



# Agenda

Ordinary Meeting of Council  
Wednesday, 24 July 2024





Shire of  
**Wongan-Ballidu**

## **NOTICE OF AN ORDINARY COUNCIL MEETING**

Dear Elected Members

I advise that the Ordinary Meeting of the Shire of Wongan-Ballidu will be held on Wednesday, 24 July 2024 commencing at 3.00pm at Council Chambers, Shire of Wongan Ballidu, Corner Quinlan Street and Elphin Crescent, Wongan Hills WA 6603

SAM DOLZADELLI  
**CHIEF EXECUTIVE OFFICER**

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### **Disclaimer**

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Wongan-Ballidu warns that any person(s) who has an application lodged with Council should rely only on written confirmation of the decision made at the Council meeting. No responsibility whatsoever is implied or accepted by the Shire of Wongan-Ballidu for any act, omission, statement or intimation taking place during a Council meeting.

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**Item 1. ACKNOWLEDGEMENT OF COUNTRY / DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS**

Acknowledgement of Country: -

*"I'd like to begin by acknowledging the first nations people of the land on which we meet today. I would also like to pay my respects to Elders past, present and emerging."*

**Item 2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED**

Leave of Absence previously granted for Cr G Chambon

**Item 3. PUBLIC QUESTION TIME**

**Item 4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER**

**Item 5. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / PETITIONS**

**Item 6. APPLICATION/S FOR LEAVE OF ABSENCE**

**Item 7. CONFIRMATION OF MINUTES**

**7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY, 26 JUNE 2024.**

**OFFICER RECOMMENDATION:**

That the Minutes of the Ordinary Meeting of Council held on Wednesday, 26 June 2024 be CONFIRMED as a true and correct record of the proceedings.

**Item 8. MATTERS FOR WHICH MEETING MAY BE CLOSED**

## Item 9. REPORTS OF OFFICERS AND COMMITTEES

### 9.1 GOVERNANCE

#### 9.1.1 MEDICAL SERVICES AGREEMENTS **CONFIDENTIAL**

<b>REPORT DATE:</b>	04 July 2024
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Informal Council Meeting 26 June 2024
<b>AUTHOR:</b>	Sam Dolzadelli – Chief Executive Officer
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. Medical Services Agreement – Shire of Wongan-Ballidu and Shire of Koorda (Confidential)</li><li>2. Medical Services Agreement – Shire of Wongan-Ballidu and Shire of Wyalkatchem (Confidential)</li></ol>

*As this item is confidential, pages 6 through to 13 have been removed from the general copy of minutes.*



## 9.1.2 APPOINTMENT OF CEO PERFORMANCE AND REMUNERATION REVIEW PANEL

<b>REPORT DATE:</b>	04 July 2024
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>AUTHOR:</b>	Sam Dolzadelli – Chief Executive Officer
<b>ATTACHMENTS:</b>	Nil

### PURPOSE OF REPORT:

The purpose of this report is to establish the CEO Performance and Remuneration Review Panel and to facilitate the appointment of elected members to the Panel.

### BACKGROUND:

The *Local Government Act 1995* under section 5.38(1) requires the local government must review the performance of the CEO if the CEO is employed for a term of more than 1 year. Schedule 2 of the *Local Government (Administration) Regulations 1996* details the model standards for CEO selection, performance review and termination.

At the Ordinary Council Meeting held on 26 June 2024, Council adopted Council Policy 5.37 - CEO Performance and Remuneration Review. The Policy states that Council is to appoint a CEO Performance and Remuneration Review Panel following every local government election. As this is a new Policy being implemented outside of a local government election, Council is required to establish the panel at this point in time, to govern the process of future CEO performance and remuneration reviews.

### POLICY REQUIREMENTS:

5.37 – CEO Performance and Remuneration Review

### LEGISLATIVE REQUIREMENTS:

*Local Government Act 1995* – Section 5.38 and 5.39A

*Local Government (Administration) Regulations 1996* – Regulation 18FA and Schedule 2

### STRATEGIC IMPLICATIONS:

Nil

### SUSTAINABILITY IMPLICATIONS:

#### ➤ **Environment**

There are no known environmental impacts associated with this proposal.

#### ➤ **Economic**

There are no known economic impacts associated with this proposal.

#### ➤ **Social**

There are no known social implications associated with this proposal.

## **FINANCIAL IMPLICATIONS:**

Nil

## **COMMENT:**

The CEO Performance and Remuneration Review Panel is required to be established as per Council Policy 5.37 – CEO Performance and Remuneration Review. The Policy states that the Panel is to be made up of three to five elected members, and this must include the Shire President as the Chair of the Review Panel.

Once the panel has been appointed, the panel along with the responsible officer (EA and Governance Officer) will liaise to appoint an independent facilitator to assist with the annual CEO performance and remuneration review.

It is also recommended that the panel liaise with the EA and Governance officer to appoint an independent facilitator to undertake the initial CEO performance criteria review (including the imposition of KPIs) as soon as practicable.

**VOTING REQUIREMENTS:** Simple Majority.

## **OFFICER RECOMMENDATION:**

That Council

1. Appoint the following elected members to the CEO Performance and Remuneration Review Panel:
  - Cr. Mandy Stephenson (Chair)
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
2. Instruct the above appointed panel to liaise with the CEO's delegate to seek quotations for an independent facilitator to undertake the initial CEO performance criteria review (including the imposition of KPIs)

### 9.1.3 CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES, AND ADOPTION OF UPDATED COMPLAINTS FORM

<b>FILE REFERENCE:</b>	Council, Committees and Meetings
<b>REPORT DATE:</b>	16 July 2024
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	9.1.2 – April 2021
<b>AUTHOR:</b>	Tan Evans – Executive Officer and Governance Officer
<b>REVIEWER:</b>	Sam Dolzadelli – Chief Executive Officer
<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"><li>1. SOWB Code of Conduct – April 2021</li><li>2. Draft – SOWB Code of Conduct for Council Members, Committee Members and Candidates – July 2024</li><li>3. Complaint Alleged Breach Form 2024</li></ol>

#### **PURPOSE OF REPORT:**

To present, for adoption, an updated version of the Code of Conduct applicable to council members, committee members and candidates.

#### **BACKGROUND:**

In 2021, the State Government enacted new legislation requiring all local governments to adopt a new Code of Conduct for Council Members, Committee Members and Candidates for a local government Election.

The new regulations took effect from February 2021 and all local governments were required to adopt these within a period of three months (before 3rd May 2021)

The Department of Local Government, Sport and Cultural Industries (DLGSC) produced Guidelines on the Model Code of Conduct for Council Members, Committee Members and Candidates to assist with the process of updating as required;

- 1) Model Code of Conduct for Elected Members, Committee Members and Candidates in accordance with section 5.104(1) of the Act;
- 2) Complaint Form in accordance with regulation 11(2)(a) of the Local Government (Model Code of Conduct) Regulations 2021; and
- 3) Authorise a person(s) to receive complaints or withdrawal of complaints in accordance with regulation 11(3) of the Local Government (Model Code of Conduct) Regulations 2021.

The CEO is the delegated complaints officer of the local government by default under section 5.120(2).

In accordance with the Local Government (Model Code of Conduct) Regulations 2021, Council was also required to approve a standard form to lodge complaints of breaches of Division 3 of the Model Code of Conduct. The form adopted at that time has been further updated in line with the DLGSC template.

### **Code of Conduct for Councillors, Committee Members and Candidates**

The Model Code of Conduct sets standards for the behaviour and conduct of Elected Members, Committee Members and Candidates. Each local government must adopt a Code of Conduct that reflects the Model, and these are to be reviewed and updated when necessary.

The adopted Code of Conduct must be published by the CEO on Council's website.

#### **COMMENT:**

Upon review of the current adopted version of the Code of Conduct for council members, committee members and candidates, it has been identified that there are anomalies that are inconsistent with the intent of the legislative change in 2021.

In accordance with the regulations, the Shire of Wongan-Ballidu's Code of Conduct has been updated, as has the Complaints Alleged Breach Form to be fully compliant.

To ensure our Shire remains compliant with the legislation changes and be able to process complaints made under Division 3 of the Model Code of Conduct, confirmation is also sought to endorse the updated form to be used by complainants when lodging complaints against a council member, committee member or candidate. The updated form that is proposed to be used has been created using a template provided by the Department of Local Government, Sport and Cultural Industries.

Elected Members must comply with the provisions in the Model Code Regulations in fulfilling their roles and responsibilities in Council and on Council committees, as set out in the Act.

The purpose of the Model Code is to guide the decisions, actions and behaviours of members, both in Council and on Council committees, and of candidates running for election as a Councillor.

The Governance Framework should be read in conjunction with the Code of Conduct.

#### **POLICY REQUIREMENTS:**

Nil

#### **LEGISLATIVE REQUIREMENTS:**

*Local Government Act 1995 – Part 5, Division 9*

*Local Government (Model Code of Conduct) Regulations 2021*



## STRATEGIC IMPLICATIONS:

Nil

## SUSTAINABILITY IMPLICATIONS:

### ➤ **Environment**

There are no known Environmental implications associated with this policy.

### ➤ **Economic**

There are no known Economic implications associated with this policy.

### ➤ **Social**

There are no known social implications associated with this policy.

## FINANCIAL IMPLICATIONS:

Nil

**VOTING REQUIREMENTS:** Absolute Majority

## OFFICER RECOMMENDATION:

That Council;

1. Repeal the current Shire of Wongan-Ballidu's Code of Conduct dated April 2021;
2. Pursuant to section 5.104 of the *Local Government Act 1995*, adopt the new Code of Conduct for Council Members, Committee Members and Candidates for the Shire of Wongan-Ballidu dated July 2024;
3. Pursuant to regulation 11(2) of the *Local Government (Model Code of Conduct) Regulations 2021* adopt the Complaint – Alleged Breach Form 2024.



## **Shire of Wongan-Ballidu Code of Conduct For Council Members, Committee Members and Candidates 2021**

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# Using the Code

The Shire of Wongan-Ballidu is responsible for providing effective and high-quality government for residents, ratepayers and visitors, as mandated in the *Local Government Act 1995* (LG Act). This Code of Conduct (Code) establishes the standards and principles that outline expected behaviour and relevant legal responsibilities for each appointed and prospective elected member, committee member and candidate. It facilitates the delivery of good governance by Council and the Chief Executive Officer (CEO) by supporting:

- Decision making processes that are responsible, inclusive, participatory and representative and deliver outcomes which are in the best interests of community and our stakeholders.
- Developing and strengthening public trust in the integrity of the Shire and local government.
- Strong, effective relationships between Councillors, committee members, candidates, the CEO, and employees of the Shire based on clear roles and responsibilities and shared principles.

This Code focuses on principles and gives general guidance, rather than detailed policies and procedures. It does not describe every requirement of legislation, policies, and procedures, or all rights and obligations that would ordinarily apply under law. It is to be read in conjunction with the LG Act and its subsidiary legislation.

It is your responsibility to seek information if you are unclear on any area of conduct. Misunderstanding or being unaware of laws does not relieve a person from the obligation to comply.

This Code is subsidiary to (and informed by) personal responsibilities and compliance obligations under legislation. The laws that apply to your conduct include, but is not limited to:

- |  |  |
|--|--|
| • <i>Local Government Act 1995</i>                                 | • <i>Equal Opportunity Act 1984</i>              |
| ○ <i>Local Government (Rules of Conduct) Regulations 2007</i>      | • <i>Freedom of Information Act 1992</i>         |
| ○ <i>Local Government (Elections) Regulations 1997</i>             | • <i>Industrial Relations Act 1979</i>           |
| ○ <i>Local Government (Functions and General) Regulations 1996</i> | • <i>Public Interest Disclosure Act 2003</i>     |
| ○ <i>Local Government (Administration) Regulations 1996</i>        | • <i>Occupational Safety and Health Act 1984</i> |
| • <i>Corruption, Crime and Misconduct Act 2003</i>                 | • <i>State Records Act 2000</i>                  |
| • <i>Criminal Code</i>   | • <i>Racial Discrimination Act 1975</i>          |
| ○ Chapter XII - Corruption and abuse of office                     | • <i>Disability Discrimination Act 1992</i>      |
|  | • <i>Sex Discrimination Act 1984</i>             |
|  | • <i>Environmental Protection Act 1986</i>       |

# Our principles

## Accountability

As a Shire of Wongan-Ballidu Council Member, committee member, or candidate, I will –

- take personal responsibility for my decisions and actions.
- be open to scrutiny and understand the consequences that may occur from personal behaviour that does not align with the Code, and the actions that may be taken by the Shire should I breach the Code.
- fulfil my own and the Shire's statutory purposes and requirements
- manage Shire resources effectively, efficiently and respectfully to deliver clear benefits to the community and stakeholders.
- express any concerns to the CEO or other relevant authority about consultations, decisions or actions I believe may be contrary to the public duty of myself and the Shire.

## Personal integrity

As a Shire of Wongan-Ballidu Council Member, committee member, or candidate, I will –

- act reliably, professionally and ethically in conducting activities, decision making and in all dealings with others.
- actively learn and stay informed about:
  - the role and purpose of the statutory, regulatory and policy requirements that apply when carrying out public duties.
  - the political and social environment in which the Shire operates.
  - all relevant issues and activities affecting the Shire.
- exercise my powers and discharge my duties responsibly and in the best interests of the Shire.
- make decisions fairly, impartially and promptly and consider all available information, legislation, policies, procedures and advice.
- serve the community lawfully, with reasonable care and diligence and as efficiently and effectively as possible.
- diligently prepare for meetings by reading and considering papers circulated with the agenda.

## Effective working relationships with others

As a Shire of Wongan-Ballidu Council Member, committee member, or candidate, I will –

- treat members of the public, stakeholders, my fellow council members, committee members, candidates and the employees of the Shire with respect, courtesy, honesty and fairness; having proper regard for their interests, rights, safety and welfare.
- maintain and contribute to a harmonious, safe and productive work environment and foster professional relationships

These principles are consistent with and complementary to the general principles prescribed by section 3 of the *Local Government (Rules of Conduct) Regulations 2007*.



# Living the Code

## 1. Personal conduct

### General conduct

As a current or prospective representative and leadership figure of the Shire of Wongan-Ballidu, you are a role model and your behaviours shape the culture of what is acceptable and expected at the Shire. By acting in accordance with our principles, you can foster a positive culture in the Shire and provide effective leadership to the organisation and community.

Your conduct at meetings is particularly important in effective, democratic, and ethical decision making. It is a statutory obligation of an elected member to vote on every item of business considered at a Council meeting, except where prevented from doing so by the *Local Government Act 1995* due to a conflict of interest.

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute a **breach** and be responded to appropriately by the local government.

- 1.1. As a council member or committee member for the Shire of Wongan-Ballidu, I must –
  - a. not be impaired by alcohol or drugs in the performance of my official duties.
  - b. comply with all policies, procedures and resolutions of the Shire.
  - c. act in the best interests of the community, with reasonable care and diligence and with honesty, integrity and transparency, having regard to relevant and factually correct information.
- 1.2. As a council member or committee member for the Shire of Wongan-Ballidu, when attending a committee meeting, I must –
  - a. not act in an abusive or threatening manner towards another person.
  - b. not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading.
  - c. not repeatedly disrupt the meeting.
  - d. comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings.
  - e. comply with any reasonable direction given by the person presiding at the meeting.
  - f. immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>I impartially exercise my responsibilities in the interests of the local community.</li><li>I do not engage in any fraudulent, corrupt or illegal behaviour, and I report any information about actual or potentially fraudulent, corrupt, or illegal activities to the CEO or, if necessary, the Corruption and Crime Commission where I suspect the conduct may meet the definition of serious misconduct under the <i>Corruption, Crime and Misconduct Act 2003</i>.</li></ul>	<ul style="list-style-type: none"><li>Acting in accordance with the letter and intent of legislation such as the <i>Corruption, Crime and Misconduct Act 2003</i>, <i>Public Interest Disclosure Act 2003</i>, and <i>Local Government (Rules of Conduct) Regulations 2007</i>.</li><li>Understanding the different types of breaches and misconduct findings and sanctions that may be made against me should I fail to comply with applicable legislation and the Code.</li></ul>

- I endeavour to foster a culture of good governance, risk awareness, health and safety, and equal opportunity within the Shire and the community.
- I act honestly and avoid statements (whether oral or in writing) or actions that will or are likely to mislead or deceive a person.
- I understand that ethical behaviour is an integral part of responsible, effective and accountable government.
- I am committed to ensuring that elections conducted by the Shire are conducted fairly and democratically and in accordance with the highest standards of governance.
- Taking all reasonable steps to become familiar with policies and protocols and participate in any reviews of these documents.
- Acting professionally, democratically, and respectfully at all meetings, briefings, forums, workshops, and training sessions.
- Using a good governance and risk management focused approach when making decisions and in all other official duties.

### Diversity and inclusion

The Shire aims to foster within the community and the workplace an environment of trust, mutual respect and appreciation where everyone is treated fairly, with respect and can realise their full potential.

All individuals have a right to feel confident that the diversity of their experiences will be valued and supported, regardless of their gender, age, language, ethnicity, cultural background, ability, religious belief, identification as gay, lesbian, bisexual, transgender, intersex or queer (LGBTIQ), education, work and life experiences, socio-economic background, opinions, job function, geographical location, marital status and family.

Expectations	Responsibilities
<ul style="list-style-type: none"> <li>• I recognise and embrace the diversity each person brings to the Shire, and value and consider diversity in decision-making, program and policy development.</li> <li>• I recognise that there is no place for unlawful discrimination, harassment (sexual or otherwise), racial and religious vilification and victimisation of any individual.</li> <li>• I am committed to treating all people with dignity and respect, and have due regard to the opinions, identities, beliefs, rights and experiences of other elected members, Shire staff and other persons.</li> </ul>	<ul style="list-style-type: none"> <li>• Acting in accordance with the letter and intent of legislation such as the <i>Equal Employment Opportunity Act 1984</i> and other anti-discrimination legislation.</li> <li>• Identifying my own needs and the needs of my colleagues to undertake training or activities to further develop awareness and understanding.</li> <li>• Valuing diversity and considering diversity in decision making, program and policy development.</li> <li>• Recognising the characteristics of the whole person and treating all individuals with fairness and respect.</li> </ul>

## Bullying and harassment

Harassment occurs when someone engages in conduct that would make a reasonable person feel offended, humiliated or intimidated because of their age, race, religion, gender or gender expression, sexual orientation or some other attribute specified under anti-discrimination legislation. Bullying is repeated, unreasonable behaviour directed toward an individual or group of individuals that creates a risk to health and safety.

There is no place for bullying or harassment at the Shire, and it will not be tolerated. It is unlawful, breaches our policies, and goes against our values.

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute **a breach** and be responded to appropriately by the local government.

- 1.3. As a council member, committee member or candidate for the Shire of Wongan-Ballidu, I must –
- not bully or harass another person in any way.
  - not use offensive or derogatory language when referring to another person.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>I uphold the Shire's obligations to support a safe workplace and will not engage in unreasonable behaviour toward another Council member, committee member, the general public, the CEO or any Shire employee that creates a risk to the health and safety of that person.</li><li>I report harassment and bullying, and do not behave in a manner that may be perceived as intimidating, offensive, or inappropriate.</li></ul>	<ul style="list-style-type: none"><li>Taking responsibility for personal health and safety and the health and safety of others and fulfilling my obligations under the <i>Occupational Health and Safety Act 1984</i> and <i>Fair Work Act 2009</i>.</li></ul>

## 2. Communications and leadership

### Involvement in administration

As an elected member, your prescribed role includes providing leadership and guidance to the community. The *Local Government (Rules of Conduct) Regulations 2007* prohibits your involvement in the administration of the Shire. This separation of duties between the representative decision makers (council and committee members) and the administrators responsible for implementing those decisions (local government employees) is a fundamental good governance principle.

The following rules of conduct as prescribed by the *Local Government (Rules of Conduct) Regulations 2007* apply to this area of conduct. Failure to comply with these rules may constitute a **minor breach** and dealt with by the Local Government Standards Panel.

- Regulation 9 – ‘Prohibition against involvement in administration’

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I accept that my role is to provide leadership, and not to interfere or involve myself in administrative matters.</li><li>• I respect the role that each elected member, committee member and employee plays to achieve the Shire's objectives and deliver effective service to the community and our stakeholders.</li><li>• I do not approach staff directly about matters unless given authority to do so, or make vexatious or inappropriate queries to the administration, as I understand and value the time spent by Shire employees in responding to requests and questions from elected and committee members.</li></ul>	<ul style="list-style-type: none"><li>• Adhering to the <i>Local Government Act 1995</i> and the Shire's Communication Protocol, and fulfilling my prescribed role and responsibilities without seeking to involve myself in the responsibilities of others.</li><li>• Not undertaking tasks that contribute to the administration of the Shire.</li><li>• Not directing (except as part of an established council or committee meeting process) or attempting to influence a local government employee in their capacity as a local government employee.</li></ul>



## Relations with council members, committee members, the CEO and Shire administration

Effective working relationships based on clear roles and responsibilities are crucial to the ability of the Shire to effectively serve the community and its stakeholders.

Given the open nature of local government and the absence of party-based political structures, elected members and committee members must work together to achieve outcomes. It is also critical to good governance to maintain an appropriate relationship between council members, committee members, the CEO and Shire administration. Working relationships should be characterized by mutual respect and an acknowledgement that, while all parties may not agree on all issues, they are all doing important, and often challenging work, and each have a clear role to play in serving the community.

The following rules of conduct as prescribed by the *Local Government (Rules of Conduct) Regulations 2007* apply to this area of conduct. Failure to comply with these rules may constitute **a minor breach** and dealt with by the Local Government Standards Panel.

- Regulation 10 – ‘Relations with local government employees’

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute **a breach** and be responded to appropriately by the local government.

- 2.1. As a council member, committee member or candidate for the Shire of Wongan-Ballidu I must –
- a. not disparage the character of another council member, committee member or candidate or a local government employee.
  - b. not impute dishonest or unethical motives to another council member, committee member, or candidate or local government employee in connection with the performance of their official duties.
  - c. direct to the CEO any request for a query or complaint to be dealt with, or other work or action to be undertaken, by a local government employee.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I communicate with my fellow council and committee members openly, equitably and without bias or favouritism.</li><li>• I work constructively with my fellow council, committee members, candidates, the CEO and the Shire’s employees and respect their perspectives and input.</li><li>• I do not seek to restrict or place undue influence on the ability of employees to give professional advice to Council.</li><li>• I act according to legal requirements, policies and all other lawful directives regarding communication with my fellow council members, committee members, and candidates, the CEO, employees of the Shire, media, and community.</li><li>• I express my disagreements with others in ways that are not personal attacks and do not cause detriment to individuals.</li></ul>	<ul style="list-style-type: none"><li>• Following all procedures and protocols which set out interaction between council members, committee members, candidates, the CEO and the Shire administration.</li><li>• Ensuring I have effective working relationships with other council members, committee members, the CEO, and Shire employees to succeed individually and collectively.</li><li>• Treating others with respect and courtesy.</li><li>• Allowing others to freely express their opinions, and swiftly resolving any conflicts that may rise.</li></ul>

## Communications

As an appointed or prospective council or committee member, you are seen to be representing the Shire of Wongan-Ballidu in your interactions with the community and our stakeholders.

These expectations are applicable whenever you are speaking or communicating on behalf of the Shire, and when using channels such as:

- social media
- websites
- electronic direct mail (EDM)
- publications, such as local newspapers (print and electronic)
- advertising (print, electronic and digital)
- media communications and releases
- promotional items
- displays and exhibitions promotional items.

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute **a breach** and be responded to appropriately by the local government.

- 2.2. As a council member, committee member or candidate for the Shire of Wongan-Ballidu, I must –
- a. ensure that my use of social media and other forms of communication complies with this code; and
  - b. only publish material that is factually correct.
  - c. deal with the media in a positive, informative and appropriate manner and in accordance with any relevant policy of the local government.
- 2.3. As a council member or committee member for the Shire of Wongan-Ballidu, I must –
- a. clearly preface any personal opinions or views I express publicly as my own and not the Shire's, including when using social media.
  - b. not make any adverse reflection on council members, committee members, the CEO, employees, or decisions of Council and committees, **including when publicly expressing my own personal opinions or views.**

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I abide by the Communications Protocol.</li><li>• I understand that the Shire President is the authorised spokesperson for the Shire, and do not make unauthorised public representations about the Shire, its activities or its views.</li><li>• I only make public comment or representation on behalf of the Shire with appropriate prior approval.</li><li>• Any comments or representations I make publicly will be factually correct and not cause detriment to my fellow Council members, committee members, candidates, the CEO, the Shire administration, the Shire as an entity, or any other person.</li><li>• When expressing my personal views and opinions, I clearly identify them as my own and not the Shire's.</li></ul>	<ul style="list-style-type: none"><li>• Acting in accordance with the Communications Protocol, and respecting that the Shire President is the authorised spokesperson for the Shire.</li><li>• Respecting decisions of Council and committees by not criticising or actively undermining any decisions which have been made.</li><li>• Not bringing the Shire into disrepute through any of my words or actions</li><li>• Not speaking on behalf of the Shire without prior approval.</li><li>• Ensuring any personal opinions or views I express publicly are identified as my own and not the Shire's.</li><li>• Ensuring any communications I make are not offensive, derogatory, insulting or otherwise damage the reputation of Council.</li></ul>

### 3. Improper use of office

#### Personal advantage or disadvantaging others

The position of council member or committee member is inherently a position of power. The community rightfully expects you to use your office to fairly and faithfully represent and act in their best interests, and properly dispel your duties. If you improperly use your office to gain a personal advantage for yourself or another person or to cause detriment to the Shire or any other person, community trust in the Shire and local government broadly is damaged.

Improperly using your office to gain a personal advantage for yourself or another person, or to cause detriment to the Shire or another person, may constitute corruption if it meets the definition of serious misconduct under the *Corruption, Crime and Misconduct Act 2003*.

The following rules of conduct as prescribed by the *Local Government (Rules of Conduct) Regulations 2007* apply to this area of conduct. Failure to comply with these rules may constitute **a minor breach** and dealt with by the Local Government Standards Panel.

- Regulation 7 – ‘Securing personal advantage or disadvantaging others’

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute **a breach** and be responded to appropriately by the local government.

- 3.1. As a council member for the Shire of Wongan-Ballidu, I must –
- a. only use my Shire President or councillor title when fulfilling the official functions of my office.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I honour the trust placed in me by the community and our stakeholders to serve fairly and transparently, and do not seek to gain advantage directly or indirectly for myself or any other person.</li><li>• I act equitably, without seeking to cause detriment to the Shire or any other person.</li><li>• I do not make improper use of information obtained in the course of my official duties, or use it for direct or indirect, personal or commercial gain, or to do harm to others.</li><li>• As a sitting council member, during an election period:<ul style="list-style-type: none"><li>o I will abide by the requirements of the applicable legislation and policies.</li><li>o whether or not I am standing for re-election, I will always act respectfully towards all candidates for the election.</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Not making improper use of my position as a council or committee member to directly or indirectly gain an advantage for myself or any other person.</li><li>• Not making improper use of my position as a council or committee member to cause detriment to the Shire or any other person.</li></ul>

## Use of Shire resources

You have a responsibility to the community to ensure the Shire operates efficiently and effectively. This extends to your own behaviours, which means that you are expected to act only in the public interest, and without self-interest, and to use the Shire's resources carefully and transparently.

The following rules of conduct as prescribed by the *Local Government (Rules of Conduct) Regulations 2007* apply to this area of conduct. Failure to comply with these rules may constitute **a minor breach** and dealt with by the Local Government Standards Panel.

- Regulation 8 – 'Misuse of local government resources'

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute **a breach** and be responded to appropriately by the local government.

- 3.2. As a council member or committee member for the Shire of Wongan-Ballidu, I must –
- a. not use Shire resources (including services and equipment) for purposes which are, or may be perceived to be, for election related purposes.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I use Shire resources, facilities, funds and equipment (including employee time) effectively and economically, and only for official duties.</li><li>• I use these resources in the accordance with public interest, and not for personal gain.</li><li>• I report any damage or loss of property or equipment immediately to the Shire.</li><li>• I ensure requests by an external party, such as charitable organisations, to use Shire facilities are referred to the Shire for approval.</li><li>• I ensure the Shire's resources are to be utilised only for authorised activities.</li></ul>	<ul style="list-style-type: none"><li>• Understand and comply with the Shire's provisions for the reimbursement of expenses, including travel and accommodation.</li><li>• Ensuring the responsible and efficient expenditure of ratepayer funds.</li><li>• Using Council resources, which may include equipment, information, email address, premises, staff resources, property of any kind and other assets, which have been provided to me only for the purposes of my duties as a Councillor and not for private purposes unless properly authorised to do so.</li><li>• Maintaining adequate security over Council property, facilities and resources in my possession or control.</li><li>• Ensuring that any claim for expenses that I may make is in accordance with all legislative obligations and Council policies.</li></ul>

## 4. Disclosure and management of information

### Record keeping

All public officers, including council members and committee members, are responsible under the *State Records Act 2000* for creating and managing government records appropriately. Correspondence and documents created or received in the course of official business are official records.

The State Records Commission requires that records of council member communications and transactions which constitute evidence affecting the accountability of the Council and the discharge of its business be created and retained, regardless of the record's format or where it was received. This includes messages sent via text or applications such as WhatsApp, Messenger, or WeChat.

Making and maintaining proper records assists with accountability and transparency by demonstrating the basis for decisions and the process used to make them. Documentation enables decisions to be reviewed, including by an independent person or authority. The *Freedom of Information Act 1992* gives members of the public the right to access the Shire's documents, subject to some limitations. All documents created by council members and the administration can be subject to a Freedom of Information request.

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute **a breach** and be responded to appropriately by the local government.

- 4.1 As a council member or committee member for the Shire of Wongan-Ballidu, I must –
- Where information technology facilities are provided by the Shire, use those facilities for any matter relating to the business of the Shire or the performance of the duties or my office or appointment.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>I follow meeting procedures and disclosure processes to facilitate the accurate recording of decision-making practices (including motions and questions), events, and activities.</li><li>I ensure information and records within my control are kept in a secure place.</li><li>I diligently handle Shire records and secure sensitive documents.</li><li>I dispose of duplicate copies of records and confidential waste in accordance with record keeping and archive procedures.</li><li>I do not falsify, destroy, alter or damage any public records or back-date information or remove information from files.</li><li>I respect and facilitate the rights of the public to gain access to documents and to check personal information in documents.</li><li>I allow prompt access and ensure personal information held is accurate, complete, up to date and not misleading.</li><li>I record salient facts in documents.</li><li>I avoid recording inappropriately disparaging remarks and unsubstantiated personal opinions about individuals on official documents.</li></ul>	<ul style="list-style-type: none"><li>Complying with the letter and intent of the <i>State Records Act 2000</i>, <i>Freedom of Information Act 1992</i>, and the Shire's Recordkeeping Plan and practices.</li><li>Ensuring records are properly organised and securely stored.</li><li>Understanding and fulfilling my record keeping obligations, including by only using approved Shire systems to discuss official Council business and decision-making.</li><li>Ensuring that records I create or receive that relate to official Shire business be captured in the Shire's record keeping systems in accordance with the Shire's Recordkeeping Plan.</li></ul>

## Disclosure of information

Council and committee members are privy to confidential and highly sensitive information such as information relating to commercial matters and legal issues, notably when considering meeting items deemed to be confidential under the *Local Government Act 1995*. The confidentiality of information must be maintained unless determined otherwise.

It is important that you do not inappropriately or unlawfully disclose information acquired in the course of your official duties or for personal, commercial, or political gain for yourself or others, or to the detriment of others. You should be particularly cautious when information to which you are privy could be seen to involve any conflict of interest you may have.

The following rules of conduct as prescribed by the *Local Government (Rules of Conduct) Regulations 2007* apply to this area of conduct. Failure to comply with these rules may constitute **a minor breach** and be dealt with by the Local Government Standards Panel.

- Regulation 6 – ‘Use of Information’

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I avoid discussing confidential matters in public places where there is a likelihood of being overheard.</li><li>• I maintain and respect confidentiality and don't divulge information deemed confidential or sensitive, other than as required by law or where proper authorisation is given.</li><li>• I don't make improper use of information obtained in the course of my official duties, or use for direct or indirect personal or commercial gain, or to do harm to others.</li><li>• I respect the privacy of individuals, and the security of personal information.</li><li>• I protect intellectual property.</li><li>• I raise concerns of improper communications or use of information with the CEO or relevant authority.</li></ul>	<ul style="list-style-type: none"><li>• I will comply with any legislative provisions and Council policies concerning my access to, use of, or disclosure of Council information, whether confidential or otherwise.</li></ul>

## 5. Conflicts and Disclosures

Decisions can arise that an elected member or committee member has an actual or perceived interest in a matter.

When decisions are made and there is the perception of a conflict of interest the community may doubt the integrity of the decision. The validity of decisions made with an actual or perceived conflict can be challenged. To ensure conflicts do not undermine public trust, it is important to transparently disclose them and leave meetings when required.

Sections 5.65 of the *Local Government Act 1995* requires elected members and committee members to disclose financial and proximity interests of themselves and people they are closely associated with. Council members must complete primary and annual returns in accordance with the requirements of Division 6 of Part 5 of the *Local Government Act 1995*

The *Local Government (Rules of Conduct) Regulations 2007* requires the disclosure of any interest which could, or could reasonably be perceived to, adversely affect the impartiality of the elected member.

The following rules of conduct as prescribed by the *Local Government (Rules of Conduct) Regulations 2007* apply to this area of conduct. Failure to comply with these rules may constitute **a minor breach** and dealt with by the Local Government Standards Panel.

- Regulation 11 – ‘Disclosure of interest’

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I carefully identify and appropriately manage potential conflicts and keep my private commercial or political interests separate from my role.</li><li>• I openly and transparently disclose interests in matters before Council or committee in accordance with the <i>Local Government Act 1995</i>.</li><li>• I ensure there is no actual or perceived conflict of interest between my personal interests and the impartial fulfilment of my public duties and functions.</li><li>• I ensure the details and extent of my interests and any conflicts are fully and faithfully recorded in any disclosures I make.</li><li>• I diligently review meeting agendas and papers to identify and disclose any conflicts prior to meetings.</li><li>• I understand that conflict and bias can arise from my personal and professional relationships, and this can potentially lead or be seen to lead to decisions I make as a Councillor being made for reasons other than the public interest.</li></ul>	<ul style="list-style-type: none"><li>• Disclosing interests in accordance with legislation at meetings and providing a written disclosure of interests to the CEO.</li><li>• Ensuring I do not participate, even informally, in decisions where I have any interest unless my interest has been disclosed and my participation is authorised.</li><li>• Wholly completing and lodging primary and annual returns and related party disclosures in a timely fashion and in accordance with legislation.</li><li>• Familiarising myself with the different types of interests under legislation and the disclosure requirements that apply to them.</li><li>• Seeking assistance if I am unsure about a possible conflict of interest.</li></ul>

## 6. Gifts

Elected members may be offered gifts from organisations and individuals as a result of their role. Gifts can include items such as goods, discounts, hospitality, attendance at events or contributions to travel.

The full definition of a gift is included under section 5.57 of the *Local Government Act 1995*.

Whenever an elected member accepts (or in some instances, is offered) a gift, there is a risk of real or perceived influence arising. Even though this might not be your intention, or the intention of the donor, impressions and perceptions are important.

Sections 5.87A and 5.87C of the *Local Government Act 1995* require declaration of any gift received in **a person's capacity as an elected member** where the value of the gift (or the cumulative value of gifts from the same donor in a 12-month period) is over \$300. Gifts must be declared within ten days of receipt to the CEO.

Interests can arise from accepting a gift. This may require a disclosure of interest and affect voting.

The following are the enforceable provisions under this Code, and failure to act accordingly may constitute **a breach** and be responded to appropriately by the local government.

- 6.1. As a council member or committee member for the Shire of Wongan-Ballidu I must –
- a. In addition to my obligations to declare gifts in accordance with the *Local Government Act 1995*, declare in full **any gift** that I receive from any person who entity who -
    - i. is a Shire of Wongan-Ballidu council member, committee member or employee;
    - ii. requires, or who it is reasonable to believe may require, a decision from the local government; and or
    - iii. has, or who it is reasonable to believe may have, directly or indirectly, commercial dealings or a commercial relationship with the Shire.

Expectations	Responsibilities
<ul style="list-style-type: none"><li>• I strive to build and maintain public trust and understand that accepting gifts can give the impression that decisions could be influenced by the gift.</li><li>• I openly and transparently declare gifts received and meet the requirements of the <i>Local Government Act 1995</i>.</li><li>• I do not expect or seek gifts and benefits.</li><li>• I consider the appropriateness of the gift, including its potential impact on future decision making and community perception before accepting.</li><li>• I consider whether there is a benefit to the Shire when accepting a gift.</li><li>• I commit to compliance with my statutory obligations in relation to gifts, benefits and hospitality.</li></ul>	<ul style="list-style-type: none"><li>• Refusing offers of gifts that could reasonably be perceived as influencing me or undermining the integrity of the Shire or myself.</li><li>• Declaring relevant gifts within 10 days of receipt to the Chief Executive Officer.</li><li>• When relevant gifts under \$300 are received either:<ul style="list-style-type: none"><li>○ declaring relevant gifts under the threshold when received.</li><li>○ keeping personal records and declaring when the threshold is reached.</li></ul></li><li>• Complying with the relevant provisions of the <i>Local Government 1995</i>, <i>Local Government (Election) Regulations 1996</i>, <i>Criminal Code</i>, <i>State Records Act 2000</i> and <i>Corruption, Crime and Misconduct Act 2003</i>.</li></ul>



## Elections

- All electoral candidates must comply with the *Local Government Act 1995* and the *Local Government (Elections) Regulations 1997* in disclosing electoral donations or 'gifts'. A candidate must disclose to the CEO information about any electoral or related gift with a value of \$200 or more that is promised or received within 6 months before election day.
- Requirements relating to the disclosure of electoral gifts are set out in the *Local Government (Elections) Regulations 1997*, particularly Part 5A.

# Enforcing the Code

## Breaches

You are encouraged to refer any suspected breaches of the Code or rules of conduct to the CEO in writing – this is your code, and you have a role in upholding it and ensuring others adhere to it.

### **Breaches of the Code**

If you or any other person has reason to believe a council member, committee member or candidate has breached the enforceable provisions of this Code, the matter is to be referred to the CEO and will be dealt with by, on behalf of, the local government.

### **Breaches of the rules of conduct**

Failure to act in accordance with the prescribed rules of conduct under the *Local Government (Rules of Conduct) Regulations 1996* may constitute a minor breach under the *Local Government Act 1995*.

If you or any other person has reason to believe a minor breach has occurred, the matter may be referred to the CEO by completing a minor breach form with all supporting evidence. Complaints of this nature may be forwarded to the Local Government Standards Panel (Standards Panel) for determination.

# Commitment to the Code

I, as an elected representative of the community charged with decision making for the Shire of Wongan-Ballidu, am committed to undertaking the duties and responsibilities of my office by working together with my fellow Councillors in a respectful and constructive manner to achieve the goals and vision for our Shire.

I recognise the importance of acting in the highest standards of governance, and that it is essential to honest, accountable and effective government. My behaviour towards my colleagues, the community and the Shire's administration is critical to the teamwork required to be a successful and highly functioning public authority.

I acknowledge that I have been elected by the community to a position of significant responsibility with the expectation that I will act in accordance with accepted values of our society.

I also acknowledge that Council is committed to our principles of accountability, personal integrity, and effective relationships with others. These principles and associated obligations are set out in this Code. The Code is supported by specified protocols, policies and procedures which underpin the values and provide guidance for the implementation and management of elected member conduct.

As an elected representative of the Shire of Wongan-Ballidu, I agree to:

- act in accordance with the principles of good governance and respectful conduct and associated obligations set out in the Code and legislation;
- provide civic leadership and contribute effectively to the interests and advancement of Council and its community;
- contribute to the strategic vision for Council;
- uphold the public trust in the office of Councillor by refraining from any action or behaviour that would bring Council into disrepute; and
- act in accordance with all my obligations to the best of my skill and judgment.

This Code sets out my commitment to my fellow elected members and the community to govern the Shire in a manner which accords with the expressed behaviours, standards and values.

This Code will be reviewed in accordance with relevant legislative obligations. Additionally, at least once every two years elected members will review this Code to ensure that it meets and continues to meet community standards and expectations.

By signing below, I declare to my fellow elected members and to the community that I have read, understood and will abide by this Code of Conduct.

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Shire President

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Deputy Shire President

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Councillor Sue Falconer

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Councillor Mandy Stephenson

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Councillor Eion Ganzer

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Councillor Stuart Boekeman

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Councillor Andrew Tunstill

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Councillor Brad West

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**Witnessed by:**  
Chief Executive Officer, Stuart Taylor



**DRAFT**

**Code of Conduct For Council Members,  
Committee Members and Candidates**

**2024**

# CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES

## INTRODUCTION

The Council of the Shire of Wongan-Ballidu is the elected body responsible for the administration of the Shire in the best interests of its residents. The Council is committed to providing open, responsive and accountable government.

The Local Government Act 1995 in conjunction with the Local Government (Model Code of Conduct) Regulations 2021, requires every Western Australian local government to prepare and adopt a code of conduct to be observed by Council Members, Committee Members and candidates (code).

The code provides Council Members, Committee Members and candidates in the Shire of Wongan-Ballidu with the minimum standard of professional conduct and behaviour in carrying out their functions and responsibilities. The code addresses ethical responsibility and encourages greater transparency and accountability. It encourages a commitment to ethical and professional behaviour and outlines principles upon which individual and collective local government behaviours are to be based.

The Shire also has a Governance Framework which complements this code. The framework functions as an overarching framework for good governance. It is endorsed by Council and reflects the practices and principles Elected Members and staff will adhere to when making decisions and delivering services. The framework reinforces and expands on legislative requirements, policy statements and established practices.

The Shire of Wongan-Ballidu Governance Framework can be found under Governance Policy 5.0 of the Council Policy Manual. A copy of this policy is also attached to this document.

## Division 1 - Preliminary provisions

### 1. Citation

This is the Shire of Wongan-Ballidu's Code of Conduct for Council Members, Committee Members and Candidates.

### 2. Terms used

(1) In this code —

**Act** means the Local Government Act 1995;

**candidate** means a candidate for election as a council member;

**complaint** means a complaint made under clause 11(1);

**publish** includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

## Division 2 - General Principles

### 3. Overview of Division

**This Division sets out general principles to guide the behaviour** of council members, committee members and candidates.

### 4. Personal integrity

(1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest; and
- (e) avoid damage to the reputation of the local government.

(2) A council member or committee member should —

- (a) act in accordance with the trust placed in council members and committee members; and

- (b) participate in decision making in an honest, fair, impartial and timely manner; and
- (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
- (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

## 5. Relationship with others

- (1) A council member, committee member or candidate should —
  - (a) treat others with respect, courtesy and fairness; and
  - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

## 6. Accountability

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

# Division 3 — Behaviour

## 7. Overview of Division

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.



## 8. Personal integrity

- (1) A council member, committee member or candidate —
  - (a) must ensure that their use of social media and other forms of communication complies with this code; and
  - (b) must only publish material that is factually correct.
- (2) A council member or committee member —
  - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
  - (b) must comply with all policies, procedures and resolutions of the local government; and
  - (c) must ensure they are as informed as possible about matters relating to their role.

## 9. Relationship with others

A council member, committee member or candidate —

- (a) must not intimidate, bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (f) must treat others with respect and fairness.

## 10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and

- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting; and
- (g) must base decisions on relevant and factually correct information.

## 11. Complaint about alleged breach

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
  - (a) in writing in the form approved by the local government; and
  - (b) to a person authorised under subclause (3); and
  - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

## 12. Dealing with complaint

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
  - (a) take no further action; or

- (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
  - (a) engage in mediation;
  - (b) undertake counselling;
  - (c) undertake training;
  - (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
  - (a) its finding and the reasons for its finding; and
  - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

### 13. Dismissal of complaint

- (1) The local government must dismiss a complaint if it is satisfied that —
  - (a) behaviour to which the complaint relates occurred at a council or committee meeting; and
  - (b) either —
    - (i) the behaviour was dealt with by the person presiding at the meeting; or
    - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

### 14. Withdrawal of complaint

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —

- (a) in writing; and
- (b) given to a person authorised under clause 11(3).

#### 15. Other provisions about complaints

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

### Division 4 — Rules of conduct

*Notes for this Division:*

- 1 *Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.*
- 2 *A minor breach is dealt with by a standards panel under section 5.110 of the Act.*

#### 16. Overview of Division

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

#### 17. Misuse of local government resources

- (1) In this clause —

**electoral purpose** means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the Electoral Act 1907 or the Commonwealth Electoral Act 1918;

**resources of a local government** includes —

- (a) local government property; and
  - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

## 18. Securing personal advantage or disadvantaging others

- (1) A council member must not make improper use of their office —
  - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
  - (b) to cause detriment to the local government or any other person.
- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or The Criminal Code section 83.

## 19. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

## 20. Relationship with local government employees

- (1) In this clause —

**local government employee** means a person —

- (a) employed by a local government under section 5.36(1) of the Act; or
  - (b) engaged by a local government under a contract for services.
- (2) A council member or candidate must not —
  - (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
  - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
  - (c) act in an abusive or threatening manner towards a local government employee.
- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —

- (a) make a statement that a local government employee is incompetent or dishonest; or
  - (b) use an offensive or objectionable expression when referring to a local government employee.
- (5) Subclause (4)(a) does not apply to conduct that is unlawful under The Criminal Code Chapter XXXV.

## 21. Disclosure of information

- (1) In this clause —
 

**closed meeting** means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;

**confidential document** means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

**document** includes a part of a document;

**non confidential document** means a document that is not a confidential document.
- (2) A council member must not disclose information that the council member —
  - (a) derived from a confidential document; or
  - (b) acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —
  - (a) at a closed meeting; or
  - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
  - (c) that is already in the public domain; or
  - (d) to an officer of the Department; or
  - (e) to the Minister; or
  - (f) to a legal practitioner for the purpose of obtaining legal advice; or
  - (g) if the disclosure is required or permitted by law.

## 22. Disclosure of interests

- (1) In this clause, **interest** —
  - (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
  - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
  - (a) in a written notice given to the CEO before the meeting; or
  - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
  - (a) that they had an interest in the matter; or
  - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
  - (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
  - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
  - (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
  - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

## 23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.



**Complaint About Alleged Breach Form**  
**Code of conduct for Council Members, Committee Members and Candidates**

Schedule 1, Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*

**The complaint must be made to the authorised officer within one month after the occurrence of the alleged breach.**

Name of person who is making the complaint:	
Given Name:	Family Name:
Contact details of person making the complaint:	
Address:	
Contact number:	Email:
Name of the local government concerned:	Shire of Wongan-Ballidu
Name of council member, committee member, candidate alleged to have committed the breach:	
State the full details of the alleged breach. Attach any supporting evidence to your complaint form.	
Date of alleged breach:	/ /
Date:	Complainant's Signature



<b>Received by Authorised Officer:</b> Chief Executive Officer	
<b>Signature:</b>	
<b>Date received:</b>	
<b>Forward to:-</b>	<a href="mailto:shire@wongan.wa.gov.au">shire@wongan.wa.gov.au</a>  <b>Shire of Wongan-Ballidu</b> <b>PO Box 84</b> <b>Wongan Hills WA 6603</b>  <b>ATT: COMPLAINTS OFFICER</b>

**NOTE:**

1. A complaint about an alleged breach must be made:-
  - (a) in writing in the form approved by the local government;
  - (b) to an authorised person; and
  - (c) within one month after the occurrence of the alleged breach.
2. This form should be completed, dated and signed by the person making a complaint of an alleged breach of the Code of Conduct.
3. The complaint is to be specific about the alleged breach and include the relevant section/subsection of the alleged breach.

#### 9.1.4 SCHEDULING OF EXTRAORDINARY ELECTION

<b>FILE REFERENCE:</b>	Election Management
<b>REPORT DATE:</b>	17 July 2024
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	
<b>AUTHOR:</b>	Sam Dolzadelli – Chief Executive Officer
<b>ATTACHMENTS:</b>	Nil

#### PURPOSE OF REPORT:

The purpose of this report is to recommend that Council resolve to set the date for the extraordinary election to fill one vacancy and resolve on the method of which the election will be conducted.

#### BACKGROUND:

Ms Elyssa Giedraitis tendered her resignation as an elected member on Monday 15 July 2024. Section 4.9(1)(b) of the *Local Government Act 1995* requires that Council must determine the day in which the extraordinary election it to be held, and this decision must occur within one month of the vacancy being declared and the day cannot be later than four months after the vacancy is declared.

Section 4.61 requires the local government to resolve by absolute majority if the method of conducting the election will be by postal election.

#### POLICY REQUIREMENTS:

Nil

#### LEGISLATIVE REQUIREMENTS:

*Local Government Act 1995* – Part 4, Division 4.

*Local Government (Elections) Regulations 1997*

#### STRATEGIC IMPLICATIONS:

Nil

#### SUSTAINABILITY IMPLICATIONS:

##### ➤ **Environment**

There are no known environmental impacts associated with this proposal.

##### ➤ **Economic**

There are no known economic impacts associated with this proposal.

##### ➤ **Social**

There are no known social implications associated with this proposal.

### **FINANCIAL IMPLICATIONS:**

Small fee will be incurred to engage the Western Australian Electoral Commission (WAEC) to oversee the postal vote election.

### **COMMENT:**

Unlike the ordinary elections held biannually, extraordinary elections are not required to be held on the third Saturday in October. The WAEC recommend an election day of Thursday to save on costs and minimise the expense to the local government.

The latest date the extraordinary election can be held in this instance is 15 November 2024. As the WAEC require a minimum of 80 days' notice, this would mean they must be notified by 27 August 2024. As the August Ordinary Council Meeting is scheduled for Wednesday 28<sup>th</sup> of August, it is necessary to resolve to determine a day at this Ordinary Council Meeting held 24<sup>th</sup> of July.

As voters will have approximately 28 days to vote, it must be considered that school holidays are scheduled from 21 September 2024 to 6 October 2024. In order to attain maximum voting response, it is recommended that the extraordinary election be held on Thursday 31 October 2024.

Below is an overview of the timeline for the extraordinary election process (as recommended by WAEC).

1. Last date to declare WAEC to conduct election (80 days before) – **Monday 12th August**
2. Last day for CEO to request an electoral roll (63 days before) – **Thursday 29th August**
3. Roll close date (57 days before) – **Wednesday 4<sup>th</sup> September**
4. Nominations open (51 days before) – **Tuesday 10<sup>th</sup> September**
5. Nominations close (44 days before) – **Tuesday 17<sup>th</sup> September**
6. Last day for CEO to prepare owner/occupier roll (43 days before) – **Wednesday 18<sup>th</sup> September**
7. Election packages lodged with Australia Post (30 days before) – **Tuesday 1<sup>st</sup> October**
8. Packages start to be received (approx. 28 days before) – **Thursday 3<sup>rd</sup> October**
9. Last day of statutory notice of election (26 days before) – **Saturday 5<sup>th</sup> October**
10. Election date – **Thursday 31<sup>st</sup> October**

**VOTING REQUIREMENTS:** Absolute Majority.

### **OFFICER RECOMMENDATION:**

That Council:

1. Resolve to declare an extraordinary election be held on Thursday 31<sup>st</sup> October 2024
2. Instruct the Chief Executive Officer to engage the Western Australian Electoral Commission to conduct the extraordinary election by postal vote.

## 9.2 ADMINISTRATION & FINANCIAL SERVICES

### 9.2.1 ACCOUNTS SUBMITTED FOR JUNE 2024

<b>FILE REFERENCE:</b>	F1.4
<b>REPORT DATE:</b>	17 July 2024
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Rachael Waters – CSO – Finance
<b>REVIEWER:</b>	Sam Dolzadelli – Chief Executive Officer
<b>ATTACHMENTS:</b>	9.2.1 Accounts for June 2024

#### PURPOSE OF REPORT:

That the accounts for 1 June 2024 to 30 June 2024, as submitted, be received.

#### BACKGROUND:

This information is provided to the Council on a monthly basis in accordance with provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

#### COMMENT:

The *Local Government (Financial Management) Regulations 1996* were recently updated effective 1 November 2023 to include Regulation 13A, which legislates payments by employees via purchasing cards must be presented to Council and recorded in the minutes. Previously, Council were being presented the credit card payments in the Information Bulletin, however, as this does not form part of the formal Council proceedings and is not minuted, this has been moved into this agenda and following attachment in conjunction with the list of payments.

#### POLICY REQUIREMENTS:

There are no known policy requirements related to this item.

#### LEGISLATIVE REQUIREMENTS:

*Local Government (Financial Management) Regulations 1996* Regulation 13 & 13A requires the attached report to be presented to Council.

#### Lists of Accounts

Regulation 13 and 13A of the *Local Government (Financial Management) Regulations 1996* are applicable to this agenda item and attached reports.

### **Regulation 13 – Payments from municipal fund or trust fund by CEO, CEO’s duties as to etc.**

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
  - (a) the payee’s name; and
  - (b) the amount of the payment; and
  - (c) the date of the payment; and
  - (d) sufficient information to identify the transaction.
- (e) A list of accounts for approval to be paid is to be prepared each month showing —
- (f) for each account which requires council authorisation in that month –
  - (i) the payee’s name; and
  - (ii) the amount of the payment; and
  - (iii) sufficient information to identify the transaction; and
- (g) the date of the meeting of the council to which the list is to be presented.
- (2) A list prepared under subregulation (1) or (2) is to be —
  - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - (b) recorded in the minutes of that meeting.

### **Regulation 13A – Payments by employees via purchasing cards**

- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —
  - (a) the payee’s name;
  - (b) the amount of the payment;
  - (c) the date of the payment;
  - (d) sufficient information to identify the payment.
- (2) A list prepared under subregulation (1) must be —
  - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - (b) recorded in the minutes of that meeting.

### **STRATEGIC IMPLICATIONS:**

There are no strategic implications in relation to this item.

### **SUSTAINABILITY IMPLICATIONS:**

➤ **Environment**

There are no known environmental impacts associated with this proposal.

➤ **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

### **FINANCIAL IMPLICATIONS:**

All payments are made within the confines of Councils adopted budget.

**VOTING REQUIREMENTS:** Simple Majority

### **OFFICER RECOMMENDATION:**

That Council in accordance with Regulation 13 and 13A of the *Local Government (Financial Management) Regulations* 1996, receives the list of payments, including the payments made by employees via purchasing cards, that have been made under delegated authority totalling \$2,349,337.77 for the month ended 30 June 2024.

**LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST JUNE 2024 TO 30 JUNE 2024**

Chq/EFT	Date	Name	Description	Amount
EFT26118	06/06/2024	NUTRIEN AG SOLUTIONS LTD		- 7,167.60
	06/05/2024	NUTRIEN AG SOLUTIONS LTD	SUPPLY ATRAZINE, PANZER AND GENWET FOR TOWN SPRAYING	871.20
	22/05/2024	NUTRIEN AG SOLUTIONS LTD	SUPPLY GENF PANZER 450, LLAN SONIC SURFACTANT 5L, GENF ATRAZINE 900 & GENF METSULFURON 600 FOR CADOUX GARDENS	6,296.40
EFT26119	06/06/2024	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	TRAINING COURSE - EFFECTIVE SUPERVISION WORKS STAFF 1ST & 2ND JULY 2024	- 1,089.00
EFT26120	06/06/2024	BORAL CONSTRUCTION MATERIALS GROUP LIMITED		- 116,546.19
	30/05/2024	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	BITUMINOUS SURFACING FOR WADDINGTON-WONGAN HILLS ROAD	94,708.72
	30/05/2024	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	BITUMINOUS SURFACING FOR CADOUX DRAINAGE WORKS	3,407.64
	30/05/2024	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	ROAD WIDENING FOR MANMANNING ROAD	16,500.98
	30/05/2024	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	BITUMINOUS SURFACING FOR BINDI BINDI ROAD	1,928.85
EFT26121	06/06/2024	IXOM OPERATIONS PTY LTD		- 291.90
	31/05/2024	IXOM OPERATIONS PTY LTD	SERVICE FEE - CHLORINE FOR SWIMMING POOL	145.95
	31/05/2024	IXOM OPERATIONS PTY LTD	SERVICE FEE - CHLORINE FOR OVALS	145.95
EFT26122	06/06/2024	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 152 REPAYMENT	- 30,537.35
EFT26123	06/06/2024	AUSTRALIA DAY COUNCIL OF WESTERN AUSTRALIA	SILVER ASSOCIATE FOR 2024-2025 FY	- 400.00
EFT26124	06/06/2024	SYNERGY	SUPPLY CHARGE FOR MT O'BRIEN	- 177.72
EFT26125	06/06/2024	METAL ARTWORK BADGES	SUPPLY AND DELIVER DESK NAME BASE & DOOR NAME FOR PREVIOUS ELECTED MEMBER	- 74.80
EFT26126	06/06/2024	ABBOTT AUTO ELECTRICS T/AS S & TJ ABBOTT	CHECK TRAILER LIGHTING CIRCUIT FOR TIP TRUCK PTK35	- 1,161.33
EFT26127	06/06/2024	TEAM GLOBAL EXPRESS PTY LTD		- 137.41
	26/05/2024	TEAM GLOBAL EXPRESS PTY LTD	TONERS EX RBC RURAL FOR CRC	40.38
	26/05/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES FOR LINE MARKING PAINT FOR WADDINGTON ROAD	61.21
	02/06/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT EX MAXIPARTS	35.82
EFT26128	06/06/2024	STUART TAYLOR	GRATUITY PAYMENT	- 4,003.63
EFT26129	06/06/2024	LENNYRIDGE PTY LTD - T/AS TKB MECHANICAL	AIR CONDITIONER REPAIRS TO FORD TRANSIT WB008	- 344.74
EFT26130	06/06/2024	WONGAN HILLS BAKERY AND CAFE	CATERING FOR CEO INTERVIEW DAY	- 256.00
EFT26131	06/06/2024	INTEGRATED ICT - A MARKET CREATIONS COMPANY	OFFICE 365 FOR MEDICAL CENTRE	- 145.20
EFT26132	06/06/2024	FEGAN BUILDING SURVEYING	BUILDING SURVEYING FOR 38 MITCHELL ST WONGAN HILLS	- 220.00
EFT26133	06/06/2024	BLACKWELL PLUMBING & GAS PTY LTD	CHECK, REPLACE, REPAIR DRAIN BLOCKAGE FOR 2/20 STICKLAND ST, WONGAN HILLS	- 818.40
EFT26134	06/06/2024	AC HEALTHCARE PTY LTD	JUNE PAYMENT	- 21,083.33
EFT26135	06/06/2024	HAYCOM TECHNOLOGY PTY LTD	MEDICAL CENTRE IT SERVICES FOR MAY 2024	- 862.40
EFT26136	06/06/2024	BALLIDU HERITAGE CENTRE	CLEANING OF ALPHA & BUNYIP PARK	- 1,000.00
EFT26137	06/06/2024	COUNCIL FIRST	PROFESSIONAL SERVICES FOR ERP PROJECT	- 14,217.50

EFT26138	06/06/2024	MAXIPARTS OPERATIONS PTY LTD	SUPPLY MUDGUARD BRACKET & PARTS FOR PTK36	-	<b>266.78</b>
EFT26139	06/06/2024	AMPAC DEBT RECOVERY (WA) PTY LTD		-	<b>551.23</b>
	31/05/2024	AMPAC DEBT RECOVERY (WA) PTY LTD	RATES RECOVERY CHARGES FOR MAY 2024		499.80
	31/05/2024	AMPAC DEBT RECOVERY (WA) PTY LTD	SUNDRY DEBTOR RECOVERY FEES FOR MAY 2024		51.43
EFT26140	06/06/2024	RING CENTRAL AUSTRALIA		-	<b>1,367.93</b>
	27/05/2024	RING CENTRAL AUSTRALIA	MEDICAL CENTRE PHONE ACCOUNT FROM 26/5/24 TO 25/6/24		390.37
	28/05/2024	RING CENTRAL AUSTRALIA	ADMIN PHONE ACCOUNT FROM 27/5/24 TO 26/6/24, CRC PHONE ACCOUNT FROM 27/5/24 TO 26/6/24		977.56
EFT26141	06/06/2024	DANICA MULLINS	UNIFORM REFUND	-	<b>236.01</b>
EFT26142	06/06/2024	TREE TECH AUSTRALIA PTY LTD	TREE LOPPING SERVICES	-	<b>5,225.00</b>
EFT26143	06/06/2024	RURAL RANGER SERVICES	RANGER SERVICES FROM 27/6/24 TO 31/5/24	-	<b>1,155.39</b>
EFT26144	06/06/2024	WESTERN YILGARN PGM PTY LTD		-	<b>239.44</b>
	04/06/2024	WESTERN YILGARN PGM PTY LTD	RATES REFUND FOR ASSESSMENT A1750		119.72
	04/06/2024	WESTERN YILGARN PGM PTY LTD	RATES REFUND FOR ASSESSMENT A1740		119.72
EFT26145	12/06/2024	WESTPAC BANKING CORPORATION	WAGES PPE 11.06.2024	-	<b>97,239.30</b>
EFT26146	12/06/2024	AUSTRALIAN SERVICES UNION	UNION FEES DEDUCTIONS PPE 11.06.2024	-	<b>26.50</b>
EFT26147	12/06/2024	IOU SOCIAL CLUB	SOCIAL CLIB DEDUCTIONS PPE 11.06.2024	-	<b>270.00</b>
EFT26148	12/06/2024	LGRCEU	UNION FEES PPE 11.06.2024	-	<b>22.00</b>
EFT26149	13/06/2024	LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE	-	<b>74.15</b>
EFT26150	13/06/2024	AVON WASTE	DOMESTIC, COMMERCIAL & RECYCLING COLLECTION FOR WONGAN HILLS & BALLIDU TOWNSITES	-	<b>15,915.32</b>
EFT26151	13/06/2024	WONGAN HILLS IGA PLUS LIQUOR		-	<b>2,095.44</b>
			REFRESHMENTS FOR COUNCIL		621.54
			REFRESHMENTS FOR ADMINISTRATION		303.21
			REFRESHMENTS FOR DEPOT		779.27
			REFRESHMENTS FOR CRC ADMINISTRATION		348.83
			REFRESHMENTS FOR CRC EVENTS		42.59
EFT26152	13/06/2024	MCINTOSH & SON		-	<b>576.86</b>
	06/05/2024	MCINTOSH & SON	SUPPLY PARTS FOR BACKHOE		192.82
	28/05/2024	MCINTOSH & SON	SUPPLY FUEL HOSE AND BAR FOR BACKHOE		293.74
	29/05/2024	MCINTOSH & SON	SUPPLY GASKET PAPER FOR FORKLIFT		22.74
	31/05/2024	MCINTOSH & SON	SUPPLY SIKAFLEX 221 BLACK FOR BACKHOE		67.56
EFT26153	13/06/2024	OFFICEWORKS BUSINESS DIRECT	OFFICE SUPPLIES FOR CRC ADMINISTRATION	-	<b>196.58</b>
EFT26154	13/06/2024	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	SUPPLY & DELIVER 517T AGGREGATE	-	<b>45,433.44</b>
EFT26155	13/06/2024	WONGAN HILLS DISTRICT HIGH SCHOOL	CIVIC CENTRE BOND REFUND 31.5.24	-	<b>162.00</b>
EFT26156	13/06/2024	BALLIDU TRADING POST	SUPPLY SATURDAY NEWSPAPERS FOR MAY 2024	-	<b>14.00</b>
EFT26157	13/06/2024	ARROW BRONZE	SUPPLY PLAQUE FOR MINCHERTON	-	<b>406.46</b>
EFT26158	13/06/2024	COAD COMMUNICATIONS		-	<b>4,635.95</b>
	12/06/2024	COAD COMMUNICATIONS	EXCAVATE NEW HOLE AT WONGAN HILLS TIP, SUPPLY MATERIALS KORRALING STREET		4,360.95
	12/06/2024	COAD COMMUNICATIONS	SERVICE LOCATION - KORRALING STREET		275.00
EFT26159	13/06/2024	SYNERGY	STREET LIGHTING BILLING PERIOD 25/4/24 TO 24/5/24	-	<b>4,397.05</b>
EFT26160	13/06/2024	WONGAN HILLS HARDWARE		-	<b>2,911.21</b>
	01/05/2024	WONGAN HILLS HARDWARE	BUIDING ACCOUNT FOR MAY 2024		531.14



	31/05/2024	WONGAN HILLS HARDWARE	WORKS ACCOUNT FOR MAY 2024	2,380.07
EFT26161	13/06/2024	MAIN ROADS WA (HEAD OFFICE)	LATERAL SHIFT OF SCHOOL ZONE SIGN - CADOUX	- 5,083.66
EFT26162	13/06/2024	HELENE PTY LTD (LO-GO APPOINTMENTS)	CEO RECRUITMENT CONSULTANT - FINAL	- 6,545.54
EFT26163	13/06/2024	WONGAN MAIL SERVICE	ADMIN & CRC POSTAGE CHARGES FOR MAY 2024	- 203.29
EFT26164	13/06/2024	GREAT SOUTHERN FUEL SUPPLIES	FUEL SUPPLY FOR HILUX PUT75	- 353.11
EFT26165	13/06/2024	BLACKWELL PLUMBING & GAS PTY LTD	HWU & KITCHEN SINK REPAIRS, INCLUDES DRAIN MACHINE HIRE CHARGE	- 510.40
EFT26166	13/06/2024	TOPP DOGG (PG & JH WALSH)		- 228.40
	05/06/2024	TOPP DOGG (PG & JH WALSH)	NNT UNIFORM ORDER - ADMIN STAFF	209.75
	06/06/2024	TOPP DOGG (PG & JH WALSH)	FREIGHT CHARGE ONLY - ADMIN STAFF	18.65
EFT26167	13/06/2024	CEMETERIES & CREMATORIA ASSOC OF WA	DINNER FOR CCAWA CONFERENCE MELISSA MARCON	- 85.00
EFT26168	13/06/2024	RICOH FINANCE	MULTI FOLDING UNITS BILLING PERIOD 08/7/24 TO 07/8/24	- 237.60
EFT26169	13/06/2024	RYLAN CONCRETE	KERBING IN CADOUX	- 8,660.30
EFT26170	13/06/2024	MD MAINTENANCE & GLASS	SUPPLY GLASS TO SIZE JCB BACKHOE	- 275.00
EFT26171	13/06/2024	REDFISH TECHNOLOGIES PTY LTD	ZOOM ROOM LICENCE RENEWAL	- 1,951.40
EFT26172	13/06/2024	ALLSTRONG OUTDOORS	CARRY OUT FULL SERVICE ON GARAGE DOOR AT 30 WANDOO CRESCENT WONGAN HILLS	- 440.00
EFT26173	13/06/2024	WHITNEY CONSULTING	COMMUNITY GRANT WRITING WORKSHOP	- 3,168.00
EFT26174	13/06/2024	NUSTEEL PATIOS & SHEDS	DEPOT SHED UPGRADE	- 1,805.60
EFT26175	13/06/2024	KIARA SUDHOLZ	REIMBURSEMENT - WITHDRAWAL OF APPLICATION (3 DOGS OR MORE)	- 220.00
EFT26176	13/06/2024	RURAL RANGER SERVICES	RANGER SERVICES FROM 04/6/24 TO 07/6/24	- 813.51
EFT26177	13/06/2024	THE TRUSTEE FOR BONAVENTURE (PERTH) TRUST	ACCOMMODATION, BREAKFAST AND PARKING FOR WORKS STAFF TO ATTEND EFFECTIVE SUPERVISION TRAINING	- 880.00
EFT26178	13/06/2024	NATALIE GODFREY	DOT TRAINING REIMBURSEMENT	- 481.57
EFT26179	20/06/2024	LANDGATE	GRV UPDATED VALUATIONS 2023/24	- 16,937.96
EFT26180	20/06/2024	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	INTRODUCTION TO LOCAL GOVERNMENT TRAINING EARNING COURSE - ADMIN STAFF	- 242.00
EFT26181	20/06/2024	ARROW BRONZE	RAISED EDGE 7 LINES BYNON	- 538.27
EFT26182	20/06/2024	LOCK, STOCK & FARRELL	SITE SURVEY KEYS/LOCKS FOR SHIRE ADMIN & SPORTS RECREATION COMPLEX	- 950.00
EFT26183	20/06/2024	PUBLIC TRANSPORT AUTHORITY OF WA	TRANSWA - MAY 2024	- 131.90
EFT26184	20/06/2024	NEWINS FAMILY TRUST	MANAGING OF WONGAN HILLS WASTE FACILITY FOR JUNE 2024	- 7,791.63
EFT26185	20/06/2024	MELISSA MARCON	UNIFORM REIMBURSEMENT	- 190.15
EFT26186	20/06/2024	COUNCIL FIRST		- 12,446.50
	11/06/2024	COUNCIL FIRST	MAY 2024 - MS AZURE	1,534.50
	12/06/2024	COUNCIL FIRST	PROFESSIONAL SERVICES FOR MAY SUPPORT 2024	4,911.50
	12/06/2024	COUNCIL FIRST	PROFESSIONAL SERVICES FOR MAY PROJECT 2024	5,945.50
	17/06/2024	COUNCIL FIRST	STP TRANSACTIONS FOR MAY 2024	55.00
EFT26187	20/06/2024	SEEK LIMITED	ADVERTISING DEPUTY CEO ON SEEK 13.06.2024	- 401.50
EFT26188	20/06/2024	RURAL RANGER SERVICES	RANGER SERVICES FROM 10/06/24 TO 13/06/24	- 671.27
EFT26189	20/06/2024	MODULARIS PTY LTD		- 71,268.00

	05/06/2024	MODULARIS PTY LTD	PROGRESS PAYMENT FOR UNIT 1, LOT 707 SHIELDS CRESCENT WONGAN HILLS	24,406.00
	05/06/2024	MODULARIS PTY LTD	PROGRESS PAYMENT FOR UNIT 2 LOT 707 SHIELDS CRESCENT WONGAN HILLS	23,431.00
	17/06/2024	MODULARIS PTY LTD	PROGRESS PAYMENT FOR UNIT 1 LOT 713 STICKLAND ST WONGAN HILLS	23,431.00
EFT26190	26/06/2024	WESTPAC BANKING CORPORATION	WAGES PPE 25.06.2024	- <b>65,745.06</b>
EFT26191	26/06/2024	IOU SOCIAL CLUB	SOCIAL CLUB DEDUCTIONS PPE 25.06.2024	- <b>270.00</b>
EFT26192	26/06/2024	LGRCEU	UNION DEDUCTION PPE 25.06.2024	- <b>22.00</b>
EFT26193	27/06/2024	DOWN TO EARTH TRAINING & ASSESSING	LOAD RESTRAINT TRAINING FOR WORKS & SERVICES	- <b>4,382.00</b>
EFT26194	27/06/2024	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	PLANNING PRACTICES - ESSENTIALS, EXECUTIVE TRAINING	- <b>638.00</b>
EFT26195	27/06/2024	WCS CONCRETE	KORRALLING STREET FOOTPATH	- <b>38,877.30</b>
EFT26196	27/06/2024	WESFARMERS KLEENHEAT GAS PTY LTD	SERVICE CHARGE FOR 27A QUINLAN ST WONGAN HILLS	- <b>100.10</b>
EFT26197	27/06/2024	AUSTRALIAN TAXATION OFFICE	BAS FOR MAY 2024	- <b>18,273.00</b>
EFT26198	27/06/2024	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA INCORPORATED		- <b>725.00</b>
	14/06/2024	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA INCORPORATED	DCEO JOB ADVERT - LG PROFESSIONALS WA WEBSITE	165.00
	18/06/2024	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA INCORPORATED	1X FULL MEMBERSHIP 2024-25	560.00
EFT26199	27/06/2024	SYNERGY		- <b>4,156.46</b>
	12/06/2024	SYNERGY	ON/OFF PEAK CONSUMPTION & SUPPLY FOR SWIMMING POOL COMPLEX	228.75
	12/06/2024	SYNERGY	ON/OFF PEAK CONSUMPTION & SUPPLY CHARGE FOR WONGAN HILLS RECREATION COMPLEX	2,506.20
	12/06/2024	SYNERGY	ON/OFF PEAK CONSUMPTION & SUPPLY CHARGE FOR CRC BUILDING	769.03
	20/06/2024	SYNERGY	ON/OFF PEAK CONSUMPTION & SUPPLY CHARGE FOR MEDICAL CENTRE	652.48
EFT26200	27/06/2024	LGIS INSURANCE BROKING	REGIONAL RISK CO-ORDINATOR FEES JUNE 2024	- <b>5,481.21</b>
EFT26201	27/06/2024	RBC RURAL		- <b>2,943.20</b>
	20/06/2024	RBC RURAL	METERPLAN CHARGE FOR CRC PHOTOCOPIER	2,555.36
	20/06/2024	RBC RURAL	METERPLAN CHARGE FOR ADMINISTRATION PHOTOCOPIER	387.84
EFT26202	27/06/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGE EX MAXIPARTS	- <b>33.37</b>
EFT26203	27/06/2024	N-COM PTY LTD	SUPPLY AND DELIVER SATELITE RECEIVER DECODER FOR TRANSMISSION TOWER	- <b>7,135.70</b>
EFT26204	27/06/2024	ARRB GROUP LTD	PAVEMENT AND SURFACE PERFORMANCE AND DEFECTS WORKSHOP 13.08.2024 WORKS STAFF	- <b>2,686.50</b>
EFT26205	27/06/2024	FIRE & SAFETY AUSTRALIA PTY LTD	CONFINED SPACE ENTRY TRAINING - 2 DAYS	- <b>6,600.00</b>
EFT26206	27/06/2024	INDUSTRIAL AUTOMATION GROUP - WATERMAN IRRIGATION	SUBSCRIPTION FEE - STANDPIPES	- <b>3,457.30</b>
EFT26207	27/06/2024	BRUCE MITCHELL	GRATUITY PAYMENT	- <b>2,335.58</b>
EFT26208	27/06/2024	DUN DIRECT PTY LTD	FUEL SUPPLY FOR MAY 2024	- <b>28,498.03</b>

EFT26209	27/06/2024	DEPARTMENT OF COMMERCE - BUILDING COMMISSION	BSL SUBMITTED FOR MAY 2024	- 169.95
EFT26210	27/06/2024	COERCO	SUPPLY 5300L ADBLUE TANK AND PUMP	- 7,500.63
EFT26211	27/06/2024	STIRLING ASPHALT	SUPPLY ASPHALT FOR YERECOA SOUTH EAST ROAD	- 17,138.00
EFT26212	27/06/2024	NEWINS FAMILY TRUST	SKIP BIN EMPTY FROM DEPOT	- 165.00
EFT26213	27/06/2024	BLACKWELL PLUMBING & GAS PTY LTD	REPLACEMENT OF HOT WATER SYSTEM FOR 27B QUINLAN ST WONGAN HILLS	- 1,668.70
EFT26214	27/06/2024	THINKPROJECT AUSTRALIA PTY LTD		- 10,008.78
	16/05/2024	THINKPROJECT AUSTRALIA PTY LTD	PAVEMENT MANAGEMENT VIRTUAL TRAINING FOR WORKS MANAGER	385.00
	30/06/2024	THINKPROJECT AUSTRALIA PTY LTD	RAMM SUBSCRIPTION FOR 24-25 FY	9,623.78
EFT26215	27/06/2024	ROGER DUYSER	REIMBURSEMENT FOR THE PURCHASE OF A TOOLBOX FROM CADOUX TRADERS	- 19.20
EFT26216	27/06/2024	TRACTUS AUSTRALIA		- 2,294.00
	27/05/2024	TRACTUS AUSTRALIA	SUPPLY NEW TYRES FOR PUT78 HILUX	824.00
	27/05/2024	TRACTUS AUSTRALIA	SUPPLY NEW TYRE FOR PTR14 TRAILER	513.00
	27/05/2024	TRACTUS AUSTRALIA	SUPPLY 2 NEW TYRES FOR PUT75 HILUX	728.00
	27/05/2024	TRACTUS AUSTRALIA	PUNCTURE REPAIR FOR PUT69 HILUX	47.00
	28/05/2024	TRACTUS AUSTRALIA	PUNCTURE REPAIR TO VCEO TESLA VEHICLE	45.00
	31/05/2024	TRACTUS AUSTRALIA	SUPPLY ORING AND SEAL FOR GRADER PG16	82.00
	31/05/2024	TRACTUS AUSTRALIA	PUNCTURE REPAIR FOR PTK35 TRUCK	55.00
EFT26217	27/06/2024	NORTHAM MOTORS PTY LTD	SUNDRY ITEM FOR WB010	- 245.98
EFT26218	27/06/2024	WALKERS DIESEL SERVICES	FABRICATE CULVERT FRAMES FOR YERECOA SOUTH EAST ROAD	- 2,696.10
EFT26219	27/06/2024	MAXIPARTS OPERATIONS PTY LTD	SUPPLY MACK REAR SHOCKIE FOR MACK TRUCK	- 251.86
EFT26220	27/06/2024	SEEK LIMITED	WORKS ADMINISTRATION OFFICER READVERTISED ON SEEK ON 25.06.2024	- 401.50
EFT26221	27/06/2024	RURAL INFRASTRUCTURE SERVICES	PROVISION OF SECRETARIAT SERVICES FOR THE MOORA SUB GROUP OF THE WBN REGIONAL ROAD GROUP FOR 2023/24.	- 2,053.82
EFT26222	27/06/2024	CARR'S MECHANICAL REPAIRS PTY LTD	2024 ANNUAL BUS INSPECTION WB00	- 314.70
EFT26223	27/06/2024	PROTECTOR FIRE SERVICES		- 6,704.50
	01/06/2024	PROTECTOR FIRE SERVICES	ROUTINE FIRE EXTINGUISHERS CHECK - VEHICLES	1,187.45
	01/06/2024	PROTECTOR FIRE SERVICES	SIX MONTHLY SERVICE - BUILDINGS	5,517.05
EFT26224	27/06/2024	RURAL RANGER SERVICES	RANGER SERVICES FROM 17/06/24 TO 21/6/24	- 704.99
EFT26225	27/06/2024	IKONYX MEDICAL SERVICES PTY LTD	PRE-EMPLOYMENT MEDICAL & DRUG AND ALCOHOL SCREENING - WORKS STAFF	- 313.50
EFT26226	27/06/2024	THE TRUSTEE FOR BONAVENTURE (PERTH) TRUST	ACCOMMODATION FOR WORKS STAFF TO ATTEND COURSE IN PERTH	- 440.00
EFT26227	27/06/2024	DAIMLER TRUCKS PERTH		- 439,438.73
			PURCHASE OF ONE 2023-24 FUSO SHOTGUN FV74 6X4 INCLUDES REGISTRATION	356,318.18
	26/06/2024	DAIMLER TRUCKS PERTH	PURCHASE OF TWO AXLE TIPPING PIG TRAILER INCLUDES REGISTRATION	83,120.55
EFT26228	27/06/2024	MODULARIS PTY LTD		- 950,296.10

	17/06/2024	MODULARIS PTY LTD	MODULAR HOME FOR UNIT 1, STICKLAND ST WONGAN HILLS	270,363.00
	18/06/2024	MODULARIS PTY LTD	MODULAR HOME FOR UNIT 1, SHIELDS CRESCENT, WONGAN HILLS	339,966.55
	18/06/2024	MODULARIS PTY LTD	MODULAR HOME FOR UNIT 2 SHIELDS CRESCENT, WONGAN HILLS	339,966.55
DD12634.1	03/06/2024	WESTNET PTY LTD	WESTNET BILLING PERIOD 01/06/24 TO 01/07/24	- 549.95
DD12646.1	12/06/2024	AUSTRALIAN RETIREMENT TRUST	SUPER PAYMENT PPE 11.06.2024	- 445.96
DD12646.2	12/06/2024	REST SUPERANNUATION	SUPER PAYMENT PPE 11.06.2024	- 203.95
DD12646.3	12/06/2024	MLC SUPER FUND	SUPER PAYMENT PPE 11.06.2024	- 507.55
DD12646.4	12/06/2024	AMP SUPERANNUATION LTD.	SUPER PAYMENT PPE 11.06.2024	- 349.08
DD12646.5	12/06/2024	AUSTRALIAN SUPER	SUPER PAYMENT PPE 11.06.2024	- 861.67
DD12646.6	12/06/2024	PRIME SUPER	SUPER PAYMENT PPE 11.06.2024	- 1,523.52
DD12646.7	12/06/2024	VIRGIN MONEY SUPER	SUPER PAYMENT PPE 11.06.2024	- 220.80
DD12646.8	12/06/2024	AWARE SUPER ACCUMULATION	SUPER PAYMENT PPE 11.06.2024	- 12,743.43
DD12646.9	12/06/2024	MERCER SUPER	SUPER PAYMENT PPE 11.06.2024	- 221.97
DD12655.1	13/06/2024	SWOOP BUSINESS	INTERNET LINE FOR WONGAN HILLS SPORTS RECREATION COMPLEX DIRECT DEBIT 13/06/24	- 74.00
DD12657.1	20/06/2024	TELSTRA CORPORATION LIMITED	SPORT & RECREATION PHONE ACCOUNT. DIRECT DEBIT 21/06/24	- 50.00
DD12659.1	06/06/2024	TELSTRA CORPORATION LIMITED	TELSTRA ADMINISTRATION ACCOUNT ISSUED 26/05/24 DIRECT DEBIT 06/06/24	- 2,324.81
DD12668.1	26/06/2024	AUSTRALIAN RETIREMENT TRUST	SUPER PAYMENT PPE 25.06.2024	- 457.43
DD12668.2	26/06/2024	REST SUPERANNUATION	SUPER PAYMENT PPE 25.06.2024	- 292.79
DD12668.3	26/06/2024	MLC SUPER FUND	SUPER PAYMENT PPE 25.06.2024	- 516.12
DD12668.4	26/06/2024	AMP SUPERANNUATION LTD.	SUPER PAYMENT PPE 25.06.2024	- 341.52
DD12668.5	26/06/2024	AUSTRALIAN SUPER	SUPER PAYMENT PPE 25.06.2024	- 862.93
DD12668.6	26/06/2024	PRIME SUPER	SUPER PAYMENT PPE 25.06.2024	- 1,522.87
DD12668.7	26/06/2024	VIRGIN MONEY SUPER	SUPER PAYMENT PPE 25.06.2024	- 220.80
DD12668.8	26/06/2024	AWARE SUPER ACCUMULATION	SUPER PAYMENT PPE 25.06.2024	- 12,469.59
DD12668.9	26/06/2024	MERCER SUPER	SUPER PAYMENT PPE 25.06.2024	- 221.97
DD12679.1	30/06/2024	DEPARTMENT OF TRANSPORT	DOT PAYMENTS FOR JUNE 2024	- 105,037.80
DD12682.1	30/06/2024	DEPARTMENT OF TRANSPORT	DOT PAYMENTS FOR JUNE 2024	- 21,469.90
200018	12/06/2024	SHIRE OF WONGAN-BALLIDU - PAYROLL	PAYROLL DEDUCTIONS PPE 11.06.2024	- 2,039.50
200019	24/06/2024	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION OF FLEET FOR 2024/25	- 13,156.35
200020	26/06/2024	SHIRE OF WONGAN-BALLIDU - PAYROLL	RATES & SUNDRY DEBTOR DEDUCTIONS PPE 25.06.2024	- 1,841.00
DD12646.10	12/06/2024	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	SUPER PAYMENT PPE 11.06.2024	- 342.62
DD12668.10	26/06/2024	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	SUPER PAYMENT PPE 25.06.2024	- 252.04
DD12696.1	25/06/2024	TELETRAC NAVMAN	MONTHLY SATELLITE SERVICES - MAY 2024	- 2,907.08
DD12663.1	20/06/2024	<b>CREDIT CARDS</b>		- 2,658.82
		<b>CREDIT CARD HOLDER - CEO</b>		- 604.12
	04/05/2024	FELLOW	SUBSCRIPTION CHARGES FOR MAY	151.00
	29/05/2024	ARLO	ANNUAL SUBSCRIPTION CHARGE FOR SECURITY CAMERA	205.98
	30/05/2024	ADOBE PRO	ADOBE PRO SUBSCRIPTION FOR CRC ADMINISTRATION	247.14

		<b>CREDIT CARD HOLDER - DCEO</b>		- <b>250.98</b>
	09/05/2024	ADOBE PRO	ADOBE PRO SUBSCRIPTION FOR CRC ADMINISTRATION	175.98
	03/06/2024	WESTPAC BANKING CORPORATION	CARD FEE FOR DCEO CARD	75.00
		<b>CREDIT CARD HOLDER - MWS</b>		- <b>424.88</b>
	07/05/2024	MAIN ROADS WA	OVERSIZE PERMIT FOR MACK TRUCK PTK36, OVERSIZE PERMIT FOR FUSO TRUCK PTK39	100.00
	29/05/2024	METAL ARTWORK BADGES	SUPPLY DESK PLAQUE FOR STEPHEN CASEY - MWS	58.30
	30/05/2024	NETSWAN NEWSAGENCY	PURCHASE OF STAFF FAREWELL CARD X 2	19.98
	30/05/2024	WESTRAC	SUPPLY 1 X 14M MOTOR GRADER FOR WORKS	171.60
	03/06/2024	WESTPAC BANKING CORPORATION	CARD FEE FOR MWS CARD	75.00
		<b>CREDIT CARD HOLDER - MCS</b>		- <b>1,303.84</b>
	02/05/2024	QUEST ACCOMODATION	ACCOMODATION FOR 5 DAY DOT COURSE - NATALIE GODFREY	922.74
	07/05/2024	NESPRESSO	COFFEE PODS - CRC AND KNIT & NATTER	206.20
	07/05/2024	BREEZE AWAY	AIR CONDITIONER DIVERter - EA TO CEO OFFICE, AIR CONDITIONER DIVERter - MCS OFFICE	99.90
	03/06/2024	WESTPAC BANKING CORPORATION	CARD FEE FOR MCS CARD	75.00
		<b>CREDIT CARD HOLDER - MRS</b>		
	03/06/2024	WESTPAC BANKING CORPORATION	CARD FEE FOR MRS CARD	- <b>75.00</b>

MUNICIPAL ACCOUNT	\$ 2,349,337.77
TRUST ACCOUNT	\$ -
TOTAL	\$ 2,349,337.77
RECOVERABLE	\$ 2,884.27
PART RECOVERABLE	\$ 220.00

## 9.2.2 FINANCIAL REPORTS FOR JUNE 2024

<b>FILE REFERENCE:</b>	Financial Management - Reporting
<b>REPORT DATE:</b>	17 July 2024
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Sam Dolzadelli – Chief Executive Officer
<b>ATTACHMENTS:</b>	1. Financial Reports 2. Financial Health Check

### PURPOSE OF REPORT:

The purpose of this report is to present to Council the Monthly Financial Report (containing the Statement of Financial Activity by Nature) for the month ended 30 June 2024. The Capital Works report has been incorporated into this. A monthly financial health check has been appended to the report to give an overview of how the Shire is tracking against some key financial indicators.

### BACKGROUND:

Under section 6.4(1) of the *Local Government Act 1995*, a local government is required to prepare an annual financial report for the proceeding financial year and such other financial reports as are prescribed. Part 4 of the *Local Government (Financial Management) Regulations 1996* prescribes the minimum contents of the Monthly Financial Report.

Below is the prescribed contents of the Monthly Financial Report.

### Regulation 34 - Statement of Financial Activity

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for the previous month (relevant month) in the following detail:
  - (a) annual budget estimates; and
  - (b) budget estimates to the end of the relevant month (YTD Budget); and
  - (c) actual amounts of expenditure, revenue and income to the end of the relevant month (YTD Actual); and
  - (d) material variances between the comparable amounts (YTD Actual – YTD Budget); and
  - (e) the net current assets at the end of the relevant month and a note containing a summary explaining the composition of net current assets.
- (2) Each statement of financial activity is to be accompanied by documents containing –
  - (a) (removed)
  - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and

- (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity must be shown according to nature classification.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be –
  - (a) Presented at an ordinary meeting of the council within 2 months after the end of the relevant month; and
  - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

### **Regulation 35 – Statement of Financial Position**

- (1) A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month (the **previous month**) and –
  - (a) The financial position of the local government as at the last day of the previous financial year; or
  - (b) If the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.
- (2) A statement of financial position must be –
  - (a) Presented at an ordinary meeting of the council within 2 months after the end of the previous month; and
  - (b) Recorded in the minutes of the meeting at which it is presented.

### **POLICY REQUIREMENTS:**

Council Policy 4.1 – Accounting

### **LEGISLATIVE REQUIREMENTS:**

*Local Government Act 1995*

*Local Government (Financial Management) Regulations 1996*

### **STRATEGIC IMPLICATIONS:**

There are no Strategic Implications relating to this item.

### **SUSTAINABILITY IMPLICATIONS:**

#### ➤ **Environment**

There are no known environmental impacts associated with this proposal.

➤ **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

**FINANCIAL IMPLICATIONS:**

Material variances are disclosed in the Statement of Financial Activity.

As part of the adopted 2023/24 Budget, Council adopted the following thresholds as levels of material variances for financial reporting.

In accordance with regulation 34 (5) of the Local Government (Financial Management) Regulations 1996, and AASB Practice Statement 2 – Making Material Judgements, the level to be used in statements of financial activity in 2023/24 for reporting material variances shall be:

- (a) 10% of the amended budget; or
- (b) \$10,000 of the amended budget.

whichever is greater. In addition, that the material variance limit be applied to total revenue and expenditure for each nature classification and capital income and expenditure in the Statement of Financial Activity.

The financial reports for the period ending 30 June 2024 are attached to the Council Agenda.

**COMMENT:**

This report presents the Statement of Financial Activity by nature or type for the period ended 30 June 2024.

The following is a summary of the headline numbers from the attached report, and explanations for variances is provided in note 1 of the report.

	<b>Original Budget</b>	<b>YTD Budget</b>	<b>YTD Actuals – June 2024</b>
<b>Opening Surplus</b>	<b>2,713,397</b>	<b>2,744,736</b>	<b>2,744,736</b>
Cash Operating Revenue	4,818,635	5,019,250	7,514,555
Profit on asset disposals	15,280	15,280	26,243
Cash Operating Expenditure	(5,365,706)	(6,054,332)	(5,221,302)
Depreciation	(3,656,297)	(8,477,952)	(7,771,685)
Loss on asset disposals	(35,273)	(35,273)	(12,914)
Capital Expenditure	(8,881,056)	(8,597,578)	(5,694,423)
Capital Income	5,114,395	5,193,506	3,599,696
Financing Activities	1,600,335	1,702,022	298,694
Non-cash items (excluded)	3,676,290	8,497,945	7,758,356
<b>Closing Surplus/(Deficit)</b>	<b>0</b>	<b>7,604</b>	<b>3,241,956</b>



## Rates

Rates notices were issued with an effective issuance date of 7 August 2023. As at 30 June 2024, the Shire had receipted \$3,991,693 in rates, ESL and rubbish charges. Due date for payment in full, or first instalment was 11 September 2023. As at 30 June 2024, the gross amount of rates, ESL and rubbish charges outstanding (including arrears, legal charges and interest) is **\$159,144** and of this amount \$37,346 is made up of deferred pensioner rates. Total outstanding equates to 4.16% of the brought forward arrears and current year billing.

Final notices were issued on 18 September, giving ratepayers 14 days to pay any amount outstanding if they were not paying by instalments. Any ratepayers who still had not made payment were issued with a final demand on 13 October, with payment terms of 7 days. On the 25<sup>th</sup> of October any unpaid accounts were sent to the Shire's external debt recovery agent. The total amount owing that is being recovered through the agent as at 30 June 2024 is \$20,672.

## Capital Works

As at 30 June 2024 the Shire has incurred \$5,694,423 in actual expenditure on capital works projects against a current budget of \$8,597,578 representing 66.23% of the budgeted works.

## Depreciation

There is a significant increase in the annual depreciation expense due to the revaluation of infrastructure assets at 30 June 2023. The fair value of roads increased by 194% and the depreciation rates increased by approximately 500%. The fair value of drainage assets increased by 165% and depreciation rates increased by approximately 145%. Depreciation is a non-cash expense, meaning there is no impact on the Shire's funding position. Depreciation for June 2024 has not yet been processed in the accounting system as the asset register is to be finalised first for the 2023/24 FY and audit purposes.

## Closing surplus actual vs estimate

The closing surplus position as shown in this monthly financial report is subject to change based on EOFY accounting entries to be processed. The closing surplus that has been included in the 2024/25 annual budget is \$3,065,879 versus the surplus shown in the June 2024 financial reports of \$3,241,956. There are still numerous EOFY accounting entries to be processed and it is anticipated that the actual closing position for 30 June once audited will be closer to the figure built into the 2024-25 budget.

**VOTING REQUIREMENTS:** Simple Majority.

## OFFICER RECOMMENDATION:

That Council:

1. Receives the Monthly Financial Report (containing the Statement of Financial Activity by nature classification) and Statement of Financial Position for the month ended 30 June 2024, as presented as attachment 1 to this report.
2. Notes the unrestricted municipal surplus of \$3,241,956 for the month ended 30 June 2024 and that this reported surplus is subject to change.
3. Receives the Monthly Financial Health Check as presented as attachment 2 to this report.



## **SHIRE OF WONGAN-BALLIDU**

### **MONTHLY FINANCIAL REPORT**

**30/06/2024**

#### **CONTENTS**

- 01) Statement of Financial Activity
- 02) Statement of Financial Position
- 03) Variance Reporting
- 04) Net Current Assets
- 05) Asset Disposals
- 06) Loans
- 07) Reserves
- 08) Capital Works Program
- 09) Investments
- 10) Bank Reconciliation
- 11) Rates & Sundry Debtors Outstanding

SHIRE OF WONGAN-BALLIDU STATEMENT OF FINANCIAL ACTIVITY BY NATURE FOR 30 JUNE 2024						
	Adopted Budget 2023- 2024	Current Budget 2023-2024	YTD Budget	YTD Actual	Variance Over or Under	10%
<b>Opening Funding Surplus/(Deficit)</b>	<b>2,713,397</b>	<b>2,744,736</b>	<b>2,744,736</b>	<b>2,744,736</b>		
<b>INCOME</b>						
Rates	3,391,941	3,405,941	3,405,941	3,405,437	0.0%	✓
Operating grants, subsidies and contributions	491,067	615,214	615,214	3,070,654	(399.1%)	x
Fees and charges	684,397	635,697	635,697	643,721	(1.3%)	✓
Other Revenue	108,050	144,218	144,218	163,186	(13.2%)	x
Interest	143,180	218,180	218,180	231,557	(6.1%)	✓
Profit on Asset Disposals	15,280	15,280	15,280	26,243	(71.7%)	x
<b>a: TOTAL INCOME</b>	<b>4,833,915</b>	<b>5,034,530</b>	<b>5,034,530</b>	<b>7,540,798</b>		
<b>OPERATING EXPENSES</b>						
Employee Costs	(2,716,739)	(2,853,103)	(2,853,103)	(2,425,724)	15.0%	x
Materials & Contracts	(1,530,009)	(2,093,078)	(2,093,078)	(1,673,561)	20.0%	x
Utility charges	(394,853)	(358,375)	(358,375)	(404,935)	(13.0%)	x
Interest	(43,600)	(43,600)	(43,600)	(41,742)	4.3%	✓
Insurance	(290,861)	(304,527)	(304,527)	(313,875)	(3.1%)	✓
Other General	(389,644)	(401,649)	(401,649)	(361,465)	10.0%	x
Loss on Asset Disposals	(35,273)	(35,273)	(35,273)	(12,914)	63.4%	x
Depreciation	(3,656,297)	(8,477,952)	(8,477,952)	(7,771,685)	8.3%	✓
<b>b: TOTAL OPERATING EXPENSES</b>	<b>(9,057,276)</b>	<b>(14,567,557)</b>	<b>(14,567,557)</b>	<b>(13,005,901)</b>		
<b>Operating activities excluded from budget</b>						
Add back Depreciation	3,656,297	8,477,952	8,477,952	7,771,685		
Adjust (Profit)/Loss on Asset Disposal	19,993	19,993	19,993	(13,329)		
	<b>3,676,290</b>	<b>8,497,945</b>	<b>8,497,945</b>	<b>7,758,356</b>		
<b>Amount attributable to operating activities</b>	<b>(547,071)</b>	<b>(1,035,082)</b>	<b>(1,035,082)</b>	<b>2,293,253</b>		
<b>INVESTING ACTIVITIES</b>						
Non-Operating grants, subsidies and contributions	4,866,395	4,945,506	4,945,506	3,463,624	30.0%	x
Proceeds from disposal of motor vehicles and P&E	248,000	248,000	248,000	136,072	45.1%	x
<b>TOTAL CAPITAL INCOME</b>	<b>5,114,395</b>	<b>5,193,506</b>	<b>5,193,506</b>	<b>3,599,696</b>		
Capex - Land & Buildings	(1,923,572)	(3,600,139)	(3,600,139)	(1,102,991)	69.4%	x
Capex - Furniture & Equipment	(96,060)	(115,829)	(115,829)	(52,131)	55.0%	x
Capex - Intangible Assets	(100,000)	0	0	0	0.0%	✓
Capex - Motor Vehicles	(156,000)	(182,728)	(182,728)	(57,339)	68.6%	x
Capex - Plant	(1,090,546)	(1,182,098)	(1,182,098)	(1,075,397)	9.0%	✓
Capex - Infrastructure - Roads	(5,058,724)	(3,019,695)	(3,019,695)	(3,064,483)	(1.5%)	✓
Capex - Infrastructure - Footpaths	(174,665)	(174,665)	(174,665)	(141,074)	19.2%	x
Capex - Infrastructure - Other	(281,489)	(322,424)	(322,424)	(201,008)	37.7%	x
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>(8,881,056)</b>	<b>(8,597,578)</b>	<b>(8,597,578)</b>	<b>(5,694,423)</b>		
<b>Amount attributable to investing activities</b>	<b>(3,766,661)</b>	<b>(3,404,072)</b>	<b>(3,404,072)</b>	<b>(2,094,727)</b>		
<b>FINANCING ACTIVITIES</b>						
Transfer from reserves	1,840,346	1,890,346	1,890,346	1,341,800	29.0%	x
Transfer to reserves	(893,129)	(841,442)	(841,442)	(945,636)	(12.4%)	x
Lease liabilities principal repayments	(8,882)	(8,882)	(8,882)	(9,458)	(6.5%)	✓
Proceeds on new borrowings	750,000	750,000	750,000	0	100.0%	x
Loan principal repayment	(106,400)	(106,400)	(106,400)	(106,557)	(0.1%)	✓
SSL Principal Reimbursements	18,400	18,400	18,400	18,545	(0.8%)	✓
<b>Amount attributable to financing activities</b>	<b>1,600,335</b>	<b>1,702,022</b>	<b>1,702,022</b>	<b>298,694</b>		
<b>CLOSING SURPLUS / (DEFICIT)</b>	<b>0</b>	<b>7,604</b>	<b>7,604</b>	<b>3,241,956</b>		
** This sheet illustrates the variance analysis. For variance explanation refer to applicable note.			<b>Key</b>	Within budget tolerance of 10%	✓	
				Over budget tolerance of 10%	x	
				Under budget tolerance of 10%	⊕	

**SHIRE OF WONGAN-BALLIDU**  
**STATEMENT OF FINANCIAL POSITION**  
**30/06/2024**

	30 June 2024	2023
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	6,707,644	7,135,083
Trade and other receivables	483,652	977,420
Other financial assets	(145)	18,400
Inventories	62,446	12,918
Other assets	518,751	87,588
Assets classified as held for sale	-	21,155
<b>TOTAL CURRENT ASSETS</b>	<b>7,772,348</b>	<b>8,252,564</b>
<b>NON-CURRENT ASSETS</b>		
Trade and other receivables	37,346	37,346
Other financial assets	291,802	291,802
Inventories	15,236	15,236
Property, plant and equipment	34,072,408	33,266,272
Infrastructure	219,564,676	222,570,816
Right-of-use assets	26,280	26,278
<b>TOTAL NON-CURRENT ASSETS</b>	<b>254,007,748</b>	<b>256,207,750</b>
<b>TOTAL ASSETS</b>	<b>261,780,096</b>	<b>264,460,314</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	692,190	542,301
Other liabilities	136,882	783,471
Lease liabilities	(2,720)	6,738
Borrowings	(571)	105,986
Employee related provisions	343,016	409,042
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,168,797</b>	<b>1,847,538</b>
<b>NON-CURRENT LIABILITIES</b>		
Lease liabilities	18,840	18,840
Borrowings	1,808,674	1,808,674
Employee related provisions	56,384	56,384
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>1,883,898</b>	<b>1,883,898</b>
<b>TOTAL LIABILITIES</b>	<b>3,052,695</b>	<b>3,731,436</b>
<b>NET ASSETS</b>	<b>258,727,401</b>	<b>260,728,878</b>
<b>EQUITY</b>		
Retained surplus	65,721,022	67,326,335
Reserve accounts	3,400,290	3,796,456
Revaluation surplus	189,606,089	189,606,087
<b>TOTAL EQUITY</b>	<b>258,727,401</b>	<b>260,728,878</b>

Shire of Wongan-Ballidu Variance Report 30 June 2024				
<p>The Local Government (Financial Management) Regulations 1996 require that financial statements are presented monthly to council. Council has adopted 10% as its threshold for line items on the Statement of Financial Activity by nature shown on page 1. This report uses a traffic light system to flag those items that are within tolerance and others that fall out of the range. Variances are calculated using a comparison of year to date actual against year to date budget. It needs also to be noted that the early months of the financial year are a period when variance percentages are volatile and extremely sensitive to small movements in actual income and expenditure.</p>				
Code	Variance Actual to YTD Budget	Variance reason	Report Section	Comments
Operating Income				
✓	(504)	Within Threshold	Rates	Within Council variance reporting threshold.
✗	2,455,440	Timing	Operating grants, subsidies and contributions	Favourable - Financial Assistance Grants 85% prepaid in June for 2024-25 FY.
✓	8,024	Within Threshold	Fees and charges	Within Council variance reporting threshold.
✗	18,968	Permanent	Other Revenue	Favourable - Additional insurance reimbursements
✓	13,377	Within Threshold	Interest	Within Council variance reporting threshold.
✗	10,963	Permanent	Profit on Asset Disposals	Favourable - Assets disposed of later in FY, thus net book value is less than estimated and proceeds were also higher than estimated.
Operating Expenditure				
✗	427,379	Permanent	Employee Costs	EOFY accruals and leave provisions to be accounted for of approx. \$50k. In addition to this, approx. \$50k wages allocated to capex which overstates the opex employee costs savings.
✗	419,517	Permanent	Materials & Contracts	Favourable - Due to underspend YTD on various operating, maintenance and special maintenance materials and contracts. Approx. \$200k in carryovers. Accrued expenses to be accounted for.
✗	(46,560)	Permanent	Utility charges	Unfavourable - Standpipe water consumption \$46k over year to date budget. This is recouped through funding and water charges to contractors.
✓	1,858	Within Threshold	Interest	Within Council variance reporting threshold.
✓	(9,348)	Within Threshold	Insurance	Within Council variance reporting threshold.
✗	40,184	Permanent	Other General	Favourable - Underspend of approx. \$20k and \$15k related to expenses allocated to materials and contracts instead.
✗	22,359	Permanent	Loss on Asset Disposals	Timing of asset disposals.
✓	706,267	Within Threshold	Depreciation	Within Council variance reporting threshold.
Investing				
✗	(1,481,882)	Timing	Non-Operating grants, subsidies and contributions	Approx. \$1.04m rolled over to be recognised as income in 2024-25. Phase 2 LRCIP \$252k and WSNF \$90k (own-source contribution) forgone.
✗	(111,928)	Timing	Proceeds from disposal of motor vehicles and P&E	Timing of asset disposals. Proceeds to be realised in 2024-25 FY.
✗	2,497,148	Timing	Capex - Land & Buildings	See Capital Works Report.
✗	63,698	Timing	Capex - Furniture & Equipment	See Capital Works Report.
✓	0	Within Threshold	Capex - Intangible Assets	See Capital Works Report.
✗	125,389	Timing	Capex - Motor Vehicles	See Capital Works Report.
✓	106,701	Within Threshold	Capex - Plant	See Capital Works Report.
✓	(44,788)	Within Threshold	Capex - Infrastructure - Roads	See Capital Works Report.
✗	33,591	Timing	Capex - Infrastructure - Footpaths	See Capital Works Report.
✗	121,416	Timing	Capex - Infrastructure - Other	See Capital Works Report.
Financing				
✗	(548,546)	Permanent	Transfer from reserves	Favourable - Less reserve funds withdrawn
✗	(104,194)	Permanent	Transfer to reserves	Favourable - More funds transferred to reserve.
✓	(576)	Within Threshold	Lease liabilities principal repayments	Within Council variance reporting threshold.
✓	(157)	Within Threshold	Loan principal repayment	Within Council variance reporting threshold.
✓	145	Within Threshold	SSL Principal Reimbursements	Within Council variance reporting threshold.

**SHIRE OF WONGAN-BALLIDU**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2024**

**NET CURRENT ASSETS**

	Positive=Surplus (Negative=Deficit)		
	<b>Budget</b>	<b>Actual</b>	<b>Current</b>
	<b>Last Years Closing</b>	<b>Last Years Closing</b>	<b>30 June 2024</b>
	<b>30 June 2023</b>	<b>30 June 2023</b>	
	\$		\$
<b>Current Assets</b>			
Cash Unrestricted	3,338,628	3,338,628	3,307,354
Cash Restricted - Reserves	3,796,456	3,796,456	3,400,290
Receivables - Rates	86,580	88,209	100,311
Receivables - Other	977,638	976,799	719,638
Receivables - ATO	0	967	182,453
Inventories	28,151	34,072	62,446
Financial assets	18,400	18,400	(145)
	8,245,853	8,253,531	7,772,347
<b>Less: Current Liabilities</b>			
Payables	(448,020)	(429,817)	(610,618)
Payables - ATO	(118,837)	(113,378)	(81,572)
Contract Liabilities - Unspent grants	(783,471)	(783,471)	(136,882)
Employee provisions	(409,042)	(409,043)	(343,016)
Lease liabilities	(8,882)	(6,738)	2,720
Long term borrowings	(106,400)	(105,986)	571
	(1,874,652)	(1,848,433)	(1,168,797)
<b>Net Current Assets</b>	6,371,201	6,405,098	6,603,550
<b>Adjustments to Net Current Assets</b>			
Less: Restricted Cash - Reserves	(3,796,456)	(3,796,456)	(3,400,290)
Less: Current self-supporting loans receivable	(18,400)	(18,400)	145
Less: Trust Interfund Transfer Account	(72)	(72)	0
Add: Liabilities funded by restricted cash	41,842	41,842	41,842
Add: Current portion of borrowings	106,400	105,986	(571)
Add: Current portion of lease liabilities	8,882	6,738	(2,720)
	(3,657,804)	(3,660,362)	(3,361,594)
<b>Net Current Assets used in the Statement of Financial Activity</b>	<b>2,713,397</b>	<b>2,744,736</b>	<b>3,241,956</b>

**SHIRE OF WONGAN-BALLIDU**  
**ANALYSIS OF DISPOSED ASSETS AS AT 30 JUNE 2024**

Asset No	Budget Net Book Value	Current Budget Sale Proceeds	Budget (Profit) / Loss	Actual Net Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
<b>Land &amp; Buildings</b>						
		-	-			-
<b>Motor Vehicles</b>						
Ford Ranger (Works Supervisor)	22,750	30,000	(7,250)	14,625	27,273	(12,648)
Iveco Patient Transfer Bus	3,270	6,000	(2,730)			-
			-			-
<b>Plant &amp; Equipment</b>						
Mack Truck (PTK33)	93,223	85,000	8,223	84,000	94,880	(10,880)
Mack Truck (PTK34)	91,000	85,000	6,000			
Free Roll Attachment (Mtce)	16,000	4,000	12,000	15,416	2,502	12,914
Dual Tip Pig Trailer (PTRL20)	9,700	15,000	(5,300)	8,702	9,570	(868)
Dual Tip Pig Trailer (PTRL23)	19,800	15,000	4,800			-
Gang Mower (PMOW8)	12,250	8,000	4,250			-
Various obsolete equipment				-	1,847	(1,847)
<b>TOTAL</b>	<b>267,993</b>	<b>248,000</b>	<b>19,993</b>	<b>122,743</b>	<b>136,072</b>	<b>(13,329)</b>
<b>By Program</b>						
<b>Recreation &amp; Culture</b>						
Gang Mower (PMOW8)	12,250	8,000	4,250			-
						-
<b>Transport</b>						
Mack Truck (PTK33)	93,223	85,000	8,223	84,000	94,880	(10,880)
Mack Truck (PTK34)	91,000	85,000	6,000			
Free Roll Attachment (Mtce)	16,000	4,000	12,000	15,416	2,502	12,914
			-			-
<b>Other Property &amp; Services</b>						
Ford Ranger (Works Supervisor)	22,750	30,000	(7,250)	14,625	27,273	(12,648)
Dual Tip Pig Trailer (PTRL20)	9,700	15,000	(5,300)	8,702	9,570	(868)
Dual Tip Pig Trailer (PTRL23)	19,800	15,000	4,800			-
Iveco Patient Transfer Bus	3,270	6,000	(2,730)			-
Various obsolete equipment	-	-	-		1,847	(1,847)
			-			-
<b>TOTAL</b>	<b>267,993</b>	<b>248,000</b>	<b>19,993</b>	<b>122,743</b>	<b>136,072</b>	<b>(13,329)</b>
<b>Motor Vehicle and Plant &amp; Equipment Change Over</b>						
	Current Budget Purchase Price	Current Budget Sale	Current Change-Over Budget	Actual Purchase	Actual Sale	Change-Over
<b>Motor Vehicles</b>						
Ford Ranger (Works Supervisor)	60,000	30,000	30,000	57,339	27,273	30,066
Iveco Patient Transfer Bus for new bus	96,000	6,000	90,000	-	-	-
			-			-
<b>Sub-total</b>	<b>156,000</b>	<b>36,000</b>	<b>120,000</b>	<b>57,339</b>	<b>27,273</b>	<b>30,066</b>
<b>Plant &amp; Equipment</b>						
Mack Truck (PTK33) for new truck	309,546	85,000	224,546	310,021	94,880	215,141
Mack Truck (PTK34) for new truck - to be auctioned 24-25	315,000	85,000	230,000	323,970		323,970
Semi-water tanker (PTRL26)	160,000	-	160,000	153,328	-	153,328
Free Roll Attachment (Mtce)	75,000	4,000	71,000	67,445	2,502 TBA	
Dual Tip Pig Trailer (PTRL20)	75,500	15,000	60,500	75,500	9,570	65,930
Dual Tip Pig Trailer (PTRL23) - to be auctioned 24-25	75,500	15,000	60,500	75,571		75,571
Gang Mower (PMOW8) - to be auctioned 24-25	40,000	8,000	32,000	31,648		31,648
Sundry Plant & Equipment	40,000	-	40,000	37,914		37,914
Various obsolete equipment				-	1,847	
<b>Sub-total</b>	<b>1,090,546</b>	<b>212,000</b>	<b>878,546</b>	<b>1,075,397</b>	<b>108,799</b>	<b>903,502</b>
<b>TOTAL</b>	<b>1,246,546</b>	<b>248,000</b>	<b>998,546</b>	<b>1,132,736</b>	<b>136,072</b>	<b>933,568</b>

**SHIRE OF WONGAN - BALLIDU**  
**BORROWINGS AS AT 30 JUNE 2024**

Existing Loans \* Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Proposed Borrowings	Amount Borrowed	Loan Principal Paid in Jun 24	Accrued Int. Due	YTD Interest Paid	Loan Balance @ 30 June 2023	Principal Repayments YTD	Loan Balance @ 30 Jun 24
151A	Aged Persons	Ninan House*	Oct-2032		300,000		-	(7,435)	208,341	(18,714)	189,627
152	Co-Location Construction	Shire	Dec-2039		2,000,000	(22,129)	-	(34,307)	1,706,319	(87,842)	1,618,477
TBA	Volunteer BFB Fire Shed	Shire	-	750,000	-						
<b>TOTAL EXISTING LOANS</b>				<b>750,000</b>	<b>2,300,000</b>	<b>(22,129)</b>	<b>-</b>	<b>(41,742)</b>	<b>1,914,660</b>	<b>(106,557)</b>	<b>1,808,103</b>

Shire Loan Summary  
Self Supporting Loan Summary

-	2,000,000	(22,129)	-	(34,307)	1,706,319	(87,842)	1,618,477
750,000	300,000				208,341	(18,714)	189,627

Current loan liability  
Non current liability  
**Total Loan Liability**

Loan Balance @ 30 Jun 24	SSL	Shire	Total
(84,193)	(18,400)	(65,793)	(84,193)
(1,723,910)	(171,227)	(1,552,684)	(1,723,910)
<b>(1,808,103)</b>	<b>(189,627)</b>	<b>(1,618,477)</b>	<b>(1,808,103)</b>



SHIRE OF WONGAN - BALLIDU															
ANALYSIS OF RESERVE ACCOUNTS AS AT 30 JUNE 2024															
ADOPTED FULL YEAR'S BUDGET								CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 30 JUNE 2024			
Reserve Description	GL Acct.	Budget Opening Balance	Actual Opening Balance	Interest Earned	Transfer to Reserve	Transfer from Reserve	EOY Balance	Transfer in / Interest	Transfer to Reserve	Transfer from Reserve	EOY Balance	Interest Earned	Transfer to Reserve	Transfer from Reserve	Actual Balance
Long Service Leave Reserve	01935	41,842	41,842	-	-	-	41,842	-	-	-	41,842	-	-	-	41,842
Community Resource Centre Reserve	01989	27,923	27,923	-	-	(15,000)	12,923	-	-	(15,000)	12,923	-	-	(15,000)	12,923
Depot Improvement Reserve	01940	10,572	10,572	-	-	-	10,572	-	-	-	10,572	-	-	-	10,572
Historical Publications Reserve	01965	7,126	7,126	-	-	-	7,126	-	-	-	7,126	-	-	-	7,126
Housing Reserve	01955	380,844	380,844	-	-	(200,000)	180,844	-	-	(200,000)	180,844	-	-	-	380,844
Special Projects Reserve	01975	889,102	889,102	85,000	291,670	(250,000)	930,772	85,000	260,522	(300,000)	849,624	161,716	161,716	(50,000)	1,000,818
Patterson Street JV Housing Reserve	01988	59,357	59,357	-	5,000	-	64,357	-	5,000	-	64,357	-	5,000	-	64,357
Plant Reserve	01945	1,267,997	1,267,997	-	586,459	(998,546)	855,910	-	565,920	(998,546)	835,371	-	565,920	(900,000)	933,917
Quinlan Street JV Housing Reserve	01987	59,915	59,915	-	5,000	-	64,915	-	5,000	-	64,915	-	5,000	-	64,915
Stickland JV Housing Reserve	01986	63,582	63,582	-	5,000	-	68,582	-	5,000	-	68,582	-	5,000	-	68,582
Swimming Pool Reserve	01970	343,188	343,188	-	-	(120,000)	223,188	-	-	(120,000)	223,188	-	50,000	(120,000)	273,188
Waste Management Reserve	01920	60,366	60,366	-	-	-	60,366	-	-	-	60,366	-	-	-	60,366
Sporting Co-Location Reserve	01990	237,160	237,160	-	-	(103,800)	133,360	-	-	(103,800)	133,360	-	-	(103,800)	133,360
Building Asset Management Reserve	01993	347,482	347,482	-	-	(153,000)	194,482	-	-	(153,000)	194,482	-	153,000	(153,000)	347,482
<b>TOTALS</b>		<b>3,796,456</b>	<b>3,796,456</b>	<b>85,000</b>	<b>893,129</b>	<b>(1,840,346)</b>	<b>2,849,239</b>	<b>85,000</b>	<b>841,442</b>	<b>(1,890,346)</b>	<b>2,747,552</b>	<b>161,716</b>	<b>945,636</b>	<b>(1,341,800)</b>	<b>3,400,292</b>

SHIRE OF WONGAN-BALLIDU - CAPITAL WORKS REPORT - 30 JUNE 2024

COA	Description	Original Budget	Current Budget	YTD Budget	YTD Actual	Order Value	Total Actual	Variance	Indicator	Completion %	Asset Class
04252	Computer Software (F&E) - CAPEX	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			Intangible Assets
04253	Computer Hardware (F&E)- CAPEX	\$13,640.00	\$13,640.00	\$13,640.00	\$15,674.64	\$0.00	\$15,674.64	-\$2,034.64		115%	Furniture & Equipment
04263	Capex - Chambers ICT Upgrade (F&E)	\$45,000.00	\$63,000.00	\$63,000.00	\$0.00	\$0.00	\$0.00	\$63,000.00		0%	Furniture & Equipment
05232	Capex - Ninan/Hinds BFB Fire Shed	\$750,000.00	\$750,000.00	\$750,000.00	\$0.00	\$0.00	\$0.00	\$750,000.00		0%	Land & Buildings
06010	Cadoux Rec Centre (Buildings) - CAPEX	\$7,500.00	\$10,901.00	\$10,901.00	\$10,900.91	\$0.00	\$10,900.91	\$0.09		100%	Land & Buildings
06408	Community Bus (MV) - CAPEX	\$96,000.00	\$122,728.00	\$122,728.00	\$0.00	\$122,727.27	\$122,727.27	\$122,728.00		0%	Motor Vehicles
06415	CRC Capital Expense (Buildings) - CAPEX	\$28,121.00	\$28,121.00	\$28,121.00	\$0.00	\$0.00	\$0.00	\$28,121.00		0%	Land & Buildings
07628	Medical Centre Furniture & Equipment (F&E)- CAPEX	\$30,000.00	\$30,000.00	\$30,000.00	\$27,268.00	\$0.00	\$27,268.00	\$2,732.00		91%	Furniture & Equipment
07632	Capex - Medical Centre Generator	\$0.00	\$45,000.00	\$45,000.00	\$0.00	\$0.00	\$0.00	\$45,000.00		0%	Plant & Equipment
09061	8 Ellis Street (Buildings)- CAPEX	\$0.00	\$8,000.00	\$8,000.00	\$6,470.00	\$0.00	\$6,470.00	\$1,530.00		81%	Land & Buildings
09066	16 Moore Street (Buildings)- CAPEX	\$20,561.00	\$20,561.00	\$20,561.00	\$0.00	\$0.00	\$0.00	\$20,561.00		0%	Land & Buildings
09085	Capex - Staff Housing - Stickland St and Shields Crescent (LRCIP)	\$0.00	\$1,634,250.00	\$1,634,250.00	\$982,086.70	\$137,351.73	\$1,119,438.43	\$652,163.30		60%	Land & Buildings
10808	Cemetery WH Capex (Infras Other) - CAPEX	\$14,500.00	\$14,500.00	\$14,500.00	\$0.00	\$0.00	\$0.00	\$14,500.00		0%	Infrastructure - Other
10815	Community Park Toilets (Buildings)- CAPEX	\$10,113.00	\$10,113.00	\$10,113.00	\$0.00	\$0.00	\$0.00	\$10,113.00		0%	Land & Buildings
10830	Railway Centre Toilets (Buildings)- CAPEX	\$240,000.00	\$240,000.00	\$240,000.00	\$0.00	\$0.00	\$0.00	\$240,000.00		0%	Land & Buildings
11023	Ballidu Hall (Buildings)- CAPEX	\$153,364.00	\$153,364.00	\$153,364.00	\$0.00	\$0.00	\$0.00	\$153,364.00		0%	Land & Buildings
11030	Community Park WH (Infras Other)- CAPEX	\$23,540.00	\$32,605.00	\$32,605.00	\$26,035.00	\$6,570.00	\$32,605.00	\$6,570.00		80%	Infrastructure - Other
11034	Federation Park (Cadoux) - Capex	\$20,337.00	\$20,337.00	\$20,337.00	\$0.00	\$0.00	\$0.00	\$20,337.00		0%	Land & Buildings
11210	WH Swimming Pool (Infrastructure Other) - CAPEX	\$120,000.00	\$120,000.00	\$120,000.00	\$72,567.53	\$0.00	\$72,567.53	\$47,432.47		60%	Infrastructure - Other
11470	Gang Mower (P&E) - CAPEX	\$40,000.00	\$40,000.00	\$40,000.00	\$31,648.37	\$0.00	\$31,648.37	\$8,351.63		79%	Plant & Equipment
11477	Mocardy Dam (Infras Other)- CAPEX	\$0.00	\$50,000.00	\$50,000.00	\$28,682.62	\$0.00	\$28,682.62	\$21,317.38		57%	Infrastructure - Other
11610	Radio & Television Tower (Buildings) - CAPEX	\$58,906.00	\$58,906.00	\$58,906.00	\$23,166.11	\$0.00	\$23,166.11	\$35,739.89		39%	Land & Buildings
11620	W.H. Recreation Complex (Buildings) - CAPEX	\$106,211.00	\$132,411.00	\$132,411.00	\$43,552.78	\$40,913.00	\$84,465.78	\$88,858.22		33%	Land & Buildings
11621	Ballidu Sports Complex (Buildings) - CAPEX	\$9,800.00	\$9,800.00	\$9,800.00	\$0.00	\$0.00	\$0.00	\$9,800.00		0%	Land & Buildings
11622	Economic Stimulus Project	\$40,000.00	\$40,000.00	\$40,000.00	\$8,403.44	\$0.00	\$8,403.44	\$31,596.56		21%	Infrastructure - Other
11815	Capex - WH Pavilion Generator	\$0.00	\$45,000.00	\$45,000.00	\$0.00	\$0.00	\$0.00	\$45,000.00		0%	Plant & Equipment
12080	Depot Bldg. Capital (Buildings) - CAPEX	\$26,192.00	\$31,692.00	\$31,692.00	\$28,480.40	\$0.00	\$28,480.40	\$3,211.60		90%	Land & Buildings
12610	Trucks - CAPEX	\$624,546.00	\$633,653.00	\$633,653.00	\$633,990.54	\$0.00	\$633,990.54	-\$337.54		100%	Plant & Equipment
12629	Sundry Plant and Equipment (CAPEX)	\$40,000.00	\$40,000.00	\$40,000.00	\$37,914.05	\$0.00	\$37,914.05	\$2,085.95		95%	Plant & Equipment
12631	Dual Pig Trailer- P & E (CAPEX)	\$151,000.00	\$151,000.00	\$151,000.00	\$151,070.55	\$0.00	\$151,070.55	-\$70.55		100%	Plant & Equipment
12633	Free Roll Attachment (Capex)	\$75,000.00	\$67,445.00	\$67,445.00	\$67,445.00	\$0.00	\$67,445.00	\$0.00		100%	Plant & Equipment
12634	Capex - Water Tankers	\$160,000.00	\$160,000.00	\$160,000.00	\$153,328.42	\$0.00	\$153,328.42	\$6,671.58		96%	Plant & Equipment
13610	Museum - CAPEX	\$43,724.00	\$43,724.00	\$43,724.00	\$488.32	\$0.00	\$488.32	\$43,235.68		1%	Land & Buildings
14411	Works Co-Ordinator Utility (Motor Vehicles) - CAPEX	\$60,000.00	\$60,000.00	\$60,000.00	\$57,338.82	\$0.00	\$57,338.82	\$2,661.18		96%	Motor Vehicles
14414	14 Ellis Street - CAPEX	\$8,630.00	\$7,846.00	\$7,846.00	\$7,845.45	\$0.00	\$7,845.45	\$0.55		100%	Land & Buildings
14841	Purchase of Old School Oval (CAPEX)	\$200,000.00	\$200,000.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$200,000.00		0%	Land & Buildings
14866	Capex - Purchase of land & buildings for development	\$200,000.00	\$200,000.00	\$200,000.00	\$0.00	\$29,774.59	\$29,774.59	\$200,000.00		0%	Land & Buildings
14885	Lot 162 Danubin St - CAPEX	\$40,113.00	\$40,113.00	\$40,113.00	\$0.00	\$0.00	\$0.00	\$40,113.00		0%	Land & Buildings
14932	Gravel Pits - Capex	\$83,449.00	\$65,319.00	\$65,319.00	\$65,319.00	\$0.00	\$65,319.00	\$0.00		100%	Infrastructure - Other
40100	CRC Capital Expenditure Furniture & Equipment - CAPEX	\$7,420.00	\$9,189.00	\$9,189.00	\$9,188.32	\$0.00	\$9,188.32	\$0.68		100%	Furniture & Equipment
AROAD	RRG Funded Capital Roadworks (Infras Roads)	\$1,074,795.00	\$1,163,119.00	\$1,163,119.00	\$1,163,355.25	\$0.00	\$1,163,355.25	-\$236.25		100%	Infrastructure - Roads
BROAD	R2R Funded Capital Roadworks (Infras Roads)	\$769,341.00	\$774,822.00	\$774,822.00	\$794,420.66	\$0.00	\$794,420.66	-\$19,598.66		103%	Infrastructure - Roads
DROAD	Own Funded Capital Footpaths (Infras footpaths)	\$174,665.00	\$174,665.00	\$174,665.00	\$141,074.48	\$0.00	\$141,074.48	\$33,590.52		81%	Infrastructure - Footpaths
EROAD	Own Funded Capital Roadworks (Infras Roads).	\$314,014.00	\$332,879.00	\$332,879.00	\$230,067.41	\$0.00	\$230,067.41	\$102,811.59		69%	Infrastructure - Roads
GROAD	Wheatbelt Secondary Freight Network Roadworks (Infra Roads)	\$2,900,574.00	\$748,875.00	\$748,875.00	\$876,639.39	\$0.00	\$876,639.39	-\$127,764.39		117%	Infrastructure - Roads
		<b>\$8,881,056.00</b>	<b>\$8,597,578.00</b>	<b>\$8,597,578.00</b>	<b>\$5,694,422.16</b>	<b>\$337,336.59</b>	<b>\$6,031,758.75</b>	<b>\$2,903,155.84</b>		66%	

Asset Class	Original Budget	Current Budget	YTD Budget	YTD Actual	PO	Total Actual	Variance	Indicator	Completion %
Land & Buildings	\$1,923,572	\$3,600,139	\$3,600,139	\$1,102,991	\$208,039	\$1,311,030	\$2,497,148		31%
Furniture & Equipment	\$96,060	\$115,829	\$115,829	\$52,131	\$0	\$52,131	\$63,698		45%
Intangible Assets	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0		
Motor Vehicles	\$156,000	\$182,728	\$182,728	\$57,339	\$122,727	\$180,066	\$125,389		31%
Plant & Equipment	\$1,090,546	\$1,182,098	\$1,182,098	\$1,075,397	\$0	\$1,075,397	\$106,701		91%
Infrastructure - Roads	\$5,058,724	\$3,019,695	\$3,019,695	\$3,064,483	\$0	\$3,064,483	-\$44,788		101%
Infrastructure - Footpaths	\$174,665	\$174,665	\$174,665	\$141,074	\$0	\$141,074	\$33,591		81%
Infrastructure - Other	\$281,489	\$322,424	\$322,424	\$201,008	\$6,570	\$207,578	\$121,416		62%
	<b>\$8,881,056.00</b>	<b>\$8,597,578.00</b>	<b>\$8,597,578.00</b>	<b>\$5,694,422.16</b>	<b>\$337,336.59</b>	<b>\$6,031,758.75</b>	<b>\$2,903,155.84</b>		66%

Total Actual < Current Budget

No Current Budget

No YTD Actual

Total Actual > Current Budget

SHIRE OF WONGAN - BALLIDU  
INVESTMENT REPORT FOR 30 JUNE 2024

**MUNICIPAL INVESTMENTS**

**Matured Municipal Investments**

Invest No.	Name	Maturity date	Particulars	From	To	Days	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
Total of matured municipal investments							\$ -	\$ -	\$ -	\$ -	\$ -

**Current Municipal Investments**

Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
036-177 160485	Westpac Online Saver Account	1/07/2023					\$ 1,301,017.67	\$ 100,000.00	\$ 41,037.95	\$ 1,442,055.62	\$ 41,037.95
Total of current municipal investments							\$ 1,301,017.67	\$ 100,000.00	\$ 41,037.95	\$ 1,442,055.62	\$ 41,037.95

**RESERVE INVESTMENTS**

**Matured Reserve Investments**

Invest No.	Name	Maturity date	Particulars	From	To	Days	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
Total of matured reserve investments							\$ -	\$ -	\$ -	\$ -	\$ -

**Current Reserve Investments**

Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
036-177 160629	Westpac Reserve Saver	1/07/2023					\$ 2,715,126.70	\$ (260,471.83)	\$ 161,715.57	\$ 2,616,370.44	\$ 161,715.57
Total of reserve investments and cash							\$ 2,715,126.70	\$ (260,471.83)	\$ 161,715.57	\$ 2,616,370.44	\$ 161,715.57

Total of matured municipal and reserve investment							\$ -	\$ -	\$ -	\$ -	\$ -
Total of current municipal and reserve investment and cash							\$ 4,016,144.37	\$ (160,471.83)	\$ 202,753.52	\$ 4,058,426.06	\$ 202,753.52

**SHIRE OF WONGAN-BALLIDU**  
**BANK RECONCILIATIONS FOR 30 JUNE 2024**

	Total	Municipal (01106+01102)	Trust (21100)	Reserve (01105)	Cash On Hand (01101)
<b>Opening Balance</b>	6,043,256.11	3,399,770.17	35,315.56	2,607,170.38	1,000.00
<b>Add:</b> Receipts	3,829,798.71	3,036,678.62		793,120.09	
Unallocated Deposits	-	-			
Transfers In/(Out)	(783,920.00)	(783,920.00)			
Transfers In/(Out)	-				
	-				
<b>Less:</b> Payments - EFT & Cheques	(2,349,337.77)	(2,349,337.77)			
Payments - Bank Fees	(717.66)	(717.66)			
Adjustments & Transfers	3,880.50	3,880.50			
Unallocated payments	-	-			
<b>Balance as per General Ledger</b>	<b>6,742,959.89</b>	<b>3,306,353.86</b>	<b>35,315.56</b>	<b>3,400,290.47</b>	<b>1,000.00</b>
<b>Balance as per Bank Statements</b>	2,676,371.50	2,641,055.94	35,315.56		
<b>Balance as per Bank Deposit Certificates</b>	2,616,370.44	-		2,616,370.44	
<b>Balance as per Holder Certificates</b>	1,443,055.62	1,442,055.62			1,000.00
<b>Add:</b> Outstanding Deposits	792,923.33	9,003.30		783,920.03	
Adjustments - Unallocated deposits	-				
	-				
<b>Less:</b> Unpresented Payments	(785,761.00)	(785,761.00)			
	-				
Adjustments & Transfers	-	-			
Rounding	-				
<b>Balance as per Cash Book</b>	<b>6,742,959.89</b>	<b>3,306,353.86</b>	<b>35,315.56</b>	<b>3,400,290.47</b>	<b>1,000.00</b>

Created:



Reviewed:



SHIRE OF WONGAN - BALLIDU RATES AND CHARGES OUTSTANDING 30 JUNE 2024				
		Rates and Charges Raised for 2023/2024	\$ 3,679,884.40	Rates and service charges - raised 07.08.23
		Arrears 1 July 2023	\$ 145,028.00	
Rates and Charges Outstanding Breakdown				
Total Amount Outstanding		30-Jun-24	\$ 159,143.61	4.16%
Outstanding same time last year		30-Jun-23	\$ 145,028.00	4.20%
SUNDRY DEBTORS OUTSTANDING 30 JUNE 2024				
Debtors Ageing Summary				
Current			\$ 182,177.24	
30 Days			\$ 1,395.96	
60 Days			\$ 500.00	
90 Days & Over			\$ 57,290.05	\$55,860 (Firm, see below)
Credit Balance			\$ (6,655.62)	
Total Outstanding			\$ 234,707.63	
Accounts 90 Days & Over:				
Date	Dr No.	Comments	Amount	
30/06/2021	1382	Refund	\$ 55,860.40	Company in administration - Proof of debt submitted. Update - Liquidator has notified creditors that 2 cents in the dollar is likely. Provision for bad debt has been made at 30 June 2023 and debt will go to Council to be formally written off in 2023/24.
13/10/2023	1502	Wongan Hills Refusal Site and Standpipe Charges	\$ 1,189.65	To be written off per Council resolution as part of EOFY process.
7/03/2024	1591	Boomer Advertising	\$ 240.00	Followed up and have spoken to them on 05/07 by phone and email. Provided outstanding amounts and payment details. Awaiting for payment to be made.
Total			\$ 57,290.05	

# MONTHLY FINANCIAL HEALTH CHECK



As at 30 June 2024

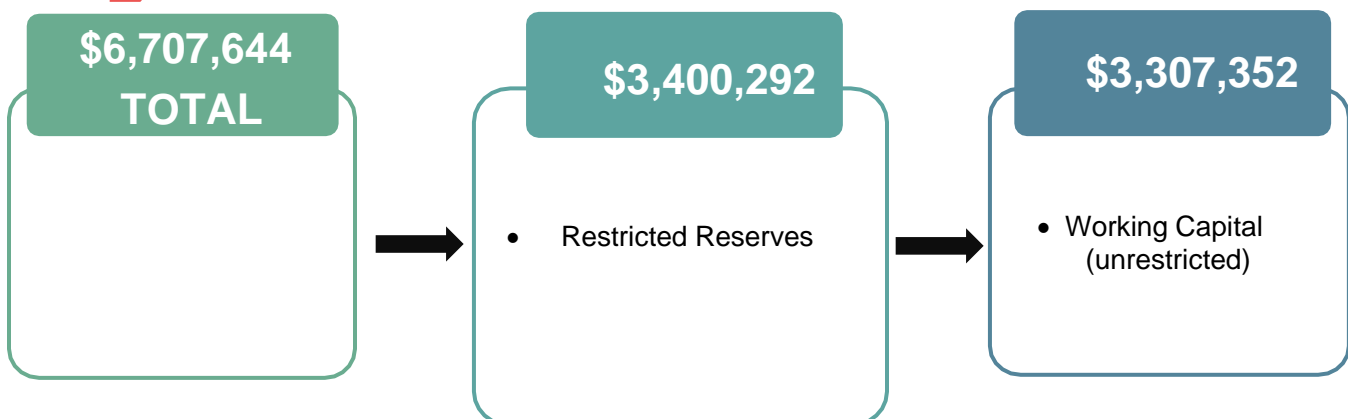
Highlighting how the Shire of Wongan-Ballidu is  
tracking against financial ratios

Financial Snapshot (Year to Date)	Actual
Operating Revenue	\$7,540,798
Operating Expenditure (Including Non-Cash Items)	(\$13,005,901)
Non-Cash Items	\$7,758,356
Capital Revenue	\$3,599,696
Capital Expenditure	(\$5,694,423)
Loan Repayments	(\$106,557)
Lease Liability Principal Repayments	(\$9,458)
SSL Reimbursements	\$18,545
Transfers (to)/from Reserves	\$396,164
Surplus Brought Forward 1 July 2023	\$2,744,736
<b>Current Municipal Surplus</b>	<b>\$3,241,956</b>

## Financial health indicators



## Cash in the bank



## ► How are we tracking against our budgeted targets?

### Adjusted Operating Surplus

A measure of the Shire's ability to cover its operational costs including depreciation and have funds left over to cover capital expenditure (including principal loan repayments) without relying on debt or reserves.

Minimum Target is 1%

Shire's YTD Performance is -122.26%

Do we measure up? **✗ No**

- Adjusted operating surplus and self-sufficient ratios are high in the earlier part of the year due to rates being fully billed in August. However, as the year progresses, operating expenditure will continue to draw on this revenue source reducing to target by 30 June 2024.

### Asset Sustainability Ratio

Measures if the Shire is replacing or renewing existing non-financial assets at the same rate that its overall asset stock is wearing out.

Minimum Target is 90%

Shire's YTD Performance is 56.83%

Do we measure up? **✗ No**

- Due to infrastructure revaluation, roads and drainage fair values have increased significantly as well as depreciation rates.



### 9.2.3 ADOPTION OF 2024-25 ANNUAL BUDGET

<b>REPORT DATE:</b>	15 July 2024
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Informal Council Meetings – April, May, June 2024
<b>AUTHOR:</b>	Sam Dolzadelli – Chief Executive Officer
<b>ATTACHMENTS:</b>	1. Annual Budget and supplementary Information 2024-25

#### **PURPOSE OF REPORT:**

To present the Shire's 2024-25 Annual Budget to Council for adoption, including the striking of general rates and minimum payments, adoption of fees and charges, and other consequential matters arising from the budget papers.

#### **BACKGROUND:**

The 2024-25 Budget is compiled on the principles contained within the Strategic Community Plan. The Budget is prepared based on presentations made to elected members at the Informal Council Meetings over the last few months. These meetings included discussion of the capital works program and other priorities for inclusion in the 2024/25 Annual Budget.

Council provided support for the proposed increase to the Shire's gross rate revenue yield of 5% at the Informal Council Meeting held on 22 May 2024. Council also provided support for an increase in non-statutory fees and charges by 5% and waste charges by 20% (increased to \$360 for 2024/25 from \$300 in 2023/24). Elected member fees have remained unchanged from 2023/24.

#### **POLICY REQUIREMENTS:**

4.1 - Accounting

#### **LEGISLATIVE REQUIREMENTS:**

Section 6.2 of the *Local Government Act 1995* requires, that no later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt by absolute majority, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of Part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 2024/25 Budget as presented is considered to meet statutory requirements.

Section 5.63 (1) of the *Local Government Act 1995* specifically excludes the need to declare a financial interest where matters; have an interest in common to a significant number of ratepayers/electors; relate to the imposition of any rate, charge or fee; relate to a fee, reimbursement of an expense or an allowance payable to elected members.

Sections 5.98, 5.98A, 5.99 and 5.99A of the *Local Government Act 1995* prescribe the fees and allowances applicable to Elected Members, Mayor or President and Deputy Mayor or President.

The *Local Government (Administration) Regulations 1996* prescribe further details on limits and extent of fees, allowances and expenses for reimbursement:

- Regulation 30 Meeting Attendance Fees
- Regulation 31 Expenses to be reimbursed
- Regulation 32 Expenses that may be approved for reimbursement

#### STRATEGIC IMPLICATIONS:

Nil

#### SUSTAINABILITY IMPLICATIONS:

- **Environment**  
There are no known environmental impacts associated with this proposal.
- **Economic**  
There are no known economic impacts associated with this proposal.
- **Social**  
There are no known social implications associated with this proposal.

#### FINANCIAL IMPLICATIONS:

Nil. The 2024-25 Annual Budget as presented for adoption is a balanced budget.

#### COMMENT:

The 2024/25 Budget is built on the premise of an estimated surplus brought forward from the 2023/24 financial year of \$3,065,879. This estimate is derived as follows:

Description	Amount
Mid-Year Budget Review – Estimated Surplus 30 June 2024	\$7,604
<b>Adjusted for:</b>	
Advance payment of Financial Assistance Grants	\$2,467,508
Increase in operating revenue (incl. rates)	\$27,459
Savings in employee costs	\$311,357
Savings/rollovers in materials and contracts	\$367,578
Increase in utility charges	(\$51,625)
Increase in insurance expenses	(\$9,348)
Savings in other expenditure	\$36,649
Decrease in capital grant revenue (timing)	(\$1,481,881)
Unspent capital expenditure budget (rollovers/savings)	\$2,915,246
Decrease in proceeds on sale of assets (timing)	(\$111,928)
Reduction in net transfers from reserves	(\$652,740)
Reduction in new borrowings	(\$750,000)
Estimated movement in deferred rates	(\$10,000)
<b>Estimated Surplus Brought Forward 1 July 2024</b>	<b>\$3,065,879</b>

## **2024/25 Budget Details**

The 2024/25 Budget has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards. The key features of the Budget are:

- Net rate revenue of \$3,565,703. The general rates and minimum payments rate yield has increased by 5%. This includes \$39,776 ex-gratia rates from CBH. The rates increase is due to the economic environment with CPI for the March 2023 – March 2024 period recorded as 3.4% in Perth and the Local Government Cost Index recorded as 3.9%. In order to effectively fund future investment in the Shire, with limited own-source revenue streams, it was deemed appropriate for an above CPI increase.
- The schedule of fees and charges is attached for adoption by Council. Fees and charges income is budgeted at \$711,377. All non-statutory fees and charges (excluding waste charges) have been increased by 5% to ensure at minimum, cost recovery is maintained.
- Waste charges have been increased by 20%. The justification for this increase is to achieve full cost recovery of the provision of waste services. A waste pricing model was presented to Council at the Informal Council Meeting on 24 April 2024 and Council provided in principle support for the model and pricing increases over the next 7-8 years. The Shire's waste collection contractor has passed on the 3.4% CPI increase as well, which means in order for the Shire to bridge the gap between cost and recovery of waste services, a greater than CPI increase is required.
- A capital works program of circa \$9.81m is included in the attached. This includes \$2.50m of capital works carryovers from the 2023/24 financial year. The capital works program is largely funded by grants (\$4.7m), reserves (\$1.19m) and loan funds (\$1.5m), with the Shire own-source municipal contribution to the program being circa \$2.42m.
- Council has established various reserve accounts to which monies are set aside at the discretion of Council to fund future service delivery requirements. These reserve accounts are itemised in the attached budget notes and include provision for a total transfer to reserve of \$1.21m and total transfer from reserve of \$1.19m. This will provide the Shire with a forecast closing reserves balance at 30 June 2025 of \$3.4m
- Whilst not explicitly included in the draft Budget, as it is a balance sheet item only, the Shire does administer the collection of the Emergency Services Levy on behalf of the Government of Western Australia. The Shire has been advised of the new rates as follows; ESL rates have generally been increased by approximately 5.1%.

ESL Category	Rate per \$GRV	Minimum ESL Charges	Maximum ESL Charges		
	All Property Uses	All Property Uses	Single-unit Residential, Vacant Land and Non-Commercial Farming	Multi-unit Residential (Residential with more than 1 sub)	Commercial, Industrial and Miscellaneous
Category 1	\$0.014555	\$103	\$508	\$508 x relevant no. of units (sub)	\$290,000
Category 2	\$0.010918	\$103	\$381	\$381 x relevant no. of units (sub)	\$218,000
Category 3	\$0.007278	\$103	\$254	\$254 x relevant no. of units (sub)	\$145,000
Category 4	\$0.005094	\$103	\$178	\$178 x relevant no. of units (sub)	\$102,000
Category 5	Fixed charge \$103				
Mining Tenements	Fixed charge \$103				

### **Elected Member Fees and Allowances for 2024/25**

Section 72B(2) of the *Salaries and Allowances Act 1995* requires the Salaries and Allowances Tribunal (SAT) to determine the setting of fees, allowances and reimbursement of expenses to be paid under the *Local Government Act 1995* to Elected Members each year.

The Salaries and Allowances Tribunal recommends that each local government should conduct a remuneration review of Elected Member Fees and Allowances on an annual basis, following each determination. The Tribunal, in their determination dated 5 April 2024, has determined a 4% increase in maximum thresholds for remuneration, fees, expenses and allowance ranges provided to CEOs and elected members for 2024/25.

The 2024/25 Budget recommends that all fees and allowances, including the ICT allowance remain set at the amounts adopted in the 2023/24 Budget.

Below is a summary of the fees and allowances set in the 2024/25 budget.

<b>Fee/Allowance</b>	<b>SAT Max</b>	<b>2024/25 Budget</b>
Council Meeting Attendance – Elected Member other than the President (per meeting)	\$250	\$125
Council Meeting Attendance – President (per meeting)	\$510	\$255
Committee Meeting Attendance (per meeting)	\$125	\$62.50
Annual allowance for President	\$20,875	\$10,438
Annual allowance for Deputy President	\$5,218.75	\$2,609.50
Annual ICT Allowance (per Elected Member)	\$3,500	\$3,000

### **Loan borrowings**

The Shire received the ESL funding grant approvals from DFES on 19 July 2023. The Shire is approved for a capital grant for the construction of a new facility (bush fire brigade shed) of \$750,000. The Shire has received approval from DFES for the construction of a co-located fire brigade facility with the local government BFBs and Wongan Hills VFRS.

To this end, DFES have committed in principle to increase the funding towards this co-location facility and thus based on estimates it is recommended the Shire include new loan borrowings of \$1.5m in the 2024/25 budget. The Shire must enter into a self-supporting loan (SSL) arrangement with DFES in

order to secure this funding. The Shire will be required to submit a loan application with Western Australia Treasury Corporation (WATC) and when the loan repayments commence, DFES will reimburse the Shire for the loan repayments (principal and interest). The Shire has included a provision in the annual budget under financing activities as 'proceeds from new borrowings' of \$1.5m and a matching amount in the capital expenditure budget for the new shed of \$1.5m.

The Shire does not expect to drawdown on the loan until the second-half of the 2024/25 financial year. As the loan will be semi-annual repayments, the Shire will not be making any loan repayments in the 2024/25 financial year and thus no loan repayments, or matching reimbursement from DFES has been included in the budget.

This loan has nil impact on the Shire's funding position, as the loan repayments (principal and interest) will be fully recouped from DFES.

**VOTING REQUIREMENTS:** See recommendations.

#### **OFFICER RECOMMENDATION:**

##### **PART A – MUNICIPAL FUND ANNUAL BUDGET FOR 2024-25**

That Council:

1. Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopts the Municipal Fund Budget as contained as attachment 1 of this agenda, for the Shire of Wongan-Ballidu for the 2024/25 financial year which includes the following:
  - a. Statement of Comprehensive Income by Nature on page 1 showing a budgeted net result for 2024-25 of (\$3,651,536)
  - b. Statement of Cashflows on page 3 showing cash and cash equivalents at 30 June 2025 of \$3,797,919
  - c. Statement of Financial Activity by Nature on page 1 showing a budgeted closing position at 30 June 2025 of \$0 and amount to be raised from rates of \$3,565,703
  - d. Transfers to/from reserve accounts as detailed in note 9 on page 19
  - e. All other statutory notes forming part of the statutory budget
  - f. Additional schedules and supplementary information as provided.

**ABSOLUTE MAJORITY REQUIRED**

## PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS AND CONCESSIONS

That Council;

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted as Part A above, Council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* resolves to impose the following rate in the dollar for each of the below general rates categories and minimum payments:

### a) General Rates

UV – Mining	0.6100 cents in the dollar Expressed as 0.00610
UV – Rural	0.6100 cents in the dollar Expressed as 0.00610
GRV – Wongan Hills	8.9010 cents in the dollar Expressed as 0.08910
GRV – Ballidu/Cadoux	8.9010 cents in the dollar Expressed as 0.08910

### b) Minimum Payments

UV – Mining	\$422
UV – Rural	\$422
GRV – Wongan Hills	\$782
GRV – Ballidu/Cadoux	\$422

2. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64 (2) of the *Local Government (Financial Management) Regulations 1996*, Council resolves to impose the following due dates for the payment of rates in full by single payment and over four instalments:

### Four Instalments

Full payment and first instalment due date	30 September 2024
2 <sup>nd</sup> instalment due date	02 December 2024
3 <sup>rd</sup> instalment due date	03 February 2025
4 <sup>th</sup> instalment due date	07 April 2025

1. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) Regulations 1996*, Council resolves to impose an instalment administration charge where the owner has elected to pay rates and service charges through an instalment option of \$14.00 for each instalment after the initial instalment is paid (excluding eligible pensioners).

2. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, Council resolves to impose an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option (excluding eligible pensioners).

3. Pursuant to section 6.51 (1) and subject to section 6.51 (4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, Council resolves to impose an interest rate of 11% for rates and service charges and costs of proceedings to recover such charges that remains unpaid after becoming due and payable (excluding eligible pensioners).

4. In accordance with the provisions of section 6.49 of the *Local Government Act 1995*, resolves to authorise the Chief Executive Officer to enter into special payment arrangements with ratepayers for the payment of general rates, emergency services levy, refuse charges and private swimming pool inspection fees during the 2024/25 financial year.

**ABSOLUTE MAJORITY REQUIRED**

## PART C – EMERGENCY SERVICES LEVY

That Council:

In accordance with the provisions of sections 36B and 36L of the *Fire and Emergency Services Authority of Western Australia Act 1998*, **resolves** to impose the 2024/25 Emergency Services Levy Rates and Minimum and Maximum Payments on land as follows:

ESL Category	Rate per \$GRV	Minimum ESL Charges	Maximum ESL Charges		
	All Property Uses	All Property Uses	Single-unit Residential, Vacant Land and Non-Commercial Farming	Multi-unit Residential (Residential with more than 1 sub)	Commercial, Industrial and Miscellaneous
Category 1	\$0.014555	\$103	\$508	\$508 x relevant no. of units (sub)	\$290,000
Category 2	\$0.010916	\$103	\$381	\$381 x relevant no. of units (sub)	\$218,000
Category 3	\$0.007278	\$103	\$254	\$254 x relevant no. of units (sub)	\$145,000
Category 4	\$0.005094	\$103	\$178	\$178 x relevant no. of units (sub)	\$102,000
Category 5	Fixed charge \$103				
Mining Tenements	Fixed charge \$103				

1. In accordance with the provisions of section 36S of the *Fire and Emergency Services Act 1998*, **resolves** to impose interest on all current and arrears amounts of emergency services levy at the rate of 11% per annum which remain unpaid after the due date (excluding eligible pensioners).

**SIMPLE MAJORITY REQUIRED**



## PART D – RESERVE FUNDS

That Council:

1. Pursuant to section 6.11 of the *Local Government Act 1995*, that Council resolves to establish and maintain the Reserves as detailed on page 3 of the 2024/25 Budget, with \$1,209,165 budgeted to be transferred to Reserves and \$1,192,800 budgeted to be transferred from Reserves.
2. Resolves to transfer 100% of interest earnings from the investment of Reserves into the Plant Reserve, with the exception of any interest earned on the developer contribution reserves which must be applied to those Reserves under section 154 of the Planning and Development Act 2005.

**SIMPLE MAJORITY REQUIRED**

## PART E – GENERAL FEES AND CHARGES FOR 2024/25

That Council:

1. Pursuant to section 6.16 of the *Local Government Act 1995*, Council **adopts** the Schedule of Fees and Charges as included in the Supplementary Information of the 2024/25 Budget as contained in attachment 1 of this agenda.
2. Pursuant to section 6.13 of the *Local Government Act 1995* and regulation 19A of the *Local Government (Financial Management) Regulations 1996* **resolves** to impose an interest rate of 11% for all sundry debts outstanding over 35 days.

**ABSOLUTE MAJORITY REQUIRED**

## PART F – OTHER STATUTORY FEES AND CHARGES FOR 2024/25

That Council:

1. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, Council **resolves** to impose the following charges for the removal and deposit of waste and additional receptacle services:

Description	Fee
Rubbish and Recycling charges per service (1 of each bin) – Wongan Hills Domestic	\$360 per annum
Rubbish and Recycling charges per service (1 of each bin) – Ballidu Domestic	\$360 per annum
Rubbish and Recycling charges per service (1 of each bin) – Wongan Hills Commercial	\$360 per annum
Rubbish and Recycling charges per service (1 of each bin) – Ballidu Commercial	\$360 per annum
Additional service (1 of each bin)	\$360 per annum

**ABSOLUTE MAJORITY REQUIRED**



## PART G – MATERIAL VARIANCE REPORTING FOR 2024/25

That Council:

In accordance with regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996*, and AASB Practice Statement 2 - Making Materiality Judgements, adopts the level to be used in statements of financial activity in 2024/25 for reporting material variances as:

- a) 10% of the amended budget; or
- b) \$10,000 of the amended budget

whichever is greater. In addition, that the material variance limit be applied to total revenue and expenditure for each Nature classification and capital income and expenditure in the Statement of Financial Activity.

**SIMPLE MAJORITY REQUIRED**

## PART H – ELECTED MEMBER FEES AND ALLOWANCES

That Council:

Pursuant to sections 5.98, 5.98A, and 5.99A of the *Local Government Act 1995*, **adopts** the following amounts for elected member fees and allowances for the 2024/25 financial year:

Fee/Allowance	2024/25 Budget
Council Meeting Attendance – Elected Member other than the President (per meeting)	\$125
Council Meeting Attendance – President (per meeting)	\$255
Committee Meeting Attendance (per meeting)	\$62.50
Annual allowance for President	\$10,438
Annual allowance for Deputy President	\$2,609.50
Annual ICT Allowance (per Elected Member)	\$3,000

**SIMPLE MAJORITY REQUIRED**

**SHIRE OF WONGAN-BALLIDU**  
**ANNUAL BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2025**  
**LOCAL GOVERNMENT ACT 1995**

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**SHIRE'S VISION**

Inclusive communities and thriving places, offering a vibrant future for all.  
The Shire's mission is to provide the foundations for community and business to lead and flourish into the future.

**SHIRE OF WONGAN-BALLIDU**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**FOR THE YEAR ENDED 30 JUNE 2025**

	Note	2024/25 Budget	2023/24 Actual	2023/24 Budget
<b>Revenue</b>		\$	\$	\$
Rates	2(a)	3,565,703	3,405,437	3,391,941
Grants, subsidies and contributions		971,699	3,070,654	491,067
Fees and charges	15	711,377	643,925	684,397
Interest revenue	10(a)	191,000	231,014	143,180
Other revenue		204,700	163,187	108,050
		5,644,479	7,514,217	4,818,635
<b>Expenses</b>				
Employee costs		(2,813,607)	(2,541,746)	(2,716,739)
Materials and contracts		(1,577,128)	(1,725,500)	(1,530,009)
Utility charges		(398,106)	(410,000)	(394,853)
Depreciation	6	(8,484,522)	(8,484,522)	(3,656,297)
Finance costs	10(c)	(41,000)	(43,600)	(43,600)
Insurance		(292,363)	(313,875)	(290,861)
Other expenditure		(385,937)	(365,000)	(389,644)
		(13,992,663)	(13,884,243)	(9,022,003)
		(8,348,184)	(6,370,026)	(4,203,368)
Capital grants, subsidies and contributions		4,678,244	3,463,625	4,866,395
Profit on asset disposals	5	51,388	24,396	15,280
Loss on asset disposals	5	(32,984)	(12,914)	(35,273)
		4,696,648	3,475,107	4,846,402
<b>Net result for the period</b>		<b>(3,651,536)</b>	<b>(2,894,919)</b>	<b>643,034</b>
<b>Other comprehensive income for the period</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
<b>Total other comprehensive income for the period</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Total comprehensive income for the period</b>		<b>(3,651,536)</b>	<b>(2,894,919)</b>	<b>643,034</b>

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF WONGAN-BALLIDU**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**CASH FLOWS FROM OPERATING ACTIVITIES**

	Note	2024/25 Budget	2023/24 Actual	2023/24 Budget
<b>Receipts</b>		\$	\$	\$
Rates		3,565,703	3,410,904	3,391,941
Grants, subsidies and contributions		971,699	3,326,775	1,234,125
Fees and charges		711,377	643,925	684,397
Interest revenue		191,000	231,014	143,180
Other revenue		204,700	163,187	108,050
		5,644,479	7,775,805	5,561,693
<b>Payments</b>				
Employee costs		(2,813,607)	(2,679,383)	(2,716,739)
Materials and contracts		(1,577,128)	(1,463,811)	(1,777,124)
Utility charges		(398,106)	(410,000)	(394,853)
Finance costs		(41,000)	(44,020)	(43,600)
Insurance paid		(292,363)	(313,875)	(290,861)
Other expenditure		(385,937)	(365,000)	(389,644)
		(5,508,141)	(5,276,089)	(5,612,821)
<b>Net cash provided by (used in) operating activities</b>	4	136,338	2,499,716	(51,128)

**CASH FLOWS FROM INVESTING ACTIVITIES**

Payments for purchase of property, plant & equipment	5(a)	(4,540,355)	(2,280,901)	(3,266,178)
Payments for construction of infrastructure	5(b)	(5,267,859)	(3,401,431)	(5,514,878)
Payments for intangible assets	5(c)	0	0	(100,000)
Capital grants, subsidies and contributions		4,815,126	2,718,894	4,416,323
Proceeds from sale of property, plant and equipment	5(a)	541,000	136,072	248,000
Proceeds on financial assets at amortised cost - self supporting loans	7(a)	18,400	18,400	18,400
<b>Net cash (used in) investing activities</b>		(4,433,688)	(2,808,966)	(4,198,333)

**CASH FLOWS FROM FINANCING ACTIVITIES**

Repayment of borrowings	7(a)	(106,400)	(106,400)	(106,400)
Payments for principal portion of lease liabilities	8	(8,882)	(8,882)	(8,882)
Proceeds from new borrowings	7(a)	1,500,000	0	750,000
<b>Net cash provided by (used in) financing activities</b>		1,384,718	(115,282)	634,718
<b>Net (decrease) in cash held</b>		(2,912,632)	(424,532)	(3,614,743)
Cash at beginning of year		6,710,551	7,135,083	7,135,084
<b>Cash and cash equivalents at the end of the year</b>	4	<b>3,797,919</b>	<b>6,710,551</b>	<b>3,520,341</b>

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF WONGAN-BALLIDU**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**OPERATING ACTIVITIES**

**Revenue from operating activities**

Rates  
Grants, subsidies and contributions  
Fees and charges  
Interest revenue  
Other revenue  
Profit on asset disposals

**Expenditure from operating activities**

Employee costs  
Materials and contracts  
Utility charges  
Depreciation  
Finance costs  
Insurance  
Other expenditure  
Loss on asset disposals

Non cash amounts excluded from operating activities

**Amount attributable to operating activities**

**INVESTING ACTIVITIES**

**Inflows from investing activities**

Capital grants, subsidies and contributions  
Proceeds from disposal of assets  
Proceeds from financial assets at amortised cost - self supporting loans

**Outflows from investing activities**

Payments for property, plant and equipment  
Payments for construction of infrastructure  
Payments for intangible assets

**Amount attributable to investing activities**

**FINANCING ACTIVITIES**

**Inflows from financing activities**

Proceeds from new borrowings  
Transfers from reserve accounts

**Outflows from financing activities**

Repayment of borrowings  
Payments for principal portion of lease liabilities  
Transfers to reserve accounts

**Amount attributable to financing activities**

**MOVEMENT IN SURPLUS OR DEFICIT**

**Surplus at the start of the financial year**

Amount attributable to operating activities  
Amount attributable to investing activities  
Amount attributable to financing activities

**Surplus/(deficit) remaining after the imposition of general rates**

Note	2024/25 Budget	2023/24 Actual	2023/24 Budget
	\$	\$	\$
2(a)(i)	3,565,703	3,405,437	3,391,941
	971,699	3,070,654	491,067
15	711,377	643,925	684,397
10(a)	191,000	231,014	143,180
	204,700	163,187	108,050
5	51,388	24,396	15,280
	5,695,867	7,538,613	4,833,915
	(2,813,607)	(2,541,746)	(2,716,739)
	(1,577,128)	(1,725,500)	(1,530,009)
	(398,106)	(410,000)	(394,853)
6	(8,484,522)	(8,484,522)	(3,656,297)
10(c)	(41,000)	(43,600)	(43,600)
	(292,363)	(313,875)	(290,861)
	(385,937)	(365,000)	(389,644)
5	(32,984)	(12,914)	(35,273)
	(14,025,647)	(13,897,157)	(9,057,276)
3(c)	8,466,118	8,463,040	3,676,290
	136,338	2,104,496	(547,071)
	4,678,244	3,463,625	4,866,395
5	541,000	136,072	248,000
7(a)	18,400	18,400	18,400
	5,237,644	3,618,097	5,132,795
5(a)	(4,540,355)	(2,280,901)	(3,266,178)
5(b)	(5,267,859)	(3,401,431)	(5,514,878)
5(c)	0	0	(100,000)
	(9,808,214)	(5,682,332)	(8,881,056)
	(4,570,570)	(2,064,235)	(3,748,261)
7(a)	1,500,000	0	750,000
9(a)	1,192,800	1,341,800	1,840,346
	2,692,800	1,341,800	2,590,346
7(a)	(106,400)	(106,400)	(106,400)
8	(8,882)	(8,882)	(8,882)
9(a)	(1,209,165)	(945,636)	(893,129)
	(1,324,447)	(1,060,918)	(1,008,411)
	1,368,353	280,882	1,581,935
3	3,065,879	2,744,736	2,713,397
	136,338	2,104,496	(547,071)
	(4,570,570)	(2,064,235)	(3,748,261)
	1,368,353	280,882	1,581,935
3	0	3,065,879	0

This statement is to be read in conjunction with the accompanying notes.

**CITY OF SOMEWHERE**  
**FOR THE YEAR ENDED 30 JUNE 2025**  
**INDEX OF NOTES TO THE BUDGET**

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SHIRE OF WONGAN-BALLIDU  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

1 BASIS OF PREPARATION

The annual budget is a forward looking document and has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

**Local Government Act 1995 requirements**

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the annual budget be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this annual budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the annual budget has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**The local government reporting entity**

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this annual budget.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 12 to the annual budget.

**2023/24 actual balances**

Balances shown in this budget as 2023/24 Actual are estimates as forecast at the time of preparation of the annual budget and are subject to final adjustments.

**Budget comparative figures**

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

**Comparative figures**

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

**Rounding off figures**

All figures shown in this statement are rounded to the nearest dollar.

**Statement of Cashflows**

Investing and financing transactions that do not require the use of cash or cash equivalents shall be excluded from a statement of cash flows. Such transactions shall be disclosed elsewhere in the financial statements in a way that provides all the relevant information about these investing and financing activities.

**Initial application of accounting standards**

During the budget year, the below revised Australian Accounting Standards and Interpretations are expected to be compiled, become mandatory and be applicable to its operations.

- AASB 2020-1 Amendments to Australian Accounting Standards
    - Classification of Liabilities as Current or Non-current
  - AASB 2022-5 Amendments to Australian Accounting Standards
    - Lease Liability in a Sale and Leaseback
  - AASB 2022-6 Amendments to Australian Accounting Standards
    - Non-current Liabilities with Covenants
  - AASB 2023-1 Amendments to Australian Accounting Standards
    - Supplier Finance Arrangements
  - AASB 2023-3 Amendments to Australian Accounting Standards
    - Disclosure of Non-current Liabilities with Covenants: Tier 2
- It is not expected these standards will have an impact on the annual budget.

- AASB 2022-10 Amendments to Australian Accounting Standards
  - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities, became mandatory during the budget year. Amendments to AASB 13 *Fair Value Measurement* impacts the future determination of fair value when revaluing assets using the cost approach. Timing of future revaluations is defined by regulation 17A of *Local Government (Financial Management) Regulations 1996*. Impacts of this pronouncement are yet to be quantified and are dependent on the timing of future revaluations of asset classes. No material impact is expected in relation to the 2024-25 statutory budget.

**New accounting standards for application in future years**

The following new accounting standards will have application to local government in future years:

- AASB 2014-10 Amendments to Australian Accounting Standards
  - Sale or Contribution of Assets between an Investor and its Associate or Joint Venture
- AASB 2021-7c Amendments to Australian Accounting Standards
  - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]
- AASB 2022-9 Amendments to Australian Accounting Standards
  - Insurance Contracts in the Public Sector
- AASB 2023-5 Amendments to Australian Accounting Standards
  - Lack of Exchangeability

It is not expected these standards will have an impact on the annual budget.

**Judgements, estimates and assumptions**

The preparation of the annual budget in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- estimation of fair values of land and buildings and investment property
- impairment of financial assets
- estimation uncertainties and judgements made in relation to lease accounting
- estimated useful life of assets
- estimation of provisions
- estimation of fair value of leases

SHIRE OF WONGAN-BALLIDU  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

## 2. RATES AND SERVICE CHARGES

### (a) Rating Information

Rate Description	Basis of valuation	Rate in	Number of properties	Rateable value	2024/25 Budgeted rate revenue	2024/25 Budgeted interim rates	2024/25 Budgeted total revenue	2023/24 Actual total revenue	2023/24 Budget total revenue
		\$		\$	\$	\$	\$	\$	\$
<b>(i) General rates</b>									
Wongan Hills	Gross rental valuation	0.08901	457	7,614,224	677,742	0	677,742	655,685	645,954
Ballidu and Cadoux	Gross rental valuation	0.08901	69	626,112	55,730	0	55,730	51,122	51,122
Rural	Unimproved valuation	0.00610	271	444,409,500	2,710,898	0	2,710,898	2,588,189	2,584,424
Mining	Unimproved valuation	0.00610	2	292,248	1,783	0	1,783	2,415	2,415
<b>Total general rates</b>			799	452,942,084	3,446,153	0	3,446,153	3,297,411	3,283,915
		<b>Minimum</b>							
<b>(ii) Minimum payment</b>		\$							
Wongan Hills	Gross rental valuation	782	61	200,792	47,702	0	47,702	43,210	43,210
Ballidu and Cadoux	Gross rental valuation	422	26	15,791	10,972	0	10,972	8,844	8,844
Rural	Unimproved valuation	422	21	818,389	8,862	0	8,862	7,236	7,236
Mining	Unimproved valuation	422	29	323,864	12,238	0	12,238	10,854	10,854
<b>Total minimum payments</b>			137	1,358,836	79,774	0	79,774	70,144	70,144
<b>Total general rates and minimum payments</b>			936	454,300,920	3,525,927	0	3,525,927	3,367,555	3,354,059
<b>(iii) Ex-gratia rates</b>									
CBH					39,776	0	39,776	37,882	37,882
<b>Total ex-gratia rates</b>			0	0	39,776	0	39,776	37,882	37,882
<b>Total rates</b>					3,565,703	0	3,565,703	3,405,437	3,391,941

The Shire did not raise specified area rates for the year ended 30th June 2025.

All rateable properties within the district used predominately for non-rural purposes are rated according to their Gross Rental Valuation (GRV), all other properties are rated according to their Unimproved Valuation (UV).

The general rates detailed for the 2024/25 financial year have been determined by Council on the basis of raising the revenue required to meet the estimated deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than general rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.



SHIRE OF WONGAN-BALLIDU  
 NOTES TO AND FORMING PART OF THE BUDGET  
 FOR THE YEAR ENDED 30 JUNE 2025

2. RATES AND SERVICE CHARGES (CONTINUED)

(b) Interest Charges and Instalments - Rates and Service Charges

The following instalment options are available to ratepayers for the payment of rates and service charges.

Instalment options	Date due	Instalment plan admin charge	Instalment plan interest rate	Unpaid rates interest rates
		\$	%	%
<b>Option one</b>				
Single full payment	30/09/2024	0.00	0.0%	11.0%
<b>Option two</b>				
First instalment	30/09/2024	0.00	0.0%	11.0%
Second instalment	2/12/2024	14.00	5.5%	11.0%
Third instalment	3/02/2025	14.00	5.5%	11.0%
Fourth instalment	7/04/2025	14.00	5.5%	11.0%
		<b>2024/25 Budget revenue</b>	<b>2023/24 Actual revenue</b>	<b>2023/24 Budget revenue</b>
		\$	\$	\$
Instalment plan admin charge revenue		5,000	4,641	5,000
Instalment plan interest earned		9,000	7,257	9,000
Unpaid rates and service charge interest earned		12,000	12,594	10,000
		26,000	24,492	24,000

SHIRE OF WONGAN-BALLIDU  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

2. RATES AND SERVICE CHARGES (CONTINUED)

(c) Waivers or concessions

The Shire does not anticipate any waivers or concessions for the year ended 30th June 2025.

**SHIRE OF WONGAN-BALLIDU**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**3. NET CURRENT ASSETS**

**(a) Composition of estimated net current assets**

**Current assets**

Cash and cash equivalents  
Financial assets  
Receivables  
Contract assets  
Inventories  
Other assets

**Less: current liabilities**

Trade and other payables  
Capital grant/contribution liability  
Lease liabilities  
Long term borrowings  
Employee provisions  
Other provisions

**Net current assets**

**Less: Total adjustments to net current assets**

**Net current assets used in the Statement of Financial Activity**

**(b) Current assets and liabilities excluded from budgeted deficiency**

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

**Adjustments to net current assets**

Less: Cash - reserve accounts  
Less: Current assets not expected to be received at end of year  
- Current financial assets at amortised cost - self supporting loans  
Add: Current liabilities not expected to be cleared at end of year  
- Current portion of borrowings  
- Current portion of lease liabilities  
- Current portion of employee benefit provisions held in reserve

**Total adjustments to net current assets**

Note	2024/25 Budget 30 June 2025	2023/24 Actual 30 June 2024	2023/24 Budget 30 June 2024
	\$	\$	\$
4	3,797,919	6,710,551	3,520,341
	18,400	18,400	18,400
	463,782	463,782	234,361
	0	452,858	0
	10,000	10,000	28,151
	65,893	65,893	86,799
	4,355,994	7,721,484	3,888,052
	(619,763)	(798,857)	(319,742)
	0	(136,882)	(333,471)
8	(8,004)	(8,882)	(8,882)
7	(106,400)	(106,400)	(106,400)
	(343,016)	(343,016)	(403,963)
	0	0	(5,079)
	(1,077,183)	(1,394,037)	(1,177,537)
	3,278,811	6,327,447	2,710,515
3(b)	(3,278,811)	(3,261,568)	(2,710,515)
	0	3,065,879	0
9	(3,416,657)	(3,400,292)	(2,849,239)
	(18,400)	(18,400)	(18,400)
	106,400	106,400	106,400
	8,004	8,882	8,882
	41,842	41,842	41,842
	(3,278,811)	(3,261,568)	(2,710,515)

SHIRE OF WONGAN-BALLIDU  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

3. NET CURRENT ASSETS

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

Items excluded from calculation of budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

(c) Non-cash amounts excluded from operating activities

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

Adjustments to operating activities

Less: Profit on asset disposals  
Add: Loss on asset disposals  
Add: Depreciation  
Non-cash movements in non-current assets and liabilities:  
- Pensioner deferred rates

Non cash amounts excluded from operating activities

Note	2024/25 Budget 30 June 2025	2023/24 Actual 30 June 2024	2023/24 Budget 30 June 2024
	\$	\$	\$
5	(51,388)	(24,396)	(15,280)
5	32,984	12,914	35,273
6	8,484,522	8,484,522	3,656,297
	0	(10,000)	0
	8,466,118	8,463,040	3,676,290

3. NET CURRENT ASSETS

(e) MATERIAL ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire's intentions to release for sale.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

PREPAID RATES

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises revenue for the prepaid rates that have not been refunded.

INVENTORIES

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Superannuation

The Shire contributes to a number of superannuation funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

LAND HELD FOR RESALE

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Shire's intentions to release for sale.

GOODS AND SERVICES TAX (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CONTRACT LIABILITIES

Contract liabilities represent the Shire's obligation to transfer goods or services to a customer for which the Shire has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

TRADE AND OTHER RECEIVABLES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for grants, contributions, reimbursements, and goods sold and services performed in the ordinary course of business.

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

Trade receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

PROVISIONS

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

EMPLOYEE BENEFITS

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the determination of the net current asset position.

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the determination of the net current asset position.

Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

CONTRACT ASSETS

Contract assets primarily relate to the Shire's right to consideration for work completed but not billed at the end of the period.

**SHIRE OF WONGAN-BALLIDU**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**4. RECONCILIATION OF CASH**

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	Note	2024/25 Budget	2023/24 Actual	2023/24 Budget
Cash at bank and on hand		\$ 381,262	\$ 3,310,259	\$ 671,102
Term deposits		3,416,657	3,400,292	2,849,239
<b>Total cash and cash equivalents</b>		<b>3,797,919</b>	<b>6,710,551</b>	<b>3,520,341</b>
Held as				
- Unrestricted cash and cash equivalents		381,262	3,173,377	337,631
- Restricted cash and cash equivalents		3,416,657	3,537,174	3,182,710
	3(a)	3,797,919	6,710,551	3,520,341
<b>Restrictions</b>				
The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:				
- Cash and cash equivalents		3,416,657	3,537,174	3,182,710
		3,416,657	3,537,174	3,182,710
The assets are restricted as a result of the specified purposes associated with the liabilities below:				
Financially backed reserves	9	3,416,657	3,400,292	2,849,239
Unspent capital grants, subsidies and contribution liabilities		0	136,882	333,471
		3,416,657	3,537,174	3,182,710
<b>Reconciliation of net cash provided by operating activities to net result</b>				
<b>Net result</b>		<b>(3,651,536)</b>	<b>(2,894,919)</b>	<b>643,034</b>
Depreciation	6	8,484,522	8,484,522	3,656,297
(Profit)/loss on sale of asset	5	(18,404)	(11,482)	19,993
(Increase)/decrease in receivables		0	514,605	743,058
(Increase)/decrease in contract assets		452,858	(398,383)	0
Increase/(decrease) in payables		(315,976)	255,589	(247,115)
Increase/(decrease) in unspent capital grants		(136,882)	(611,697)	(450,072)
Capital grants, subsidies and contributions		(4,678,244)	(2,838,519)	(4,416,323)
<b>Net cash from operating activities</b>		<b>136,338</b>	<b>2,499,716</b>	<b>(51,128)</b>

**MATERIAL ACCOUNTING POLICES**

**CASH AND CASH EQUIVALENTS**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities in Note 3 - Net Current Assets.

**FINANCIAL ASSETS AT AMORTISED COST**

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

SHIRE OF WONGAN-BALLIDU  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

5. PROPERTY, PLANT AND EQUIPMENT

The following assets are budgeted to be acquired and/or disposed of during the year.

	2024/25 Budget					2023/24 Actual					2023/24 Budget				
	Disposals - Additions	Disposals - Net Book Value	Disposals - Sale Proceeds	Disposals - Profit	Disposals - Loss	Disposals - Additions	Disposals - Net Book Value	Disposals - Sale Proceeds	Disposals - Profit	Disposals - Loss	Disposals - Additions	Disposals - Net Book Value	Disposals - Sale Proceeds	Disposals - Profit	Disposals - Loss
<b>(a) Property, Plant and Equipment</b>	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Land - freehold land											200,000	0	0	0	0
Buildings - non-specialised	466,651	0	0	0	0	996,064	0	0	0	0	29,191	0	0	0	0
Buildings - specialised	2,565,296	0	0	0	0	100,735	0	0	0	0	1,694,381	0	0	0	0
Furniture and equipment	84,195	0	0	0	0	52,132	0	0	0	0	96,060	0	0	0	0
Plant and equipment	980,000	388,004	400,000	12,980	(984)	1,074,631	108,118	108,799	11,748	(12,914)	1,090,546	241,973	212,000	8,030	(35,273)
Motor vehicles	444,213	0	141,000	38,408	(32,000)	57,339	14,625	27,273	12,648	0	156,000	26,020	36,000	7,250	0
<b>Total</b>	<b>4,540,355</b>	<b>388,004</b>	<b>541,000</b>	<b>51,388</b>	<b>(32,984)</b>	<b>2,280,901</b>	<b>122,743</b>	<b>136,072</b>	<b>24,396</b>	<b>(12,914)</b>	<b>3,266,178</b>	<b>267,993</b>	<b>248,000</b>	<b>15,280</b>	<b>(35,273)</b>
<b>(b) Infrastructure</b>															
Infrastructure - roads	4,698,877	0	0	0	0	3,064,250	0	0	0	0	5,058,724	0	0	0	0
Infrastructure - footpaths	65,047	0	0	0	0	141,075	0	0	0	0	134,665	0	0	0	0
Infrastructure - other	503,935	0	0	0	0	196,106	0	0	0	0	321,489	0	0	0	0
<b>Total</b>	<b>5,267,859</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,401,431</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,514,878</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>(c) Intangible Assets</b>															
Computer Software	0	0	0	0	0	0	0	0	0	0	100,000	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>9,808,214</b>	<b>388,004</b>	<b>541,000</b>	<b>51,388</b>	<b>(32,984)</b>	<b>5,682,332</b>	<b>122,743</b>	<b>136,072</b>	<b>24,396</b>	<b>(12,914)</b>	<b>8,881,056</b>	<b>267,993</b>	<b>248,000</b>	<b>15,280</b>	<b>(35,273)</b>

MATERIAL ACCOUNTING POLICIES

RECOGNITION OF ASSETS

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

GAINS AND LOSSES ON DISPOSAL

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

6. DEPRECIATION

By Class

Buildings - non-specialised
Buildings - specialised
Furniture and equipment
Plant and equipment
Motor vehicles
Infrastructure - roads
Infrastructure - footpaths
Infrastructure - drainage
Infrastructure - parks and ovals
Infrastructure - carparks
Infrastructure - signs
Infrastructure - other
Right of use - furniture and fittings

By Program

Governance
Law, order, public safety
Health
Education and welfare
Housing
Community amenities
Recreation and culture
Transport
Economic services
Other property and services

2024/25 Budget	2023/24 Actual	2023/24 Budget
\$	\$	\$
153,825	153,825	152,140
820,560	820,560	784,882
32,391	32,391	32,391
429,506	429,506	489,584
61,276	61,276	78,911
6,249,326	6,249,326	1,433,899
64,403	64,403	55,593
285,770	285,770	109,327
142,575	142,575	215,335
7,527	7,527	0
607	607	3,241
230,186	230,186	300,994
6,570	6,570	0
8,484,522	8,484,522	3,656,297
115,054	115,054	125,945
16,246	16,246	24,585
42,557	42,557	42,596
24,812	24,812	26,907
14,779	14,779	14,858
39,820	39,820	42,069
1,047,186	1,047,186	1,110,058
6,661,098	6,661,098	1,671,411
97,049	97,049	115,368
425,921	425,921	482,500
8,484,522	8,484,522	3,656,297

MATERIAL ACCOUNTING POLICIES

DEPRECIATION

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Estimated useful lives by asset class/sub-class:

Buildings - non-specialised	30 - 50 years
Buildings - specialised	50 - 80 years
Furniture and equipment	4 - 10 years
Plant and equipment	5 - 15 years
Motor vehicles	2 - 5 years
Infrastructure - roads - pavement	10 - 15 years
Infrastructure - roads - formation	non-depreciable
Infrastructure - roads - surface	5 - 10 years
Infrastructure - roads - table drains	non-depreciable
Infrastructure - roads - kerbing	30 - 35 years
Infrastructure - footpaths	25 - 50 Years
Infrastructure - drainage - stormwater	60 Years
Infrastructure - drainage - culverts	60 Years
Infrastructure - parks & ovals - minor assets	5 Years
Infrastructure - parks & ovals - water tanks & standpipes	10 Years
Infrastructure - parks & ovals - reticulation	10 Years
Infrastructure - parks & ovals - lighting	10 Years

AMORTISATION

The depreciable amount of all intangible assets with a finite useful life, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The assets residual value of intangible assets is considered to be zero and useful live and amortisation method are reviewed at the end of each financial year.

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income.

Estimated useful lives by asset class/sub-class:

Infrastructure - parks & ovals - shelters/sheds/gazebos	15 Years
Infrastructure - parks & ovals - fencing	10 - 15 Years
Infrastructure - parks & ovals - playground equipment	10 - 15 Years
Infrastructure - parks & ovals - sandpits	10 - 15 Years
Infrastructure - parks & ovals - cemeteries	25 Years
Infrastructure - parks & ovals - walk trails	30 Years
Infrastructure - parks & ovals - garden beds	30 Years
Infrastructure - parks & ovals - brick walls	30 Years
Infrastructure - parks & ovals - retaining & paving	40 Years
Infrastructure - parks & ovals - retaining walls	15 - 20 Years
Infrastructure - parks & ovals - paths	30 Years
Infrastructure - parks & ovals - RV areas	10 - 15 Years
Infrastructure - signs	10 - 15 Years
Infrastructure - other	15 - 60 Years
Infrastructure - carparks - formation	non-depreciable
Infrastructure - carparks - pavement	50 - 60 Years
Infrastructure - carparks - surface	5 - 10 Years
Infrastructure - carparks - kerbing	30 Years



SHIRE OF WONGAN-BALLIDU  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

7. BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Loan Number	Institution	Interest Rate	Budget Principal 1 July 2024	2024/25 Budget New Loans	2024/25 Budget Principal Repayments	Budget Principal outstanding 30 June 2025	2024/25 Budget Interest Repayments	Actual Principal 1 July 2023	2023/24 Actual New Loans	2023/24 Actual Principal Repayments	Actual Principal outstanding 30 June 2024	2023/24 Actual Interest Repayments	Budget Principal 1 July 2023	2023/24 Budget New Loans	2023/24 Budget Principal Repayments	Budget Principal outstanding 30 June 2024	2023/24 Budget Interest Repayments
				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation Centre Improvements	152	WATC	2.05%	1,618,321	0	(88,000)	1,530,321	(35,000)	1,706,321	0	(88,000)	1,618,321	(35,800)	1,706,321	0	(88,000)	1,618,321	(35,800)
Construction of Aged Persons Units	151B	WATC	3.65%	189,941	0	(18,400)	171,541	(6,000)	208,341	0	(18,400)	189,941	(7,800)	208,341	0	(18,400)	189,941	(7,800)
Lake Ninan/Hinds BFB Fire Shed	N/A	WATC	4.59%	0	1,500,000	0	1,500,000	0	0	0	0	0	0	0	750,000	0	750,000	0
				1,618,321	0	(88,000)	1,530,321	(35,000)	1,706,321	0	(88,000)	1,618,321	(35,800)	1,706,321	0	(88,000)	1,618,321	(35,800)
<b>Self Supporting Loans</b>																		
Construction of Aged Persons Units	151B	WATC	3.7%	189,941	0	(18,400)	171,541	(6,000)	208,341	0	(18,400)	189,941	(7,800)	208,341	0	(18,400)	189,941	(7,800)
Lake Ninan/Hinds BFB Fire Shed	N/A	WATC	4.6%	0	1,500,000	0	1,500,000	0	0	0	0	0	0	0	750,000	0	750,000	0
				189,941	1,500,000	(18,400)	1,671,541	(6,000)	208,341	0	(18,400)	189,941	(7,800)	208,341	750,000	(18,400)	939,941	(7,800)
				1,808,262	1,500,000	(106,400)	3,201,862	(41,000)	1,914,662	0	(106,400)	1,808,262	(43,600)	1,914,662	750,000	(106,400)	2,558,262	(43,600)

All borrowing repayments, other than self supporting loans, will be financed by general purpose revenue.  
The self supporting loan(s) repayment will be fully reimbursed.

SHIRE OF WONGAN-BALLIDU  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

7. BORROWINGS

(b) New borrowings - 2024/25

Particulars/Purpose	Institution	Loan type	Term (years)	Interest rate	Amount borrowed budget	Total interest & charges	Amount used budget	Balance unspent
				%	\$	\$	\$	\$
Volunteer Bush Fire Facility	WATC	Fixed	10	4.96%	1,500,000	379,262	1,500,000	0
					1,500,000	379,262	1,500,000	0

This grant will be contributed to the Shire in the form of a Self-supporting loan arrangement between DFES, WATC and the Shire. The Shire will likely draw-down on the loan from WATC in the second-half of the 2024/25 financial year. Repayments will be semi-annual, meaning no repayment of principal or interest will be incurred in the 2024/25 financial year. All future repayments the Shire makes to WATC will be reimbursed from DFES to the Shire.

(c) Unspent borrowings

The Shire had no unspent borrowing funds as at 30th June 2024 nor is it expected to have unspent borrowing funds as at 30th June 2025.

(d) Credit Facilities

	2024/25 Budget	2023/24 Actual	2023/24 Budget
	\$	\$	\$
Undrawn borrowing facilities			
credit standby arrangements			
Credit card limit	20,000	20,000	20,000
Credit card balance at balance date	0	(3,554)	0
Total amount of credit unused	20,000	16,446	20,000
Loan facilities			
Loan facilities in use at balance date	3,201,862	1,808,262	2,558,262

MATERIAL ACCOUNTING POLICIES

BORROWING COSTS

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

SHIRE OF WONGAN-BALLIDU  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

8. LEASE LIABILITIES

Purpose	Lease Number	Institution	Lease Interest Rate	Lease Term	Budget Lease Principal	2024/25 Budget New Leases	2024/25 Budget Lease Principal Repayments	Budget Lease Principal outstanding	2024/25 Budget Lease Interest Repayments	Actual Principal	2023/24 Actual New Leases	2023/24 Actual Lease Principal repayments	Actual Lease Principal outstanding	2023/24 Actual Lease Interest repayments	Budget Principal	2023/24 Budget New Leases	2023/24 Budget Lease Principal repayments	Budget Lease Principal outstanding	2023/24 Budget Lease Interest repayments
					1 July 2024			30 June 2025		1 July 2023			30 June 2024		1 July 2023			30 June 2024	
Photocopiers	1	Ricoh Finance	3.3%	5 years	\$ 16,886	\$ 0	\$ (8,882)	\$ 8,004	\$ 0	\$ 25,768	\$ 0	\$ (8,882)	\$ 16,886	\$ 0	\$ 25,768	\$ 0	\$ (8,882)	\$ 16,886	\$ 0
					16,886	0	(8,882)	8,004	0	25,768	0	(8,882)	16,886	0	25,768	0	(8,882)	16,886	0

MATERIAL ACCOUNTING POLICIES

LEASES

At the inception of a contract, the Shire assesses whether the contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and a lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

LEASE LIABILITIES

The present value of future lease payments not paid at the reporting date discounted using the incremental borrowing rate where the implicit interest rate in the lease is not readily determined.

SHIRE OF WONGAN-BALLIDU  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

9. RESERVE ACCOUNTS

(a) Reserve Accounts - Movement

	2024/25 Budget				2023/24 Actual				2023/24 Budget			
	Opening	Transfer	Transfer	Closing	Opening	Transfer	Transfer	Closing	Opening	Transfer	Transfer	Closing
	Balance	to	(from)	Balance	Balance	to	(from)	Balance	Balance	to	(from)	Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by council												
(a) Long Service Leave Reserve	41,842	0	0	41,842	41,842	0	0	41,842	41,842	0	0	41,842
(b) Depot Improvement Reserve	10,572	40,000	0	50,572	10,572	0	0	10,572	10,572	0	0	10,572
(c) Plant Reserve	933,917	754,165	(764,800)	923,282	1,267,997	565,920	(900,000)	933,917	1,267,997	586,459	(998,546)	855,910
(d) Housing Reserve	380,844	150,000	0	530,844	380,844	0	0	380,844	380,844	0	(200,000)	180,844
(e) Wongan Hills Community Resource Centre Reserve	12,923	0	0	12,923	27,923	0	(15,000)	12,923	27,923	0	(15,000)	12,923
(f) Swimming Pool Reserve	273,188	50,000	(200,000)	123,188	343,188	50000	(120,000)	273,188	343,188	0	(120,000)	223,188
(g) Historical Publications Reserve	7,126	0	0	7,126	7,126	0	0	7,126	7,126	0	0	7,126
(h) Special Projects Reserve	1,000,818	0	(30,000)	970,818	889,102	161,716	(50,000)	1,000,818	889,102	291,670	(250,000)	930,772
(i) Waste Management Reserve	60,366	0	0	60,366	60,366	0	0	60,366	60,366	0	0	60,366
(j) Housing - Stickland Street Reserve	68,582	5,000	0	73,582	63,582	5,000	0	68,582	63,582	5,000	0	68,582
(k) Housing - Quinlan Street Reserve	64,915	5,000	(15,000)	54,915	59,915	5,000	0	64,915	59,915	5,000	0	64,915
(l) Housing - Patterson Street Reserve	64,357	5,000	0	69,357	59,357	5,000	0	64,357	59,357	5,000	0	64,357
(m) Sporting Co-Location Reserve	133,360	0	(30,000)	103,360	237,160	0	(103,800)	133,360	237,160	0	(103,800)	133,360
(n) Building Asset Management Reserve	347,482	200,000	(153,000)	394,482	347,482	153000	(153,000)	347,482	347,482	0	(153,000)	194,482
(o) Wongan Hills Sport and Recreation Council Asset Management Reserve	0	0	0	0	0	0	0	0	0	0	0	0
(p) Wongan Hills Childcare Services Reserve	0	0	0	0	0	0	0	0	0	0	0	0
	3,400,292	1,209,165	(1,192,800)	3,416,657	3,796,456	945,636	(1,341,800)	3,400,292	3,796,456	893,129	(1,840,346)	2,849,239

(b) Reserve Accounts - Purposes

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Anticipated date of use	Purpose of the reserve
(a) Long Service Leave Reserve	Ongoing	To be used for Council's current and non-current long service leave liability.
(b) Depot Improvement Reserve	Ongoing	To be used to fund capital improvements and maintenance works at the Shire of Wongan-Ballidu depot.
(c) Plant Reserve	Ongoing	To be used for the purchase of major plant.
(d) Housing Reserve	Ongoing	To be used to fund land development and housing projects as identified by the Shire of Wongan-Ballidu.
(e) Wongan Hills Community Resource Centre Reserve	Ongoing	To be used to transfer funds from the Community Resource Centre operations for future purchase of capital, furniture & equipment.
(f) Swimming Pool Reserve	Ongoing	To be used to fund capital and maintenance works at the Wongan Hills Memorial Swimming Pool.
(g) Historical Publications Reserve	Ongoing	To be used to fund historical publications and projects of the Shire.
(h) Special Projects Reserve	Ongoing	To be used to fund special projects as identified by the Shire of Wongan-Ballidu.
(i) Waste Management Reserve	Ongoing	To be used to fund waste management facility needs of the Shire.
(j) Housing - Stickland Street Reserve	Ongoing	To be used to fund the capital and operating costs of the Housing joint venture in Stickland Street.
(k) Housing - Quinlan Street Reserve	Ongoing	To be used to fund the capital and operating costs of the Housing joint venture in Quinlan Street.
(l) Housing - Patterson Street Reserve	Ongoing	To be used to fund the capital and operating costs of the Housing joint venture in Patterson Street.
(m) Sporting Co-Location Reserve	Ongoing	To be used to fund the capital improvements associated with the co-location of sporting facilities within Wongan Hills.
(n) Building Asset Management Reserve	Ongoing	To be used to fund future building capital renewals and upgrades in the Shire of Wongan-Ballidu.
(o) Wongan Hills Sport and Recreation Council Asset Management Reserve	Ongoing	To be used to hold monies contributed by the groups of the WHSRC to fund future asset renewals and upgrades to their facilities.
(p) Wongan Hills Childcare Services Reserve	Ongoing	To be used to fund future operating deficits and capital projects for local childcare facilities.

SHIRE OF WONGAN-BALLIDU  
 NOTES TO AND FORMING PART OF THE BUDGET  
 FOR THE YEAR ENDED 30 JUNE 2025

10. OTHER INFORMATION

The net result includes as revenues			
	2024/25 Budget	2023/24 Actual	2023/24 Budget
	\$	\$	\$
(a) Interest earnings			
Investments	160,000	202,754	115,000
Other interest revenue	31,000	28,260	28,180
	191,000	231,014	143,180
* The Shire has resolved to charge interest under section 6.13 on outstanding amounts owed after 35 days at a rate of 11%.			
The net result includes as expenses			
(b) Auditors remuneration			
Audit services	40,000	40,000	30,000
	40,000	40,000	30,000
(c) Interest expenses (finance costs)			
Borrowings (refer Note 7(a))	41,000	43,600	43,600
	41,000	43,600	43,600

**SHIRE OF WONGAN-BALLIDU**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**11. ELECTED MEMBERS REMUNERATION**

	<b>2024/25 Budget</b>	<b>2023/24 Actual</b>	<b>2023/24 Budget</b>
	\$	\$	\$
<b>President M Stephenson</b>			
President's allowance	10,438	10,438	10,438
Meeting attendance fees	3,500	2,850	3,055
Annual allowance for ICT expenses	3,000	3,000	3,000
	16,938	16,288	16,493
<b>Cr. D Coad</b>			
Deputy President's allowance	2,610	1,957	0
Meeting attendance fees	2,000	1,320	1,500
Annual allowance for ICT expenses	3,000	3,000	3,000
	7,610	6,277	4,500
<b>Cr. B West (office held until 21 October 2023)</b>			
Meeting attendance fees	0	275	1,500
Annual allowance for ICT expenses	0	750	3,000
Annual allowance for travel and accommodation expenses	0	-	250
	0	1,025	4,750
<b>Cr. A Tunstill (office held until 21 October 2023)</b>			
Deputy President's allowance	0	653	2,610
Meeting attendance fees	0	355	1,500
Annual allowance for ICT expenses	0	750	3,000
Travel and accommodation expenses	0	-	250
	0	1,758	7,360
<b>Cr. K Anspach (office held until 21 October 2023)</b>			
Meeting attendance fees	0	170	1,500
Annual allowance for ICT expenses	0	750	3,000
	0	920	4,500
<b>Cr. S Boekeman</b>			
Meeting attendance fees	1,750	985	1,500
Annual allowance for ICT expenses	3,000	3,000	3,000
	4,750	3,985	4,500
<b>Cr. S Starcevich</b>			
Meeting attendance fees	1,565	1,195	1,500
Annual allowance for ICT expenses	3,000	3,000	3,000
	4,565	4,195	4,500
<b>Cr. M Sewell</b>			
Meeting attendance fees	1,750	1,045	0
Annual allowance for ICT expenses	3,000	2,250	0
	4,750	3,295	0
<b>Cr. G Chambon</b>			
Meeting attendance fees	1,950	1,045	0
Annual allowance for ICT expenses	3,000	2,250	0
	4,950	3,295	0
<b>Cr. E Giedraitis</b>			
Meeting attendance fees	1,625	1,045	0
Annual allowance for ICT expenses	3,000	2,250	0
	4,625	3,295	0
<b>Total Elected Member Remuneration</b>	<b>48,188</b>	<b>44,333</b>	<b>46,603</b>
President's allowance	10,438	10,438	10,438
Deputy President's allowance	2,610	2,610	2,610
Meeting attendance fees	14,140	10,285	12,055
Annual allowance for ICT expenses	21,000	21,000	21,000
Annual allowance for travel and accommodation expenses		0	500
	48,188	44,333	46,603

SHIRE OF WONGAN-BALLIDU  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

12. TRUST FUNDS

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Detail	Balance 30 June 2024	Estimated amounts received	Estimated amounts paid	Estimated balance 30 June 2025
	\$	\$	\$	\$
Fire Brigades	7,674	0	0	7,674
Discover Golden Horizons	27,641	0	0	27,641
	35,315	0	0	35,315

13. REVENUE AND EXPENDITURE

(a) Revenue and Expenditure Classification

REVENUES

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specific area rates, minimum payment, interim rates, back rates, ex-gratia rates, less discounts offered.  
Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

GRANTS, SUBSIDIES AND CONTRIBUTIONS

All amounts received as grants, subsidies and contributions that are not capital grants.

CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.  
Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies the charges which can be raised. These are television and radio broadcasting, underground electricity and neighbourhood surveillance services and water.  
Exclude rubbish removal charges which should not be classified as a service charge. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST REVENUE

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which cannot be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Gain on the disposal of assets including gains on the disposal of long-term investments.

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Note *AASB 119 Employee Benefits* provides a definition of employee benefits which should be considered.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses (such as telephone and internet charges), advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc.  
Local governments may wish to disclose more detail such as contract services, consultancy, information technology and rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water.  
Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation expenses raised on all classes of assets.

FINANCE COSTS

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or levies including DFES levy and State taxes. Donations and subsidies made to community groups.



### 13. REVENUE AND EXPENDITURE

#### (b) Revenue Recognition

Recognition of revenue from contracts with customers is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Timing of Revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contractual commitments	General appropriations and contributions with no specific contractual commitments	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment and issue of the licence, registration or approval
Pool Inspections	Compliance safety check	Single point in time	Single point in time, based on equal annual fee over 4 years cycle.	None	Set by State legislation	Apportioned equally across the inspection cycle	No refunds	After inspection complete, based on a 4 year cycle
Other Inspections	Regulatory Food, Health and Safety	Single point in time	Full payment prior to inspection	None	Set by State legislation or limited by legislation to the cost of provision	Applied fully on timing of inspection	No refunds	Revenue recognised after inspection event occurs Output method based on regular weekly and fortnightly period as proportionate to collection service
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance Payment in advance at gate or on normal trading terms if credit provided	None	Adopted by council annually	Apportioned equally across the collection period	Not applicable	
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time		None Refund if event cancelled within 7 days Refund for unused portion on application	Adopted by council annually	Based on timing of entry to facility	Not applicable Returns limited to repayment of transaction price	On entry to facility
Property hire and entry	Use of halls and facilities	Single point in time	In full in advance		Adopted by council annually	Based on timing of entry to facility Apportioned equally across the access period	Returns limited to repayment of transaction price	On entry or conclusion of hire Output method over 12 months and match to access rights
Memberships	Gym and pool memberships	Over time	Payment in full in advance		Adopted by council annually		Not applicable	
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	Set by mutual agreement with the customer	When claim is agreed	Not applicable	When claim is agreed

14. PROGRAM INFORMATION

Key Terms and Definitions - Reporting Programs

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

OBJECTIVE

Governance

To provide a decision making process for the efficient allocation of scarce resources

General purpose funding

To collect revenue to allow for the allocation to services

Law, order, public safety

To provide services to ensure bushfire prevention, animal control and community safety.

Health

To provide an operational framework for environmental and community health.

Education and welfare

Support of education for the youth of the community and care of the elderly.

Housing

To assist with housing for staff and the community.

Community amenities

To provide community amenities and other infrastructure as required by the community.

Recreation and culture

To plan, establish and efficiently manage sport and recreation infrastructure and resources which will help the social wellbeing of the community.

Transport

To provide safe, effective and efficient transport infrastructure to the community.

Economic services

To help promote the Shire and improve its economic wellbeing.

Other property and services

To monitor and control plant and depot operations and to provide other property and services to the community which are not captured elsewhere.

ACTIVITIES

This programme reflects the statutory elements of local government operations including Council Member support, community consultation and involvement, statutory reporting, compliance and accountability.

Rating, general purpose government grants and interest revenue are all income elements under this programme.

Supervision and enforcement of various local laws and acts relating to fire prevention, animal control and other aspects of public safety.

Inspection food outlets and their control, food quality testing, pest control, noise control, child health and all other healthcare.

Activites involve the support for aged care accommodation, Community Health Care Centre and youth services within the community.

Provision and maintenance of residential rental properties.

Rubbish collection, recycling and disposal, maintenance of refuse sites, administration of Town Planning Schemes, maintenance of cemeteries, maintenance of public toilets.

This programme covers activities and infrastructure associated with public halls and civic centres, swimming pools, parks and ovals, radio and tv re-transmission, libraries and other heritage and cultural related activities.

Construction and maintenance of streets, roads, footpaths, drainage, signage, carparks, cycleways, street trees and more.

The regulation and provision of tourism initiatives, area promotion activities and building control and all activities aligned with improving local economic development.

Private works, plant operating costs, works overheads, depot operations and unclassified property and services.

SHIRE OF WONGAN-BALLIDU  
 NOTES TO AND FORMING PART OF THE BUDGET  
 FOR THE YEAR ENDED 30 JUNE 2025

15. FEES AND CHARGES

	2024/25 Budget	2023/24 Actual	2023/24 Budget
	\$	\$	\$
<b>By Program:</b>			
Governance	2,250	5,010	5,350
General purpose funding	10,000	9,796	10,000
Law, order, public safety	10,000	8,675	10,000
Health	30,250	29,992	27,000
Education and welfare	2,500	593	2,500
Housing	62,200	58,664	67,000
Community amenities	293,280	236,689	264,900
Recreation and culture	27,700	20,170	27,700
Transport	3,000	2,821	2,750
Economic services	148,400	156,096	146,400
Other property and services	121,797	115,419	120,797
	711,377	643,925	684,397

The subsequent pages detail the fees and charges proposed to be imposed by the local government.



## **SHIRE OF WONGAN-BALLIDU**

### **ANNUAL BUDGET**

**2024/2025**

#### **SUPPLEMENTARY INFORMATION**

- 01) Schedule of Fees and Charges
- 02) Schedule of Capital Expenditure
- 03) Schedule of Asset Disposals

## Shire of Wongan-Ballidu Fees & Charges 2024-2025

Description	GST	Statutory Fee 'S' or Council 'C'	2024/2025 Fee
<b>Administration</b>			
<b>General</b>			
Administration Fee on Instalment Notice	N	C	\$ 14.00
Administration Fee on Rate Payment Plans	Y	C	\$ 31.50
Settlement Agent Rating Enquiry - General	Y	C	\$ 84.00
Settlement Agent Rating Enquiry - Orders and Requisitions	Y	C	\$ 127.00
Instalment Interest	N/A	C	5.50%
Rates Penalty Interest	N/A	C	11.00%
Sundry Debtors Penalty Interest	N/A	C	11.00%
<b>Freedom of Information</b>			
Freedom of Information Application	N	S	\$ 30.00
Hourly Charge for Time Taken by Staff Dealing with the Application	Y	C	\$ 30.00
<b>Other</b>			
Electoral Rolls	Y	C	\$ 25.00
Dishonoured Cheque Fee	Y	C	\$ 15.00
Hire of PA System	Y	C	\$ 110.00
Bond of PA Hire (Community Groups Pay Bond Only)	Y	C	\$ 135.00
<b>Photocopying</b>			
Double Sided - A3 Black & White	Y	C	\$ 1.00
Double Sided - A3 Colour	Y	C	\$ 1.80
Double Sided - A4 Black & White	Y	C	\$ 0.70
Double Sided - A4 Colour	Y	C	\$ 1.00
One Sided - A3 Black & White	Y	C	\$ 0.80
One Sided - A3 Colour	Y	C	\$ 1.50
One Sided - A4 Black & White	Y	C	\$ 0.50
One Sided - A4 Colour	Y	C	\$ 0.80
<i>Note 1: School students to receive photocopying free of charge for school projects at the discretion of the CEO.</i>			
<i>Note 2: Bulk photocopy/charge accounts to be at the discretion of the CEO subject to a deposit being made in advance and monthly payments.</i>			
<b>District Maps</b>			
A3 Photocopies	Y	C	\$ 4.50
A1 Farm Map	Y	C	\$ 60.00
A0 Farm Map	Y	C	\$ 85.00

<b>Bus Hire</b>			
<b>Community Transport Vehicle - CTV1</b>			
Minimum Charge	Y	C	\$ 30.00
Charge Per Kilometre	Y	C	\$ 1.00
After Hours Inspection Fee	N	C	\$ 35.00
Late Return Fee	N	C	\$ 30.00
Plus fuel, oil, cleaning and or damage costs			At cost
Booking Deposit/Cancellation fee: if not cancelled with 24 hours	Y	C	\$ 35.00
<b>Community Bus - Bus 2</b>			
Minimum Charge	Y	C	\$ 45.00
Charge Per Kilometre	Y	C	\$ 1.50
With Council's Trailer	Y	C	\$ 1.75
After Hours Inspection Fee	N	C	\$ 45.00
Late Return Fee	N	C	\$ 55.00
Booking Deposit/Cancellation fee: if not cancelled with 24 hours	Y	C	\$ 55.00
Plus all Fuel, Oil, Cleaning and/or Damage Costs	N	C	At cost
<i>Note 1: Bus hire charges waived for senior group outings over 65 years of age and being coordinated senior function.</i>			
<i>Note 2: 25% discount of the hire fee for school bookings from schools within our Shire.</i>			
<i>Note 3: Cleaning fee = Full cost recovery of labour involved.</i>			
<b>Swimming Pool</b>			
<b>Public Swimming Pool Charges</b>			
Adult Swimmer	Y	C	\$ 4.00
Spectator	Y	C	\$ 2.50
Concession - Seniors Card/Pensioner Concession Card	Y	C	\$ 3.50
Child 3 to 15 yrs	Y	C	\$ 3.50
Toddlers/Babies (under 3)			Free
<b>Season Passes - Non Refundable</b>			
Family Pass - Season (2 Adults & 2 Children)	Y	C	\$ 335.00
Family Pass - Half Season ( 2 Adults & 2 Children) (Open - 31 December or 1 January - Close)	Y	C	\$ 168.00
Adult Pass - Season	Y	C	\$ 121.00
Adult Pass - Half Season (Open - 31 December or 1 January - Close)	Y	C	\$ 60.00
Concession Pass - Season	Y	C	\$ 94.00
Concession Pass - Half Season (Open - 31 December or 1 January - Close)	Y	C	\$ 47.00
Child 3 to 15 yrs - Season	Y	C	\$ 94.00
Child 3 to 15 yrs - Half Season (Open - 31 December or 1 January - Close)	Y	C	\$ 47.00
<b>Other</b>			
Beach Volleyball - Per Player	Y	C	\$ 6.00
Aqua - Per Class	Y	C	\$ 8.00
Aqua - 10 Classes	Y	C	\$ 75.00
Swimming Lessons - Private Per Lesson (7 weeks - 1st Child)	Y	C	\$ 105.00
Swimming Lessons - Private Per Lesson (7 weeks - 2 or More Children Per Each Additional Child)	Y	C	\$ 85.00
<b>Note: Entry fees waived for Youth Pool Party and Australia Day</b>			No charge

Exclusive Use			
Corporate (Per Hour) with Manager in Attendance	Y	C	\$ 160.00
Corporate (Per Hour) with Two (2) Managers in Attendance	Y	C	\$ 325.00
Community Group (Per Hour) with Manager in Attendance	Y	C	\$ 80.00
Community Group (Per Hour) with Two (2) Managers in Attendance	Y	C	\$ 160.00
Non Community Group/Individual (Per Hour) with Manager in Attendance	Y	C	\$ 80.00
Non Community Group/Individual (Per Hour) with Two (2) Managers in Attendance	Y	C	\$ 160.00
School Carnival or School Function Hire (Including Manager) Per Hour	Y	C	\$ 80.00
School Carnival or School Function Hire Per Hour Including Two (2) Managers	Y	C	\$ 160.00
Bond Without Alcohol - Refundable on Satisfactory Inspection After Hire	Y	C	\$ 150.00
Bond With Alcohol - Refundable on Satisfactory Inspection After Hire	Y	C	\$ 500.00
<i>Note: Exclusive use involving alcohol requires a liquor permit if Alcohol is being sold and no glass is permitted on or near the pool concourse or wet area.</i>			
<i>The Wongan Hills Memorial Swimming Pool is a smoke free venue.</i>			
Wongan Hills Civic Centre			
<i>Commercial: Groups or Individuals that generate income for personal payment or profit; State/Federal Government Agencies.</i>			
<i>Community: Groups or Individuals that undertake activities that do not generate income for personal profit; are an incorporated body; recognised not for profit.</i>			
<i>Service: Single Entity Local Enterprise providing a service, event or activity for the benefit of the local community.</i>			
Local Community - Not for Profit			
Local Community (Not-for-profit) Includes P&C Student Activities - Door Fees Charged (No Alcohol) - Full Day (4 Hours+)	Y	C	\$ 81.00
Local Community (Not-for-profit) Includes P&C Student Activities - Door Fees charged (No Alcohol) - Half Day (4 Hours)	Y	C	\$ 41.00
Local Community (Not-for-profit) Includes P&C Student Activities - Door Fees Charged (No Alcohol) - Hourly (1-3 Hours Per Hour)	Y	C	\$ 18.00
Local Community (Not-for-profit) Includes P&C Student Activities - Door Fees Charged (No Alcohol) - Night Rate More Than 2 Hours is Charged at Full Day Rate From 5pm	Y	C	\$ 81.00
Local Community (Not-for-profit) Includes P&C Student Activities - Door Fees Charged (With Alcohol) - Full Day (4 Hours+)	Y	C	\$ 139.00
Local Community (Not-for-profit) Includes P&C Student Activities - Door Fees Charged (With Alcohol) - Half Day (4 Hours)	Y	C	\$ 69.00
Local Community (Not-for-profit) Includes P&C Student Activities - Door Fees Charged (With Alcohol) Hourly (1-3 Hours Per Hour)	Y	C	\$ 29.00
Local Community (Not-for-profit) Includes P&C Student Activities - Door Fees Charged (With Alcohol) - Night Rate More Than 2 hours is Charged at Full Day Rate from 5pm	Y	C	\$ 139.00
Local Community (Not-for-profit) Includes P&C Student Activities - No Door Fees Charged (No Alcohol) - Full Day (4 Hours+)	Y	C	\$ 58.00
Local Community (Not-for-profit) Includes P&C Student Activities - No Door Fees Charged (No Alcohol) - Half Day (4 Hours)	Y	C	\$ 29.00
Local Community (Not-for-profit) Includes P&C Student Activities - No Door Fees Charged (No Alcohol) - Hourly (1-3 Hours Per Hour)	Y	C	\$ 12.00
Local Community (Not-for-profit) Includes P&C Student Activities - No Door Fees Charged (No Alcohol) - Night Rate More Than 2 hours is Charged at Full Day Rate from 5pm	Y	C	\$ 58.00
Local Community (Not-for-profit) Includes P&C Student Activities - No Door Fees Charged with Alcohol - Full Day (4 Hours+)	Y	C	\$ 104.00
Local Community (Not-for-profit) Includes P&C Student Activities - No Door Fees Charged with Alcohol - Half Day (4 Hours)	Y	C	\$ 52.00

Local Community (Not-for-profit) Includes P&C Student Activities - No Door Fees Charged with Alcohol Per Day - Hourly (1-3 Hours Per Hour)	Y	C	\$ 18.00
Local Community (Not-for-profit) Includes P&C Student Activities - No Door Fees Charged with Alcohol - Night Rate More Than 2 hours is Charged at Full Day Rate From 5pm	Y	C	\$ 104.00
<b>Service</b>			
Service Including Education Dept - Door Fees Charged (No Alcohol) - Full Day (4 Hours+)	Y	C	\$ 139.00
Service Including Education Dept - Door Fees Charged (No Alcohol) - Half Day (4 Hours)	Y	C	\$ 69.00
Service Including Education Dept - Door Fees Charged (No Alcohol) - Hourly (1-3 Hours Per Hour)	Y	C	\$ 29.00
Service including Education Dept - Door fees charged (no alcohol) -night rate more than 2 hours is charged at full day rate from 5pm	Y	C	\$ 139.00
Service including Education Dept - No Door fees charged (no alcohol) - full day (4 hours+)	Y	C	\$ 104.00
Service including Education Dept - No Door fees charged (no alcohol) half day (4 hours)	Y	C	\$ 58.00
Service including Education Dept - No Door fees charged (no alcohol) - hourly (1-3 hours per hour)	Y	C	\$ 23.00
Service including Education Dept - No Door fees charged (no alcohol) - night rate more than 2 hours is charged at full day rate from 5pm	Y	C	\$ 104.00
Service including Education Dept - Door fees charged (with alcohol) - full day (4 hours+)	Y	C	\$ 214.00
Service including Education Dept - Door fees charged (with alcohol) - half day (4 hours)	Y	C	\$ 104.00
Service including Education Dept - Door fees charged (with alcohol) - hourly (1-3 hours per hour)	Y	C	\$ 41.00
Service including Education Dept - Door fees charged (with alcohol) - night rate more than 2 hours is charged at full day rate from 5pm	Y	C	\$ 214.00
Service including Education Dept - No Door fees charged (with alcohol) - full day (4 hours+)	Y	C	\$ 139.00
Service including Education Dept - No Door fees charged (with alcohol) - half day (4 hours)	Y	C	\$ 69.00
Service including Education Dept - No Door fees charged (with alcohol) - hourly (1-3 hours per hour)	Y	C	\$ 29.00
Service including Education Dept - No Door fees charged (with alcohol) - night rate more than 2 hours is charged at full day rate from 5 pm	Y	C	\$ 139.00
<b>Commercial</b>			
Commercial/Retail - full day (4 hours+)	Y	C	\$ 452.00
Commercial/Retail - half day (4 hours)	Y	C	\$ 226.00
Commercial/Retail - (1-3 hours per hour)	Y	C	\$ 87.00
Commercial/Retail - night rate more than 2 hours is charged at full day rate from 5 pm	Y	C	\$ 452.00
<b>Bonds and Booking Fees</b>			
Bond without alcohol - refundable on satisfactory inspection after hire	Y	C	\$ 150.00
Bond with alcohol - refundable on satisfactory inspection after hire	Y	C	\$ 500.00
Booking Deposit Fee - non-refundable payable on booking	Y	C	\$ 34.00
Key Bond - refundable on return of key	Y	C	\$ 55.00
Bond - Crockery/Cutlery - full refund on satisfactory return of items	N	C	\$ 55.00
Bond - tables/chairs - full refund on satisfactory return of items	N	C	\$ 110.00
<b>Cemetery Charges</b>			
<b>Burial</b>			
<b>(a) In Open Ground: (for each internment)</b>			
Ten Years of Age + to a Depth of 1.8m	Y	C	\$ 900.00
Any Child under Ten Years of Age 1.4m Deep	Y	C	\$ 750.00



Any Stillborn Child in Grave 1.4m Deep	Y	C	\$ 750.00
Burial on Saturday	Y	C	\$ 1,800.00
Burial on Sunday or Public Holiday	Y	C	\$ 2,000.00
<b>or (b) In Reserved Ground (Private Grave):</b>			
Ten Years of Age + to a Depth of 1.8m	Y	C	\$ 900.00
Any Child under Ten Years of Age 1.4m Deep	Y	C	\$ 750.00
<b>or (c) Re-opening of Grave</b>			
Second Interment for any Grave	Y	C	\$ 900.00
<i>NOTE: Undertaker to remove existing headstone and reinstate or extra charges apply.</i>			
Re-Interment after Exhumation	Y	C	\$ 600.00
<b>(d) Extra Charge if Grave Deeper than 1.8 m:</b>			
For each additional 0.3m	Y	C	\$ 100.00
<b>and (e) Land Fee (In addition to Interment Charge</b>			
for Open and Reserved Ground:			
2.4m x 1.2m	Y	C	\$ 200.00
2.4m x 2.4m	Y	C	\$ 250.00
<b>Cemetery - Extra Charges</b>			
Interment without Due Notice	Y	C	\$ 105.00
Late Arrival at Cemetery gates of Funeral	Y	C	\$ 60.00
Exhumations	Y	C	\$ 1,300.00
Additional Charge for Manual Digging	Y	C	\$ 400.00
<b>Cemetery - Miscellaneous Charges</b>			
Permission to Erect a Headstone, Monument or Kerbing	Y	C	\$ 50.00
Permission to Erect a Name Plate Only	Y	C	\$ 50.00
Issuing an Extract or Certified Copy from the Register	Y	C	\$ 20.00
Issue or Renewal of a "Grant of Right of Burial"	N	C	\$ 250.00
Transfer of a "Grant of Right of Burial"	Y	C	\$ 20.00
Copy of a "Grant of Right of Burial"	Y	C	\$ 20.00
Funeral Directors Annual Licence	Y	C	\$ 150.00
Single Funeral Permit	Y	C	\$ 50.00
Interment of Ashes in Ordinary Grave - by Council	Y	C	\$ 150.00
Grave Dressers Annual Licence	Y	C	\$ 75.00
<b>Niche Wall, Pear Tree Walk &amp; Native Niche</b>			
Single compartment - Niche Wall & Native Niche	Y	C	\$ 140.00
Double compartment - Niche Wall & Native Niche	Y	C	\$ 270.00
Pear Tree Walk compartment single interment reservation	Y	C	\$ 140.00
Pear Tree Walk compartment double interment reservation	Y	C	\$ 270.00
Cost of Plaque	Y	C	Cost per application plus 20%
Fit plaque - per plaque	Y	C	\$ 60.00
Remove plaque - per plaque	Y	C	\$ 60.00
Fit plaque - Non Work Day - per plaque	Y	C	\$ 120.00
Interment of Ashes in Niche Wall/ Pear Tree Walk or Memorial Wall - By Council	Y	C	\$ 150.00
Interment of Ashes in Niche Wall/ Pear Tree Walk or Memorial Wall - By Council - Non Work Day	Y	C	\$ 200.00
Baby Memorial			No charge
<b>Law, Order &amp; Public Safety</b>			
<b>Dog Fees &amp; Charges - Statutory (Dog Act 1976)</b>			
Annual Registration: - Sterilised Dog or Bitch*	Y	S	\$ 20.00
Annual Registration: - Unsterilised Dog or Bitch	Y	S	\$ 50.00
Three Year Registration: - Sterilised Dog or Bitch*	Y	S	\$ 42.50
Three Year Registration: - Unsterilised Dog or Bitch	Y	S	\$ 120.00
Lifetime Registration Sterilised Dog or Bitch*	Y	S	\$ 100.00
Lifetime Registration - Unsterilised Dog or Bitch	Y	S	\$ 250.00
Concessions: - Dogs used for Droving/Tending Stock	N	S	25% of fee

Concessions: - Dogs owned by Pensioners	N	S	50% of fee
Concessions: - Registration after 31 May	N	S	50% of fee
Impounding Fees - As per Dog Act & Regulations	N	S	\$ 100.00
Sustenance - per dog per day	Y	S	\$ 25.00
Microchipping - per animal	Y	S	\$ 45.00
Replacement registration tag	Y	C	\$ 3.00
First Aid Treatment of any impounded animal	Y	C	Cost Recovery
Dog Yard Inspection Fee - Restricted or Dangerous only	Y	C	\$ 55.00
Application for a Kennel Licence	Y	S	\$ 200.00
Kennel License Annual Renewal	Y	S	\$ 200.00
Application Fee for keeping more than the prescribed number of dogs	Y	C	\$ 125.00
Annual Inspection Fee for keeping more than the prescribed number of dogs.	Y	C	\$ 125.00
<b>Cat Fees and Charges - Statutory (Cat Regulations 2012)</b>			
Annual Registration	Y	S	\$ 20.00
Three Year Registration	Y	S	\$ 42.50
Lifetime Registration	Y	S	\$ 100.00
Breeding License Registration (per cat)	Y	S	\$ 100.00
Concessions: - Cats owned by Pensioners	Y	S	50% of fee
Sustenance - per Cat per day	Y	S	\$ 25.00
Voluntary Animal Surrender	Y	S	\$ 75.00
Microchipping - per animal	Y	S	\$ 45.00
<i>* Must sight certificate signed by a Registered Vet, a Statutory Declaration or Statutory Declaration or sight ear tattoo for Sterilisation Concession.</i>			
<i>All Dogs three months of age+ must be licensed. Licenses are due on November 1 of each year and can be paid at the Shire of Wongan-Ballidu Administration offices during normal office hours.</i>			
<i>In respect of every first registration made after 31 May, in any year, only one half of the registration fee shall be payable. Renewals are to take effect as from 1 November in any year, within the preceding period of 21 days from and including 11 October.</i>			
<b>Other Animal Control</b>			
Application to keep any birds / livestock in townsite	Y	C	\$ 110.00
Impound of horses, cattle, mules, goats, pigs, sheep (or any related animal) per head (per day)	Y	C	\$ 10.00
Poundage fees for sustenance of above animals (per day)	Y	C	\$ 30.00
<b>Health</b>			
Itinerant Food Vendor Licence per Day	N	C	\$ 21.00
Itinerant Food Vendor Licence per Week	N	C	\$ 52.00
Itinerant Food Vendor Licence per Annum	N	C	\$ 315.00
Lodging House Licence per Annum	N	C	\$ 110.00
Lodging House New Registration	N	C	\$ 131.00
Trading in Streets Licence: Application Fee	N	C	\$ 36.00
Trading in Street Licence Fee/Renewal	N	C	\$ 246.00
Notification of New Food Business	N	C	\$ 63.00
Registration Fee of new Food Business	N	C	\$ 157.00
Low Risk Food Businesss Registration Renewal - Annual	N	C	\$ 126.00
Med Risk Food Businesss Registration Renewal - Annual	N	C	\$ 246.00
High Risk Food Businesss Registration Renewal - Annual (Manufacturing)	N	C	\$ 305.00
Stall Holder/Street Trader Non Food - Daily	Y	C	\$ 21.00
Stall Holder/Street Trader Non Food - Weekly	Y	C	\$ 52.00
Stall Holder/Street Trader Non Food - Annual	Y	C	\$ 315.00
Request for Inspection/Service/Advise (Per Hour Rate)	Y	C	\$ 157.00
Water Sampling for Pesticide Residues (50% Council)	Y	C	\$ 73.00
Septic Tank Application Fee	N	S	\$ 118.00
Septic Tank Inspection & Permit to Use Fee	Y	S	\$ 118.00
Health Department Referral/Application if Required	Y	S	\$ 93.00

<b>Wongan Hills Medical Centre (only when under the management of the Shire)</b>			
Surgery Consult Level A - short consult	Exempt	C	\$ 70.00
Surgery Consult Level B - standard consult	Exempt	C	\$ 90.00
Surgery Consult Level C - long consult	Exempt	C	\$ 130.00
Commercial Driver's Licence	Y	C	\$ 235.00
Passenger Transport Licence (Dept. of Transport)	Y	C	\$ 235.00
Dangerous Goods Licence	Y	C	\$ 235.00
Employment Medical	Y	C	\$ 265.00
Telephone Consult	Exempt	C	\$ 70.00
<b>Room Hire for Private Users</b>			
Rent WH Medical Centre Rooms (Private users) - Per Day (40 to 12 Hours)	Y	C	\$ 73.00
Rent WH Medical Centre Rooms (Private users) - Per Half-Day (up to 4 hours)	Y	C	\$ 42.00
<b>Town Planning</b>			
<b>Planning and Development Regulations 2009 Part 7 Division 2</b>			
Scheme Amendments/Structure Plans - on lodgement of application (based on \$1,500 fee for initiation and report to Council, subsequent fees are calculated in accordance with Part 7 - "Local Government Planning Charges" of the Planning and Development Act 2009) Note: Any fees not expended (except for the \$1,500) will be refunded where a scheme amendment, structure plan or outline development plan is discontinued	Y	S	\$ 1,500.00
<b>Planning and Development Regulations 2009 Schedule 2 - Maximum fees for certain planning</b>			
1. Determining a Development Application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is -			
(a) Not more than \$50,000	N	S	\$ 147.00
(b) More than \$50,000 but less than \$500,000	N	S	0.32% of the estimated cost of development
(c) More than \$500,000 but not more than \$2.5 Million	N	S	\$1,700 + 0.257% for every \$1 in excess of \$500,000
(d) More than \$2.5 Million but not more than \$5 Million	N	S	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million
(e) More than \$5 Million but not more than \$21.5 Million	N	S	\$12,633 + 0.123% for every \$1 in excess of \$5 million
(f) More than \$21.5 million	N	S	\$ 34,196.00
2. Determining a development application (other than for an extractive industry) where the development has commenced or been carried out	N	S	The fee in item 1 plus by way of penalty, twice that fee
3. Determining a development application for an extractive industry where the development has not commenced or been carried out	N	S	\$ 739.00
4. Determining a development application for an extractive industry where the development has commenced or been carried out	N	S	The fee in item 3 plus by way of penalty, twice that fee
5A. Determining an application to amend or cancel development approval	N	S	\$ 295.00
5. Providing a subdivision clearance for -			
(a) not more than 5 lots	N	S	\$73 per lot

(b) more than 5 lots but not more than 195 lots	N	S	\$73 per lot for the first 5 lots and then \$35 per lot
(.c) more than 195 lots	N	S	\$ 7,393.00
6. Determining an initial application for approval of a home occupation where the home occupation has not commenced	N	S	\$ 222.00
7. Determining an initial application for approval of a home occupation where the home occupation has commenced	N	S	The fee in item 6 plus, by way of penalty, twice that fee
8. Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires	N	S	\$ 73.00
9. Determining an application for the renewal of an approval of home occupation where the application is made after the approval has expired	N	S	The fee in item 8 plus, by way of penalty, twice that fee
10. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has not commenced or been carried out	N	S	\$ 295.00
11. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out	N	S	The fee in item 10 plus, by way of penalty, twice that fee
12. Providing a zoning certificate	N	S	\$ 73.00
13. Replying to a property settlement questionnaire	N	S	\$ 73.00
14. Providing written planning advice	N	S	\$ 73.00
<b>Building</b>			
<b>Building and Construction Industry Training Fund</b>			
BCITF - Levy applied to all residential, commercial and civil engineering projects undertaken in Western Australia where the total value of construction is estimated to be more than \$20,000	Y	S	0.2% of the total value of construction or \$200 in every \$100,000 worth of project value
BCITF Commission - Monthly reconciliation - Collection of Levy by Council	N	S	\$ 8.25
<b>Building Regulations 2012 Division 1</b>			
1. Certified application for a building permit (s.16(1))			
(a) for building work for a Class 1 or Class 10 building or incidental structure	N	S	0.19% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00
(b) for building work for a Class 2 to Class 9 building or incidental structure	N	S	0.09% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00

2. Uncertified application for a building permit (s.16(1))	N	S	0.32% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00
3. Application for a demolition permit (s.16(1))			
(a) for demolition work in respect of a Class 1 or Class 10 building or incidental structure	N	S	\$ 110.00
(b) for demolition work in respect of a Class 2 to Class 9 building	N	S	\$110.00 for each storey of the building
4. Application to extend the time during which a building or demolition permit has effect (s.32(3)(f))	N	S	\$ 110.00
<b>Building Regulations 2012 Division 2</b>			
1. Application for an occupancy permit for a completed building (s.46)	N	S	\$ 110.00
2. Application for an occupancy permit for an incomplete building (s.47)	N	S	\$ 110.00
3. Application for modification of an occupancy permit for additional use of a building on a temporary basis (s.48)	N	S	\$ 110.00
4. Application for a replacement occupancy permit or building for permanent change of the building's use, classification (s.49)	N	S	\$ 110.00
5. Application for an occupancy permit or building approval certificate for registration of strata scheme or plan or re-subdivision (s.50(1) or (2))	N	S	
6. Application for occupancy permit for building in respect of which unauthorised work has been done (s.51(2))	N	S	0.18% of the estimated value of the unauthorised work as determined by the relevant permit authority, but not less than \$110.00
7. Application for a building approval certificate in respect of which unauthorised work has been done (s.51(3))	N	S	0.38% of the estimated value of the unauthorised work as determined by the relevant permit authority, but not less than \$110.00
8. Application to replace an occupancy permit for an existing building (s.52(1))	N	S	\$ 110.00
9. Application for a building approval certificate for an existing building or an incidental structure where unauthorised work has not been done (s.52(2))	N	S	\$ 110.00
10. Application to extend the time during which an occupancy permit or building approval certificate has effect (s.65(3)(a))	N	S	\$ 110.00
<b>Building Regulations 2012 Division 3</b>			
1. Application as defined in regulation 31 (for each building standard in respect of which a declaration is sought).	N	S	\$ 2,160.15
<b>BSL &amp; Miscellaneous</b>			
(BSL) Building Permit or Demolition Permit - \$45,000 or less	N	S	\$ 61.65
(BSL) Building Permit or Demolition Permit - over \$45,000	N	S	0.137% of value of building work

Occupancy Permit or Building Approval Certificate for approved building work under s47, 49, 50 or 52 of the Building Act	N	S	\$ 61.65
Occupancy Permit or Building Approval Certificate for unauthorised building work under s51 of the Building Act (\$45,000 or less)	N	S	\$ 123.30
Occupancy Permit or Building Approval Certificate for unauthorised building work under s51 of the Building Act (over \$45,000)	N	S	0.274% of work value
BSL Commission - Monthly reconciliation - Collection of Levy by Council	N	S	\$ 5.00
Local Gov Approval of Battery Power Smoke Alarm	N	S	\$ 179.40
Certificate of Design Compliance Class 1 (Minimum depending on complexity)	Y	C	\$ 595.00
Certificate of Design Compliance Class 10 (Minimum depending on complexity)	Y	C	\$ 434.50
Building Permit Certificates/Demolition Permit	Y	C	\$ 100.00
<b>Private Swimming Pools &amp; Spas - Building Regulations 2012 - Regulation 61</b>			
Private Swimming Pool & Spa Inspection Fee	Y	S	\$ 78.00
<b>Caravan Park Licence - Caravan Parks and Camping Grounds Regulations 1997</b>			
Application and Renewal of Caravan Park Licence (schedule 3)	N	S	\$ 200.00

<b>Buildings - General</b>			
Key fobs (refundable on return)	Y	S	\$ 50.00
Replacement keys	Y	S	\$ 35.00
Replacement padlocks	Y	S	\$ 105.00
<b>Housing</b>			
<b>Housing - Staff - Contractual</b>			
30 Wandoo Crescent	N	C	\$ 50.00
7 Wandoo Crescent	N	C	No charge
8 Ellis Street	N	C	\$ 50.00
14 Ellis Street	N	C	\$ 50.00
11 Wandoo Crescent	N	C	\$ 50.00
<b>Housing - Staff - Non-contractual</b>			
30 Wandoo Crescent	N	C	\$ 500.00
<b>Housing - Standard Rental/ Non Contractual/ Policy</b>			
49 Quinlan Street	N	C	\$ 50.00
28 Shields Crescent (3x2 units)	N	C	\$ 200.00
20 Stickland Street (2x2 units)	N	C	\$ 200.00
31B Quinlan Street	N	C	\$ 150.00
16 Moore Street	N	C	\$ 150.00
31A Quinlan Street	N	C	\$ 76.00
<b>Housing - Joint Venture</b>			
Stickland Street Units - 1 Bedroom	N	C	\$ 139.00
Patterson Street Houses - 3 bedroom	N	C	\$ 208.00
27 Quinlan Street - 2 Bedroom Unit	N	C	\$ 231.00
27 Quinlan Street - 3 Bedroom Unit	N	C	\$ 244.00
<b>Housing - Doctor</b>			
42 Mitchell St - Doctor's residence (per month on demand)	N	C	\$ 1.00
Stickland Street Unit (per month on demand)	N	C	\$ 1.00
Quinlan Street Unit (per month on demand)	N	C	\$ 1.00
<i>Note 1: Rentals subject to Department of Housing Income Test</i>			
<i>Note 2: Rent amounts payable are per week unless stated otherwise.</i>			
<b>Housing - Bonds</b>			
Bonds - Housing (4 weeks rent)	N	C	AS PER RENT
Bonds - Pet Bond	N	C	\$ 260.00
<b>Leases - General</b>			
<b>Leases - including Peppercorn rental. All leases to be inserted after review of lease file. Peppercorn leases @ \$1 pa.</b>			
Ballidu Greater Sports Council	N	C	\$ 1.00
Wongan Hills Sports & Recreation Council	N	C	\$ 1.00
Cadoux Sports Council	N	C	\$ 1.00
Kondut Greater Sports Council	N	C	\$ 1.00
Ballidu Contemporary Arts Society	N	C	\$ 1.00
Wongan Hills Playgroup	N	C	\$ 1.00
Cadoux Church	N	C	\$ 1.00
Wongan Arts Society	N	C	\$ 1.00
Wongan Hills Tourism Group	N	C	\$ 1.00
Wongan Hills Museum Committee	N	C	\$ 1.00
Wongan Hills Rifle Club	N	C	\$ 1.00
Wongan Hills Golf Club	N	C	\$ 1.00
Wongan Hills Bowling Club	N	C	\$ 1.00
Wongan Hills Apex Club	N	C	\$ 1.00
Wongan Hills Community Garden	N	C	\$ 1.00
Wongan Gymnastics Club	N	C	\$ 1.00
Wongan-Ballidu Senior Citizens	N	C	\$ 1.00
Wongan Hills Swimming Club	N	C	\$ 1.00
Wongan Hills Rotary Club	N	C	\$ 1.00

<b>Aerodromes</b>			
Wongan Airstrip - G VanSchie	Y	C	\$ 1,737.00
Wongan Airstrip - Dunns Aviation	Y	C	\$ 885.00
Wongan Airstrip - Ground Lease (D McFarlane)	Y	C	\$ 636.00
Wongan Airstrip - Ground Lease (G Chambon)	Y	C	\$ 636.00
<b>Waste Management</b>			
<b>Kerbside Pick Up - Sanitation Services</b>			
Rubbish and Recycling Charges per Bin per Annum - Wongan Hills Domestic	N	C	\$ 360.00
Rubbish and Recycling Charges per Bin per Annum - Ballidu Domestic	N	C	\$ 360.00
Rubbish and Recycling Charges per Bin per Annum - Wongan Hills Commercial	N	C	\$ 360.00
Rubbish and Recycling Charges per Bin per Annum - Ballidu Commercial	N	C	\$ 360.00
Additional Rubbish and Recycling Charges	N	C	\$ 360.00
<b>Chargeable Waste (Residential &amp; Businesses, Ratepayers) Once tip passes are fully exhausted</b>			
<b>Utes, vans, cars, 4WD, crew cab or trailers (8 x 4) General Household or business non toxic waste</b>			
2.1 For Householder (1 visit)	Y	C	\$ 11.00
2.2 For Businesses (Ratepayer) per cubic metre	Y	C	\$ 19.50
<b>Non-Domestic Waste</b>			
3.1 Putrescible & non recyclable landfill - per cubic metre	Y	C	\$ 11.00
3.2 Offal, Meat - per cubic metre	Y	C	\$ 81.50
3.3 Sorted recyclables various - (excludes cardboard) per cubic metre	Y	C	\$ 14.00
3.4 Cardboard - per cubic metre	Y	C	\$ 18.50
3.5 Non-recyclable - per cubic metre	Y	C	\$ 27.50
3.6 Clean Rubble - per cubic metre	Y	C	\$ 16.50
3.7 Mixed Rubble/Material - per cubic metre	Y	C	\$ 27.50
3.8 Mixed Builder's Waste - per cubic metre	Y	C	\$ 27.50
3.9 Bulk Green Waste	Y	C	\$ 11.00
3.11 Baling twine - per cubic metre	Y	C	\$ 14.00
3.12 Ex-Farm Large Rolls of Wire - Per roll	Y	C	\$ 12.00
3.14 Wood - per cubic metre	Y	C	\$ 19.50
<b>Additional Charges - Other Offensive Materials</b>			
4.1 Waste Oil - Per litre	Y	C	\$ 0.20
4.1a Drilling Mud - per litre	Y	C	\$ 0.20
4.2 E-Waste - under 5kgs			\$ 20.00
4.2a E-Waste - over 5kgs			\$ 40.00
4.3 Septage - per litre	Y	C	\$ 0.25
4.3a Septage - per litre - non resident	Y	C	\$ 0.95
4.4 Offal, Meat - per cubic metre	Y	C	\$ 81.50
4.5 Small Animals - cats, dogs lambs- per carcass	Y	C	\$ 11.00
4.6 Large Animals - Sheep, cattle, horses, pigs - per carcass	Y	C	\$ 22.00
4.7 Small Vehicle Body - car , ute, van - per body	Y	C	No charge
4.8 Large Vehicle Body - Truck, tractor - per body	Y	C	No charge
4.9 Small Tyres (must be off rim), car ute, van - per tyre	Y	C	\$ 11.00
4.10 Large Tyres (must be off rim)- Farm machinery per tyre	Y	C	\$ 171.00
4.11 Batteries (each)	Y	C	\$ 11.00
4.12 Asbestos - per cubic metre dumped	Y	C	\$ 210.00
4.13 Asbestos Dig & Cover - per each load (additional to per c.m. rate)	Y	C	\$ 136.50
4.14 White Goods, Fridge, freezer, air - con (not degassed)	Y	C	\$ 40.50
4.15 White Goods, Fridge, freezer, Air - con, TV's etc (degassed)	Y	C	\$ 27.50
4.16 Sorted Scrap Metal per cubic metre	Y	C	\$ 13.50
4.17 Emergency Opening Fee	Y	C	\$ 110.00
4.18 Baling Twine Only (Special Rate Ausvision Rural Services Pty Ltd annual fee)	Y	C	\$ 700.00



Community Resource Centre Charges			
<b>Wonga-Balli Boomer Advertising</b>			
Classified	Y	C	\$ 3.25
Small Ad	Y	C	\$ 6.50
Small Ad - Colour	Y	C	\$ 11.00
1/4 Page Black & White	Y	C	\$ 13.00
1/2 Page Black & White	Y	C	\$ 19.00
Full A4 Page Black & White	Y	C	\$ 28.00
Full Page Colour	Y	C	\$ 63.00
1/2 Page Colour	Y	C	\$ 38.00
1/4 Page Colour	Y	C	\$ 25.00
Per edition Wonga-Balli Boomer	Y	C	\$ 2.00
Per edition Wonga-Balli eBoomer (electronic copy)	Y	C	\$ 1.00
<b>Assisted Printing</b>			
<b>0-99 copies</b>			
One Sided - A4 Black & White	Y	C	\$ 0.50
Double Sided - A4 Black & White	Y	C	\$ 0.75
One Sided - A4 Colour	Y	C	\$ 1.00
Double Sided - A4 Colour	Y	C	\$ 1.25
One Sided - A3 Black & White	Y	C	\$ 1.00
Double Sided - A3 Black & White	Y	C	\$ 1.25
One Sided - A3 Colour	\$ -	0	\$ 1.75
Double Sided - A3 Colour	Y	C	\$ 2.00
<b>100+ copies (10% discount)</b>			
Label Printing Black & White - Per Sheet	Y	C	\$ 3.25
Label Printing Colour - Per Sheet	Y	C	\$ 4.25
Business Cards - 10 Black & White copies	Y	C	\$ 4.25
Business Cards - 10 Colour copies	Y	C	\$ 5.25
<b>Binding</b>			
Spiral A4 - Per Binder Comb (up to 50 pages)	Y	C	\$ 5.50
Spiral A4 - Per Binder Comb (50+ pages)	Y	C	\$ 11.00
<b>Photocopying</b>			
Double Sided - A3 Black & White	Y	C	\$ 1.25
Double Sided - A3 Colour	Y	C	\$ 2.00
Double Sided - A4 Black & White	Y	C	\$ 0.75
Double Sided - A4 Colour	Y	C	\$ 1.25
One Sided - A3 Black & White	Y	C	\$ 1.00
One Sided - A3 Colour	Y	C	\$ 1.75
One Sided - A4 Black & White	Y	C	\$ 0.75
One Sided - A4 Colour	Y	C	\$ 1.00
<b>Booklet Printing</b>			
Booklet Printing up to 8 Pages	Y	C	\$ 2.50
Booklet Printing up to 16 Pages	Y	C	\$ 4.00
Booklet Printing up to 24 Pages	Y	C	\$ 5.50
Booklet Printing up to 32 Pages	Y	C	\$ 6.50
<b>Speciality Paper</b>			
ColorTec Gloss Coated	Y	C	\$ 3.50
<b>Laminating</b>			
A4 per page	Y	C	\$ 3.50
A3 per page	Y	C	\$ 4.50
<b>Large Printer</b>			
Poster (1m)	Y	C	\$ 12.00
10"x20" Canvas	Y	C	\$ 78.00
12"x12" Canvas	Y	C	\$ 72.00
12"x18 Canvas	Y	C	\$ 88.00
12"x24" Canvas	Y	C	\$ 110.00

16"x24" Canvas	Y	C	\$	127.00
20"x20" Canvas	Y	C	\$	132.00
20"x30" Canvas	Y	C	\$	176.00
24"x24" Canvas	Y	C	\$	166.00
30"x30" Canvas	Y	C	\$	237.00
A1 Heavyweight Poster	Y	C	\$	34.00
A2 Heavyweight Poster	Y	C	\$	22.00
A0 Heavyweight Poster	Y	C	\$	44.00
A2 Page	Y	C	\$	12.00
A1 Page	Y	C	\$	22.00
A0 Page	Y	C	\$	34.00
609mm x 914mm Synthetic Banners	Y	C	\$	66.00
609mm x 121mm Synthetic Banners	Y	C	\$	78.00
609mm x 1524mm Synthetic Banners	Y	C	\$	92.00
609mm x 1828mm Synthetic Banners	Y	C	\$	104.00
<b>Photos</b>				
A4 per page	Y	C	\$	3.00
A3 per page	Y	C	\$	5.00
<b>Equipment Hire</b>				
Laptop Hire Hourly Rate	Y	C	\$	16.00
Projector Screen Hire	Y	C	\$	32.00
Projector Screen Hire Bond (Fully refundable on satisfactory return of items)	Y	C	\$	50.00
Bar Table / Large Round Table / Trestle Table Hire - Per Table (To be returned clean or further charges will apply)	Y	C	\$	11.00
Bar Table / Large Round Table / Trestle Table Bond (Fully refundable on satisfactory return of items)	Y	C	\$	50.00
Chair Hire - Per Chair (To be returned clean or further charges will apply)	Y	C	\$	2.50
Chair Bond (Fully refundable on satisfactory return of items)	Y	C	\$	50.00
<b>Key Deposit</b>				
Key Bond - Refundable on return of key	Y	C	\$	50.00
<b>Room Hire Bond</b>				
Room Bond - No Alcohol. Refundable on satisfactory inspection of room after hire. (applicable to kitchen hire also)	Y	C	\$	150.00
Room Bond - Alcohol. Refundable on satisfactory inspection of room after hire	Y	C	\$	500.00
Small Office/Board Room Bond - Refundable on satisfactory inspection of room after hire.*	Y	C	\$	60.00

<b>Function Room Hire</b>			
<i>Commercial: Groups or Individuals that generate income for personal payment or profit; State/Federal Government Agencies.</i>			
<i>Community: Groups or Individuals that undertake activities that do not generate income for personal profit; are an incorporated body; recognised not for profit.</i>			
<i>Service: Single Entity Local Enterprise providing a service, event or activity for the benefit of the local community.</i>			
Commercial Hourly	Y	C	\$ 74.00
Commercial Half Day (up to 4 hours) (Flat Fee)	Y	C	\$ 190.00
Commercial Full Day (4+ hours) (Flat Fee)	Y	C	\$ 380.00
Community Hourly (Door Fee)	Y	C	\$ 37.00
Community Half Day (4 hours) (Door Fee)	Y	C	\$ 95.00
Community Full Day (4+ hours) (Door Fee)	Y	C	\$ 190.00
Community Hourly (No Door Fee)	Y	C	\$ 21.00
Community Half Day (up to 4 hours) (No Door Fee)	Y	C	\$ 47.00
Community Full Day (4+ hours) (No Door Fee)	Y	C	\$ 95.00
Service Hourly (Flat Fee)	Y	C	\$ 47.00
Service Half Day (up to 4 hours) (Flat Fee)	Y	C	\$ 116.00
Service Full Day (4+ hours) (Flat Fee)	Y	C	\$ 210.00
<b>Kitchen Related Hire</b>			
Tablecloth Hire (per tablecloth)	Y	C	\$ 12.50
Kitchen Hire per Half Day	Y	C	\$ 53.00
Kitchen hire per day	Y	C	\$ 95.00
Crockery / Cultery Hire (Flat Fee) (Items to be returned clean or charges will apply)	Y	C	\$ 32.00
Crockery / Cultery Hire (Bond) (Full refundable on satisfactory return of items)	Y	C	\$ 50.00
<b>Boardroom Hire</b>			
<i>Commercial: Groups or Individuals that generate income for personal payment or profit; State/Federal Government Agencies.</i>			
<i>Community: Groups or Individuals that undertake activities that do not generate income for personal profit; are an incorporated body; recognised not for profit.</i>			
Commercial Hourly	Y	C	\$ 32.00
Commercial Half Day (up to 4 Hours)	Y	C	\$ 80.00
Commercial Full Day (4+ hours)	Y	C	\$ 160.00
Community Hourly	Y	C	\$ 16.00
Community Half Day (up to 4 Hours)	Y	C	\$ 42.00
Community Full Day (4+ Hours)	Y	C	\$ 84.00
<b>Small Office Hire (inclusive of wifi)</b>			
<i>Commercial: Groups or Individuals that generate income for personal payment or profit; State/Federal Government Agencies.</i>			
<i>Community: Groups or Individuals that undertake activities that do not generate income for personal profit; are an incorporated body; recognised not for profit.</i>			
Commercial Hourly	Y	C	\$ 21.00
Commercial Half Day (up to 4 hours)	Y	C	\$ 62.00
Commercial Full Day (4+ hours)	Y	C	\$ 63.00
Weekly (8.30am to 5.00pm Weekdays only)	Y	C	\$ 190.00
Community Hourly	Y	C	\$ 11.00
Community Half Day (up to 4 hours)	Y	C	\$ 21.00
Community Full Day (4+ hours)	Y	C	\$ 32.00

<b>Secretarial Services</b>			
Secretarial/Desktop Services per 15 minute block	Y	C	\$ 11.00
Scanning and Emailing - 1-10 Pages	Y	C	\$ 3.20
Scanning and Emailing - 10+ Pages	Y	C	\$ 5.25
Single Email	Y	C	\$ 2.00
Video Conferencing per hour	Y	C	\$ 42.00
<b>Exam Supervision</b>			
Invigilator Fees Per Hour - includes room hire	Y	C	\$ 50.00
<b>Licensing</b>			
Local Plates - WB Series - Administration Fee (excludes DOT fee)	Y	C	\$ 85.00
Local Plates - CDX Series - Administration Fee (excludes DOT fee)	Y	C	\$ 85.00
Postage	Y	C	Per Australia Post
<b>Works &amp; Services</b>			
<b>Private Works - Rate Payers</b>			
<b>Charges for Private Works carried out by council are based on the recovery of plant operating rates, employee costs and administrative costs. Each individual job will be costed by the Manager of Works &amp; Services and agreed upon with the ALL Charges are for WET HIRE only.</b>			
Grader - Hourly Rate - Normal Time	Y	C	\$ 238.00
Grader - Hourly Rate - Time and a half	Y	C	\$ 256.00
Grader - Hourly Rate - Double Time	Y	C	\$ 276.00
Backhoe - Hourly Rate - Normal Time	Y	C	\$ 204.00
Backhoe - Hourly Rate - Time and a half	Y	C	\$ 221.00
Backhoe - Hourly Rate - Double Time	Y	C	\$ 238.00
Bobcat-Hourly Rate - Normal Time	Y	C	\$ 110.00
Bobcat- Time and a half	Y	C	\$ 145.00
Bobcat- Double Time	Y	C	\$ 174.00
Loader - Hourly Rate - Normal Time	Y	C	\$ 207.00
Loader - Hourly Rate - Time and a half	Y	C	\$ 219.00
Loader - Hourly Rate - Double Time	Y	C	\$ 244.00
6 Wheel Tip Trucks - Hourly Rate - Normal Time	Y	C	\$ 203.00
6 Wheel Tip Trucks - Hourly Rate - Time and a half	Y	C	\$ 223.00
6 Wheel Tip Trucks - Hourly Rate - Double Time	Y	C	\$ 238.00
Light Trucks - Hourly Rate - Normal Time	Y	C	\$ 176.00
Light Trucks - Hourly Rate - Time and a half	Y	C	\$ 195.00
Light Trucks - Hourly Rate - Double Time	Y	C	\$ 213.00
Roller - Hourly Rate - Normal Time	Y	C	\$ 218.00
Roller - Hourly Rate - Time and a half	Y	C	\$ 236.00
Roller - Hourly Rate - Double Time	Y	C	\$ 251.00
Road Broom - Hourly Rate - Normal Time	Y	C	\$ 203.00
Road Broom - Hourly Rate - Time and a half	Y	C	\$ 203.00
Road Broom - Hourly Rate - Double Time	Y	C	\$ 203.00
Low Loader - Hourly Rate - Normal Time	Y	C	\$ 92.00
Low Loader - Hourly Rate - Time and a half	Y	C	\$ 92.00
Low Loader - Hourly Rate - Double Time	Y	C	\$ 92.00
Pig Trailers - Hourly Rate - Normal Time	Y	C	\$ 40.00
Pig Trailers - Hourly Rate - Time and a half	Y	C	\$ 40.00
Pig Trailers - Hourly Rate - Double Time	Y	C	\$ 40.00
Water Tanks - Hourly Rate - Normal Time	Y	C	\$ 85.00
Water Tanks - Hourly Rate - Time and a half	Y	C	\$ 85.00
Water Tanks - Hourly Rate - Double Time	Y	C	\$ 85.00
Tractors - Hourly Rate - Normal Time	Y	C	\$ 164.00
Tractors - Hourly Rate - Time and a half	Y	C	\$ 182.00
Tractors - Hourly Rate - Double Time	Y	C	\$ 198.00
Semi-Side Tipper - Hourly Rate - Normal Time	Y	C	\$ 238.00
Semi-Side Tipper - Hourly Rate - Time and a half	Y	C	\$ 256.00
Semi-Side Tipper - Hourly Rate - Double Time	Y	C	\$ 273.00

*Note 1: Labour rates over and above the rates used for specific plant hire will be charged out at \$60 per hr normal time, \$90 per hr time and a half and \$120 per hr double time*

*Note 2: Light vehicles (utilities) used during private works are charged at \$0.85 per km*

*Note 3: Sundry plant used during private works is charged at as follows: SP1 = \$12.75 per hr ; SP2 = \$86.85per hr ; SP3 = \$31.85per hr ; SP4 = \$10.45per hr*

*Note 4: Miscellaneous equipment used during private works is charged at as follows: Freeroll = \$33 per hr ; Gang Mower = \$51 per hr ; Slasher = \$39.40per hr ; Drawn Roller = \$8.15per hr*

*Note 5: Gravel ex Depot are charged at \$6.75 per m3*

*Note 7: All materials attract a 12.5% surcharge*

<b>Private Works - Non Rate Payers</b>			
Grader - Hourly Rate - Normal Time	Y	C	\$ 291.00
Grader - Hourly Rate - Time and a half	Y	C	\$ 309.00
Grader - Hourly Rate - Double Time	Y	C	\$ 329.00
Backhoe - Hourly Rate - Normal Time	Y	C	\$ 254.00
Backhoe - Hourly Rate - Time and a half	Y	C	\$ 272.00
Backhoe - Hourly Rate - Double Time	Y	C	\$ 291.00
Bobcat-Hourly Rate - Normal Time	Y	C	\$ 158.00
Bobcat- Time and a half	Y	C	\$ 180.00
Bobcat- Double Time	Y	C	\$ 216.00
Loader - Hourly Rate - Normal Time	Y	C	\$ 259.00
Loader - Hourly Rate - Time and a half	Y	C	\$ 277.00
Loader - Hourly Rate - Double Time	Y	C	\$ 296.00
6 Wheel Tip Trucks - Hourly Rate - Normal Time	Y	C	\$ 254.00
6 Wheel Tip Trucks - Hourly Rate - Time and a half	Y	C	\$ 272.00
6 Wheel Tip Trucks - Hourly Rate - Double Time	Y	C	\$ 291.00
Light Trucks - Hourly Rate - Normal Time	Y	C	\$ 230.00
Light Trucks - Hourly Rate - Time and a half	Y	C	\$ 248.00
Light Trucks - Hourly Rate - Double Time	Y	C	\$ 267.00
Roller - Hourly Rate - Normal Time	Y	C	\$ 252.00
Roller - Hourly Rate - Time and a half	Y	C	\$ 270.00
Roller - Hourly Rate - Double Time	Y	C	\$ 289.00
Road Broom - Hourly Rate - Normal Time	Y	C	\$ 255.00
Road Broom - Hourly Rate - Time and a half	Y	C	\$ 255.00
Road Broom - Hourly Rate - Double Time	Y	C	\$ 255.00
Low Loader - Hourly Rate - Normal Time	Y	C	\$ 146.00
Low Loader - Hourly Rate - Time and a half	Y	C	\$ 146.00
Low Loader - Hourly Rate - Double Time	Y	C	\$ 146.00
Pig Trailers - Hourly Rate - Normal Time	Y	C	\$ 112.00
Pig Trailers - Hourly Rate - Time and a half	Y	C	\$ 112.00
Pig Trailers - Hourly Rate - Double Time	Y	C	\$ 112.00
Water Tanks - Hourly Rate - Normal Time	Y	C	\$ 139.00
Water Tanks - Hourly Rate - Time and a half	Y	C	\$ 139.00
Water Tanks - Hourly Rate - Double Time	Y	C	\$ 139.00
Tractors - Hourly Rate - Normal Time	Y	C	\$ 215.00
Tractors - Hourly Rate - Time and a half	Y	C	\$ 233.00
Tractors - Hourly Rate - Double Time	Y	C	\$ 252.00
Semi-Side Tipper - Hourly Rate - Normal Time	Y	C	\$ 288.00
Semi-Side Tipper - Hourly Rate - Time and a half	Y	C	\$ 306.00
Semi-Side Tipper - Hourly Rate - Double Time	Y	C	\$ 326.00
Administration Charges	Y	C	25% of Value
Stock Purchase Fee	Y	C	15% of Value
<b>Standpipe Water Charges</b>			
Rate per kilolitre of water used to be applied (based on meter read)	N	C	\$ 12.00
Purchase of standpipe card	Y	C	\$ 60.00

**SHIRE OF WONGAN-BALLIDU CAPITAL WORKS SCHEDULE 2024/25**

			Funding Source					
COA	Description	2024-25 Budget	New (muni)	Carryover (surplus)	Reserves	Grant	Sale proceeds	Asset Class
04250	Administration Building (Buildings) - CAPEX	\$7,291.00	\$7,291.00					Land & Buildings
04253	Computer Hardware (F&E)- CAPEX	\$20,000.00	\$20,000.00					Furniture & Equipment
04255	CEO Vehicle (MV) - CAPEX	\$100,000.00			\$50,000.00		\$50,000.00	Motor Vehicles
04263	Capex - Chambers ICT Upgrade (F&E)	\$64,195.00		\$64,195.00				Furniture & Equipment
05232	Capex - Ninan/Hinds BFB Fire Shed	\$1,500,000.00				\$1,500,000.00		Land & Buildings
05233	Capex - Fire Danger Rating Signage	\$30,000.00			\$30,000.00			Other Infrastructure
06408	Community Bus (MV) - CAPEX	\$125,213.00			\$90,800.00	\$28,413.00	\$6,000.00	Motor Vehicles
06415	CRC Capital Expense (Buildings) - CAPEX	\$43,203.00	\$15,082.00	\$28,121.00				Land & Buildings
07630	Doctors Vehicle (MV)- CAPEX	\$94,000.00			\$39,000.00		\$55,000.00	Motor Vehicles
07632	Capex - Medical Centre Generator	\$45,000.00		\$22,500.00		\$22,500.00		Plant & Equipment
09061	8 Ellis Street (Buildings)- CAPEX	\$6,358.00	\$6,358.00					Land & Buildings
09066	16 Moore Street (Buildings)- CAPEX	\$20,581.00		\$20,581.00				Land & Buildings
09075	JV Housing - Quinlan St (Buildings)- CAPEX	\$14,712.00			\$14,712.00			Land & Buildings
09085	Capex - Staff Housing - Stickland St and Shields Crescent	\$425,000.00	\$425,000.00					Land & Buildings
10808	Cemetery WH Capex (Infras Other) - CAPEX	\$14,500.00		\$14,500.00				Other Infrastructure
10815	Cadoux Community Park Toilets (Buildings)- CAPEX	\$10,116.00		\$10,116.00				Land & Buildings
10830	Railway Centre Toilets (Buildings)- CAPEX	\$544,750.00				\$544,750.00		Land & Buildings
11023	Ballidu Hall (Buildings)- CAPEX	\$153,485.00			\$153,485.00			Land & Buildings
11030	Community Park WH (Infras Other)- CAPEX	\$11,570.00		\$11,570.00				Other Infrastructure
11034	Federation Park (Cadoux) - Capex	\$22,349.00		\$22,349.00				Land & Buildings
11210	WH Swimming Pool (Infrastructure Other) - CAPEX	\$225,476.00	\$25,476.00		\$200,000.00			Other Infrastructure
11477	Mocardy Dam (Infras Other)- CAPEX	\$177,389.00	\$77,389.00			\$100,000.00		Other Infrastructure
11610	Radio & Television Tower (Buildings) - CAPEX	\$44,305.00		\$44,305.00				Land & Buildings
11620	W.H. Recreation Complex (Buildings) - CAPEX	\$118,381.00	\$20,000.00	\$68,381.00	\$30,000.00			Land & Buildings
11621	Ballidu Sports Complex (Buildings) - CAPEX	\$9,800.00		\$9,800.00				Land & Buildings
11622	Fixed Wireless Project	\$30,000.00		\$30,000.00				Other Infrastructure
11815	Capex - WH Pavilion Generator	\$45,000.00		\$22,500.00		\$22,500.00		Plant & Equipment
12080	Depot Bldg. Capital (Buildings) - CAPEX	\$28,000.00	\$22,293.00	\$5,707.00				Land & Buildings
12600	Water Tank (P&E)- CAPEX	\$15,000.00	\$15,000.00					Other Infrastructure
12610	Trucks - CAPEX	\$330,000.00			\$235,000.00		\$95,000.00	Plant & Equipment
12629	Sundry Plant and Equipment (CAPEX)	\$40,000.00			\$40,000.00			Plant & Equipment
12619	Dolly trailer (PTRL14)	\$40,000.00			\$35,000.00		\$5,000.00	Plant & Equipment
12612	Grader (PG16)	\$480,000.00			\$280,000.00		\$200,000.00	Plant & Equipment
13610	Museum - CAPEX	\$43,500.00		\$43,500.00				Land & Buildings
14417	BMO Vehicle	\$45,000.00			\$45,000.00			Motor Vehicles
14418	Grader Utility (Motor Vehicles) - CAPEX	\$40,000.00			\$22,000.00		\$18,000.00	Motor Vehicles
14419	Town Maintenance Ute	\$40,000.00			\$28,000.00		\$12,000.00	Motor Vehicles

COA	Description	2024-25 Budget	New (muni)	Carryover (surplus)	Reserves	Grant	Sale proceeds	Asset Class
14885	Lot 162 Danubin St - CAPEX	\$40,116.00		\$40,116.00				Land & Buildings
<b>AROAD</b>	<b>RRG Funded Capital Roadworks (Infras Roads)</b>							
A0192	Burakin-Wialki Final Seal SLK 3.0 to 6.8	\$231,500.00	\$77,167.00			\$154,333.00		Roads
A0199	Waddington-Wongan Hills Road - Final Seal SLK 21 to 23	\$109,250.00	\$36,416.00			\$72,834.00		Roads
AA195	Hospital Road - Reconstruction SLK 12.50 to 14.50	\$394,880.00	\$131,627.00			\$263,253.00		Roads
AA197	Cadoux-Wongan Road - Reconstruction SLK 18.81 to 19.81	\$168,621.00	\$56,207.00			\$112,414.00		Roads
AA199	Waddington-Wongan Hills Road - Reconstruction SLK 19.5 to 21	\$455,860.00	\$151,953.00			\$303,907.00		Roads
<b>BROAD</b>	<b>R2R Funded Capital Roadworks (Infras Roads)</b>							
B0003	Ballidu East Road - 10mm Final Seal	\$103,347.00				\$103,347.00		Roads
BA003	Ballidu East Drainage - Culvert Replacement	\$212,147.00				\$212,147.00		Roads
B0007	Manmanning Road - 10mm Final Seal	\$46,597.00				\$46,597.00		Roads
B0008	Yerecoin South East Road - Shoulder work	\$90,630.00				\$90,630.00		Roads
B0023	Kirwan West Road - 2km gravel resheet	\$114,811.00				\$114,811.00		Roads
B0029	Lake Hinds North Road - 4km gravel resheet	\$152,839.00				\$152,839.00		Roads
B0037	Lloyd Road - 2km gravel resheet	\$100,981.00				\$100,981.00		Roads
B0087	Stickland Street - Asphalt and kerb	\$72,592.00				\$72,592.00		Roads
<b>DROAD</b>	<b>Own Funded Capital Footpaths (Infras footpaths)</b>							
D0182	Booth Street & Shields Crescent footpath	\$65,047.00	\$32,523.00			\$32,524.00		Footpaths
<b>EROAD</b>	<b>Own Funded Capital Roadworks (Infras Roads).</b>							
E001	Wongan Road - Drainage & Kerbing	\$314,000.00				\$314,000.00		Roads
E0035	Lake Hinds North Road - 4km gravel resheet	\$154,995.00	\$154,995.00					Roads
<b>GROAD</b>	<b>Wheatbelt Secondary Freight Network Roadworks (Infra Roads)</b>							
WSFN11	Dowerin-Kalannie Road - Reconstruction	\$1,910,657.00	\$127,378.00			\$1,783,279.00		Roads
WSFN12	Dowerin-Kalannie Road - Pavement and Intersection	\$65,170.00	\$4,345.00			\$60,825.00		Roads
		<b>\$9,808,214.00</b>	<b>\$1,406,500.00</b>	<b>\$458,241.00</b>	<b>\$1,292,997.00</b>	<b>\$6,209,476.00</b>	<b>\$441,000.00</b>	

	2024-25 Budget	New (muni)	Carryover (surplus)	Reserves	Grants	Sale proceeds
Land & Buildings	\$3,031,947.00	\$496,024.00	\$292,976.00	\$198,197.00	\$2,044,750.00	\$0.00
Roads	\$4,698,877.00	\$740,088.00	\$0.00	\$0.00	\$3,958,789.00	\$0.00
Footpaths	\$65,047.00	\$32,523.00	\$0.00	\$0.00	\$32,524.00	\$0.00
Motor Vehicles	\$444,213.00	\$0.00	\$0.00	\$274,800.00	\$28,413.00	\$141,000.00
Other Infrastructure	\$503,935.00	\$117,865.00	\$56,070.00	\$230,000.00	\$100,000.00	\$0.00
Plant & Equipment	\$980,000.00	\$0.00	\$45,000.00	\$590,000.00	\$45,000.00	\$300,000.00
Furniture & Equipment	\$84,195.00	\$20,000.00	\$64,195.00	\$0.00	\$0.00	\$0.00
	\$9,808,214.00	\$1,406,500.00	\$458,241.00	\$1,292,997.00	\$6,209,476.00	\$441,000.00

BUILDING CAPEX 2024/2025 BUDGET								
Job No.	LOCATION	PROJECT	TOTAL JOB COST					
				2023/24		2024/25		
				Muni Funded Carryovers	Reserve Funded Carryovers	Additional Funding on carryovers	Reserve Funded New Budget	Muni Funded New Budget
BUDGET CARRY OVERS								
H0400	Ballidu Sports Complex	Major power upgrade to venue c/o	\$ 9,800.00	\$ 9,800.00				
H0250	Depot - Shire	Upgrade electrical cables from pole to gardeners shed c/o	\$ 5,707.17	\$ 5,707.17				
H0275	Museum	Stage 2 - Replace floor boards at front of museum, balustrading and verandah posts and prime for paintng like for like c/o	\$ 38,500.00	\$ 38,500.00				
H0224	Swimming Pool	Concrete works around pool c/o	\$ 9,043.77		\$ 9,043.77			
H0404	TV Retransmission Tower	Program reader	\$ 4,072.40	\$ 4,072.40				
H0305	Wongan Hills Sports Pavilion	Key System c/o	\$ 22,207.17		\$ 12,207.17	\$ 10,000.00		
H0411	Wongan Hills Cemetery	Install new ashes section c/o	\$ 14,500.00	\$ 14,500.00				
H0224	Swimming Pool	Resurface main pool and small pools, paint lines & expansion joints	\$ 188,432.00		\$ 38,432.00		\$ 150,000.00	
H0220	Ballidu Hall	Presevation works to outside front of building	\$ 101,742.50		\$ 101,742.50			
H0220	Ballidu Hall	Presevation works to inside front rooms of building	\$ 51,742.50		\$ 51,742.50			
H0305	Wongan Hills Sports Pavilion	Replace fence around playground	\$ 36,058.08		\$ 21,058.08	\$ 15,000.00		
H0305	Wongan Hills Sports Pavilion	Replace pool fencing along raised area	\$ 10,058.08		\$ 10,058.08			
H0275	Museum	Drainage	\$ 5,000.00	\$ 5,000.00				
H0404	TV Retransmission Tower	3 x remultiplexers	\$ 20,116.17	\$ 20,116.17				
H0404	TV Retransmission Tower	1 x EPG remultiplexer	\$ 20,116.17	\$ 20,116.17				
H0223	CRC (Shire)	Painting, internal	\$ 28,161.67	\$ 28,161.67				



BUILDING CAPEX 2024/2025 BUDGET								
Job No.	LOCATION	PROJECT	TOTAL JOB COST					
				2023/24		2024/25		
				Muni Funded Carryovers	Reserve Funded Carryovers	Additional Funding on carryovers	Reserve Funded New Budget	Muni Funded New Budget
H0325	Cadoux Public Toilet	Septic upgrade - tanks & leach drain	\$ 10,116.17	\$ 10,116.17				
H0024	Cadoux - Federation Park	Replace gazebo in park with steel same as burakin	\$ 22,348.50	\$ 22,348.50				
H0218	Moore Street No. 16	Bathroom repairs - main & ensuite	\$ 20,580.83	\$ 20,580.83				
H0032	Danubin Street No. 162	Demolish house	\$ 40,116.17	\$ 40,116.17				
H0305	Wongan Hills Sports Pavilion	Install 4 x Industrial Overhead fans in basketball courts	\$ 30,058.08		\$ 30,058.08			
		Total Carry Overs	\$ 688,477.43	\$ 239,135.24	\$ 274,342.19	\$ 25,000.00	\$ 150,000.00	

BUILDING CAPEX 2024/2025 BUDGET								
Job No.	LOCATION	PROJECT	TOTAL JOB COST					
				2023/24		2024/25		
				Muni Funded Carryovers	Reserve Funded Carryovers	Additional Funding on carryovers	Reserve Funded New Budget	Muni Funded New Budget
PROPOSED BUDGET 2024/2025								
H113	Admin Building	Replace part of falling ceiling in main office area	\$ 7,290.42					
H0223	CRC - Shire	Replace failing lights in main area	\$ 6,790.42					
H0223	CRC - Shire	Toilet repairs & replacement urinal	\$ 8,290.42					
H0250	Shire Depot	Replace damaged doors P&G Shed	\$ 15,290.42					
H0224	Swimming Pool	Replacement shade sails	\$ 10,290.42					
H0224	Swimming Pool	Replacement pool cleaner	\$ 18,000.00					
H0305	Wongan Hills Sports Pavilion	Structural engineer investigate failing wall	\$ 20,000.00					
H120	Ellis Street No. 8	Replace wood fireplace	\$ 6,358.08					
H0288	Quinlan Street 27C	Internal repairs (not covered by insurance)	\$ 14,711.67					
		<b>Total Proposed Budget 2024/2025</b>	<b>\$ 107,021.84</b>					<b>\$ 107,021.84</b>
		Proposed new budget items 2024/2025	\$ 107,021.84					
		Proposed additional funding on carryovers	\$ 25,000.00					
		Funded by Reserve	\$ 424,342.19					
		Muni funded carryovers	\$ 239,135.24					
		<b>TOTAL PROPOSED BUDGET</b>	<b>\$ 795,499.27</b>					
		Budget Limit	\$ 238,900.00					
		Proposed	\$ 107,021.84					
		Under	\$ 131,878.16					
		<b>Funds to building reserve</b>	<b>\$ 131,878.16</b>					

\*\*Changes:  
 1) Depot door replacement increased by \$7k to allow for roller door on parks shed

SHIRE OF WONGAN-BALLIDU      2024-2025 Capital Works Programme											
JOB No	Works Program	Section	Comments	Funding Source	Fully Funded	External Income two Thirds	Regional Bike Network Funding	LRCIP	CWSP	Shire Funds	Total Cost
A0192	Burakin-Wialki Road	Final Seal SLK 3.0 to 6.8	Final Seal	RRG		\$ 154,333				\$ 77,167	\$ 231,500
A0199	Waddington-Wongan Hills Road	Final Seal SLK 21.00 to 23.00	Final Seal	RRG		\$ 72,834				\$ 36,417	\$ 109,250
AA195	Hospital Road	Reconstruction SLK 12.50 - 14.50	Realign and widen to 8.00 meters	RRG		\$ 263,253				\$ 131,627	\$ 394,880
AA197	Cadoux-Wongan Hills Road	Reconstruction SLK 18.81-19.81	Reconstruction	RRG		\$ 112,414				\$ 56,207	\$ 168,621
AA199	Waddington-Wongan Hills Road	Reconstruction SLK 19.50- 21.00	Realign and widen to 8.00 meters	RRG		\$ 303,907				\$ 151,953	\$ 455,860
WSFN11	Dowerin Kalannie Road	Reconstruction (13km) / Upgrade Works to achieve a minimum 12.0m carriageway and 8.0m seal widthApply edge line and centre line marking.Note will seal approach on all side roads	Construction	WSFN		\$ 1,783,279				\$ 127,378	\$ 1,910,657
WSFN12	Dowerin Kalannie Road	Pavement & Intersection Design	Design	WSFN		\$ 60,825				\$ 4,345	\$ 65,170
B0003	Ballidu East Road	10mm Final Seal	Fianl Seal	R2R	\$ 103,347						\$ 103,347
BA003	Ballidu East Drainage	Culvert Replacement	Construction	R2R	\$ 212,147						\$ 212,147
B0007	Manmanning Road	10mm Final Seal	Final Seal	R2R	\$ 46,597						\$ 46,597
B0008	Yerecoin South East Road	Shoulder Work	Preservation	R2R	\$ 90,630						\$ 90,630
B0023	Kirwan West	2km Gravel Resheet	Preservation	R2R	\$ 114,811						\$ 114,811
B0029	Lake Hinds North Road	4km Gravel Resheet	Preservation	R2R	\$ 152,839						\$ 152,839
B0037	Lloyd Road	2km Gravel Resheet	Preservation	R2R	\$ 100,981						\$ 100,981
B0087	Stickland Street	Asphalt & Kerb	Preservation	R2R	\$ 72,592						\$ 72,592
D0182	Booth Street & Shields Crescent	Booth Street (105m) & Shields Crescent	Construction	WABN			\$ 32,524			\$ 32,524	\$ 65,047
E001	Wongan Road	Drainage & Kerb	Upgrade	LRCIP				\$ 314,000			\$ 314,000
E0035	Lake Hinds North Road	4km Gravel Resheet	Preservation	Shire						\$ 154,995	\$ 154,995
C0020	Mocardy Dam & Railway Dam	Automation & Pipe Replacement	Preservation	CWSP					\$ 100,000	\$ 77,389	\$ 177,389
TOTAL					\$ 893,944	\$ 2,750,845	\$ 32,524	\$ 314,000	\$ 100,000	\$ 850,000	\$ 4,941,312
2023-2024 Costs					\$ 769,342	\$ 3,414,395	\$ 67,332			\$ 754,043	\$ 5,317,924

Totals	
Final Seals	4.8km
Widening	12km
Re-seals	300m
Gravel Resheets	8km

2024/25 Funding Source Summary	
RRG	\$ 906,740

R2R	\$	893,944
WSFN	\$	1,844,104
Regional Bike Network Funding	\$	32,524
LRCIP	\$	314,000
Shire Funds	\$	850,000

## ACQUISITION AND DISPOSAL OF ASSETS 2024/25

Plant/ Asset Ref.	Asset description	2024/25 Acquisition Cost	Budget				Changeover
			Net Book	Proceeds	Profit	(Loss)	
			Value				
			\$	\$	\$	\$	
	<b>Plant and equipment</b>						
PTK34	Mack Truck (rollover)		82,000	85,000	3,000	0	0
PTRL23	Dual Tip Pig Trailer (rollover)		15,984	15,000	0	(984)	0
PTK35	Granite Mack Tip Truck	330,000	93,020	95,000	1,980	0	235,000
PG16	CAT 12M Grader	480,000	195,000	200,000	5,000	0	280,000
PTRL14	Dolly Trailer	40,000	2,000	5,000	3,000	0	35,000
NEW	Sundry plant & equipment	40,000	0	0	0	0	40,000
		<b>890,000</b>	<b>388,004</b>	<b>400,000</b>	<b>12,980</b>	<b>(984)</b>	<b>590,000</b>
	<b>Motor Vehicles</b>						
1535	Toyota Prado	94,000	25,000	55,000	30,000	0	39,000
1549	Tesla Model Y Performance	100,000	82,000	50,000	0	(32,000)	50,000
1434	Toyota Coaster Bus	125,213	2,500	6,000	3,500	0	119,213
1431	Toyota Hilux 2013 (Town Mtce.)	40,000	10,880	12,000	1,120	0	28,000
1516	Toyota Hilux 2019 (Grader)	40,000	14,212	18,000	3,788	0	22,000
NEW	Toyota Hilux (BMO)	45,000	0	0	0	0	45,000
		<b>444,213</b>	<b>134,592</b>	<b>141,000</b>	<b>38,408</b>	<b>(32,000)</b>	<b>303,213</b>
		<b>1,334,213</b>	<b>522,596</b>	<b>541,000</b>	<b>51,388</b>	<b>(32,984)</b>	<b>893,213</b>

## 9.2.4 RATE EXEMPTIONS YEAR ENDED 30 JUNE 2025

<b>FILE REFERENCE:</b>	Financial Management - Rates
<b>REPORT DATE:</b>	15 July 2024
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Sam Dolzadelli – Chief Executive Officer
<b>ATTACHMENTS:</b>	Nil

### PURPOSE OF REPORT:

To confirm the rating exemptions that will apply for the Financial Year ended 30 June 2025.

### BACKGROUND:

Council wishes to assist Not for Profit associations occupying Council land in meeting their objectives.

### COMMENT:

Each year as part of the annual budget adoption process by Council, rates exemptions are considered and reviewed to be approved with the adopted budget. The properties listed in the recommendation for exemption are not modified from the previous financial year.

The Minister for Local Government has previously approved the exemption of the Sports Council owned land under s6.26(2)(k) of the *Local Government Act 1995*, as this does not ordinarily fit the exemption criterion contained in section 6.26 of the Act.

The result of this is that the land is treated the same whether it be for charitable purposes or Not for Profit sporting and cultural purposes.

Council does not have discretion over the other land that is deemed non-rateable under s6.26 of the *Local Government Act 1995*, as this is legislated.

### POLICY REQUIREMENTS:

Nil.

### LEGISLATIVE REQUIREMENTS:

Section 6.26 of the Act stipulates that all land within a district is rateable land, except in certain circumstances, including:

- (2) (a) land which is the property of the Crown and –
  - (i) is being used or held for a public purpose; or

(ii) is unoccupied, except –

(i) where any person is, under paragraph (e) of owner in section 1.4, the Owner of the land other than by reason of that person being the holder of a prospecting licence held under the *Mining Act 1978* in respect of land the area of which does not exceed 10 ha or a miscellaneous licence held under that Act; or

(ii) where and to the extent and manner in which a person mentioned in paragraph (f) of the definition of owner in section 1.4 occupies or makes use of the land; and

(b) land in the district of a local government while it is owned by the local government and is used for the purposes of that local government other than for purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the local government; and

(c) land in a district while it is owned by a regional local government and is used for the purposes of that regional local government other than for the purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the regional local government; and

(d) land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood;

(e) land used exclusively by a religious body as a school for the religious instruction of children;

(f) land used exclusively as a non-government school within the meaning of the School Education Act 1999; and

(g) land used exclusively for charitable purposes;

(h) land vested in trustees for agricultural or horticultural show purposes; and

(i) land owned by Co-operative Bulk Handling Limited or leased from the Crown or a statutory authority (within the meaning of that term in the Financial Management Act 2006) by that co-operative and used solely for the storage of grain where that co-operative has agreed in writing to make a contribution to the local government; and

(j) land which is exempt from rates under any other written law; and

(k) land which is declared by the Minister to be exempt from rates

(3) If Co-operative Bulk Handling Limited and the relevant local government cannot reach an agreement under subsection (2)(i) either that co-operative or the local government may refer the matter to the Minister for determination of the terms of the agreement and the decision of the Minister is final.

(4) The Minister may from time to time, under subsection (2)(k), declare that any land or part of any land is exempt from rates and by subsequent declaration cancel or vary the declaration.

(5) Notice of any declaration made under subsection (4) is to be published in the *Gazette*.

(6) Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used occasionally for another purpose which is of a charitable, benevolent, religious or public nature.

#### **STRATEGIC IMPLICATIONS:**

There are no known strategic requirements in relation to this item.

#### **SUSTAINABILITY IMPLICATIONS:**

➤ **Environment**

There are no known environmental implications associated with this item.

➤ **Economic**

There are no known economic implications associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

➤ **Financial Implications**

Rating Exemptions will reduce the Shire's rateable income by approximately \$20,872. This has been incorporated into the 2024/2025 annual budget as the properties are classified as non-rateable.

#### **VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED:** No



## OFFICER RECOMMENDATION:

That Council:

**Resolve** to confirm the following rate exemptions will apply for the financial year ended 30 June 2025:

A1134	Ballidu Contemporary Arts Society
A1135	Ballidu Contemporary Arts Society Gallery
A1332	CWA Land, Kondut
A266	Kondut Sports Council Hall
A434	St John Ambulance
A470	Wongan-Ballidu Aged Persons Homes – Units
A440	Wongan-Ballidu Aged Persons Homes – Units
A421	Wongan-Ballidu Aged Persons Homes – Units
A409	Scout Association – vacant land (Hospital rd.)
A1359	Cadoux Sports Council farm land
A1351	Cadoux Sports Council vacant land
A1279	Wongan Hills Sports Council farm land
A82	Wongan Hills Sports Council farm land
A336	Wongan Hills Sports Council farm land
A801	Kanyana – Shop
A616	Wongan Community Store, Fenton Place

### 9.3 WORKS AND SERVICES

Nil

## 9.4 HEALTH, BUILDING AND PLANNING

### 9.4.1 APPLICATION FOR DEVELOPMENT APPROVAL – INSTALLATION OF TWO (2) SILOS, 1 JENSEN STREET, WONGAN HILLS

<b>FILE REFERENCE:</b>	A1674/P548
<b>REPORT DATE:</b>	15 July 2024
<b>APPLICANT/PROPONENT:</b>	Sarana Pty Ltd t/as Auhls Transport
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>AUTHOR:</b>	Melissa Marcon – Manager of Regulatory Services
<b>ATTACHMENTS:</b>	Nil

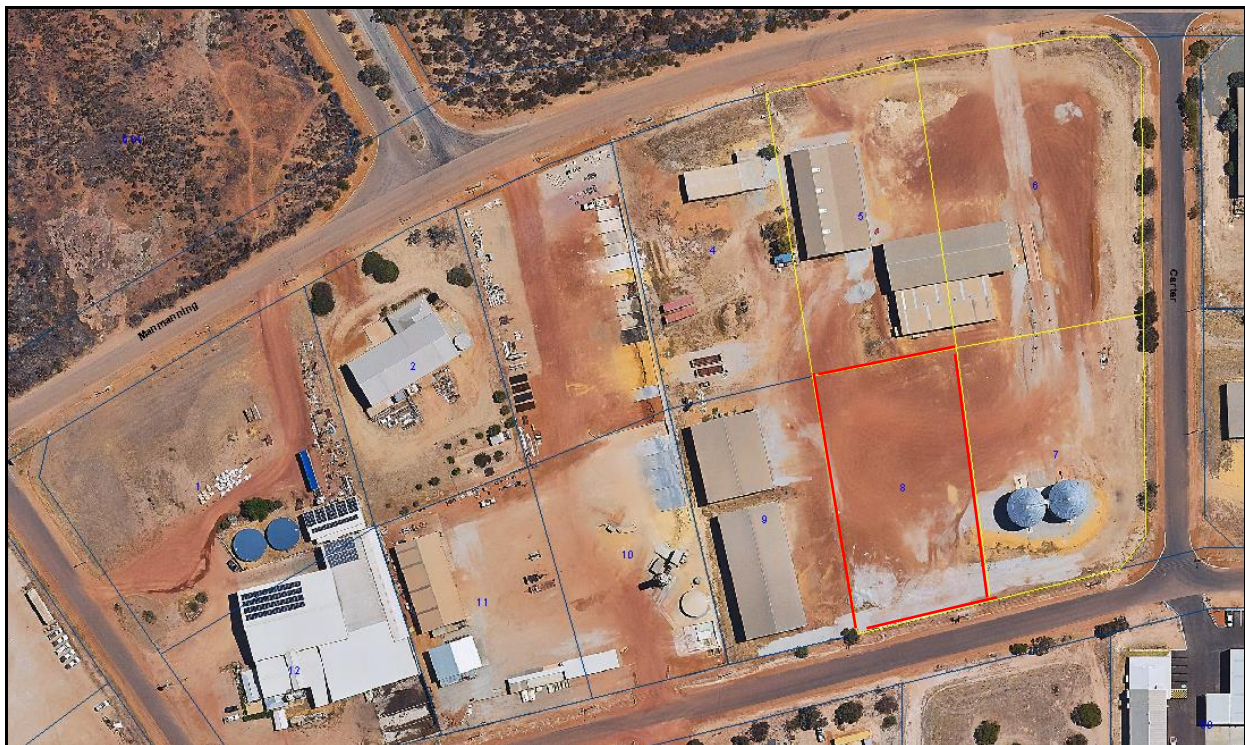
#### PURPOSE OF REPORT:

Consideration and final determination of an application for development approval for the construction and installation of two (2) additional silos for grain storage to the west of the already existing two (2) silos at 1 Jensen Street, Wongan Hills.

#### BACKGROUND:

The applicant is seeking development approval for the construction and installation of two (2) additional 1,000 tonne silos for grain storage on the property at 1 Jensen Street, Wongan Hills.

The two silos are to be constructed on cement bases, corrugated iron walls and steel roofing. They will be used for grain storage during harvest period (November-December) and then out loaded between January to September the following year.



Synergy Mapping as at 16 July 2024

1 Jensen St, Wongan Hills comprises a total area of 2.035ha. In September 2018 a development application was approved for two (2) 1,000 tonne silos. The proposed new silos will be adjacent to the existing two (2).

Lot 8 currently has no infrastructure erected.



*Bushfire Prone Map as at 16<sup>th</sup> July 2024*

#### **COMMENT:**

1 Jensen St is classified 'Light Industry' zone in the Shire of Wongan-Ballidu Local Planning Scheme No.5 (LPS5).

The zone objectives for the development and use of any land classified as 'Light Industry' zone are as follows:

- To provide for a range of industrial uses and service industry generally compatible with urban areas, that cannot be located in commercial zones.
- To ensure that where any development adjoins zoned or developed residential properties, the development is suitably set back, screened or otherwise treated so as not to detract from the residential amenity.
- To preclude the storage of bulky and unsightly goods where they may be in public view.

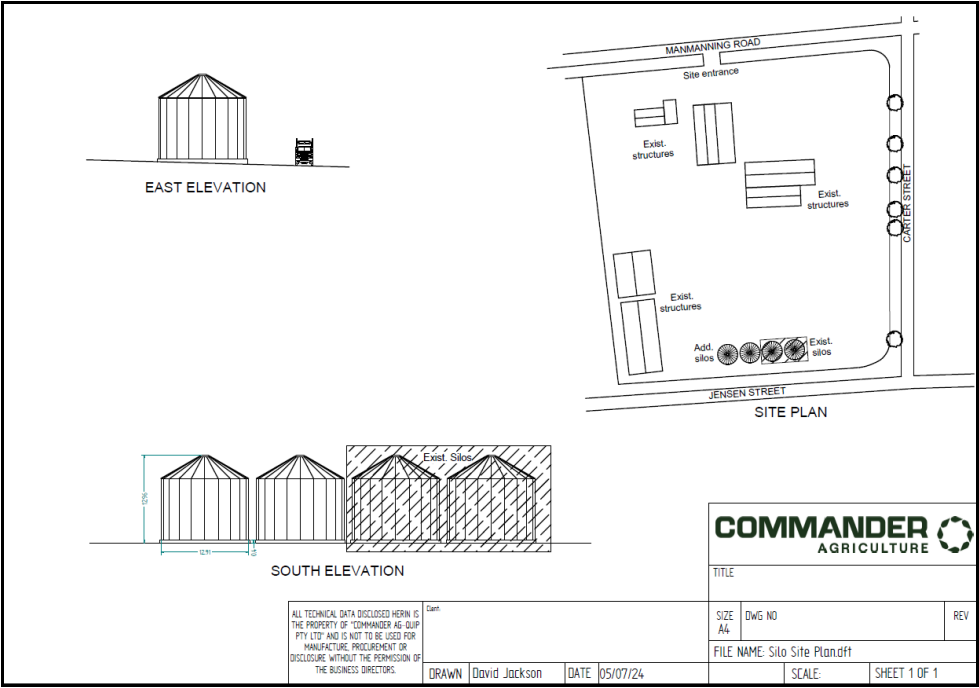
Under the terms of the Zoning Table in LPS5 the development of a warehouse/storage is listed as being a permitted (ie 'P') use on any land classified 'Light Industry' zone provided it complies with all the relevant development standards and requirements. Despite the permissibility of the proposed development at 1 Jensen St, Wongan Hills, Council's development approval is required.

Access to the site will continue through the existing gateway on Manmanning Road.

The hours of operation are generally daylight hours with the busiest time during November – December which can be up to 10 loads per day delivering grain. Out loading from site is usually from January to September and usually would be one to two load per day.

The application has been assessed with due regard for the specific objectives and standards of the Shire’s local planning framework including LPS5 and all relevant local planning policies, the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The development application has been assessed in consultation with the above documents and is subject to compliance with a number of conditions. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds in accordance with the information and plans submitted in support of the proposal and the relevant standards and requirements of the Shire’s local planning framework.



**POLICY REQUIREMENTS:**

There are no known Policy requirements associated with this item.

**LEGISLATIVE REQUIREMENTS:**

Shire of Wongan-Ballidu Local Planning Scheme No. 5  
Planning and Development Regulations 2009



## STRATEGIC IMPLICATIONS:

There are no known Strategic implications associated with this item.

## SUSTAINABILITY IMPLICATIONS:

### ➤ **Environment**

There are no known environmental implications associated with this proposal.

### ➤ **Strategic**

There are no known strategic implications associated with this proposal.

### ➤ **Economic**

There are no known economic implications associated with this proposal.

### ➤ **Social**

There are no know social value implications associated with this proposal.

## FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item. All costs associated with the proposed development are the responsibility of and will be met by the current landowners.

## VOTING REQUIREMENTS:

**ABSOLUTE MAJORITY REQUIRED:** No

## OFFICER RECOMMENDATION:

That Council: Approve the Development Application to install and construct two (2) 1,000 tonne grain storage silos at 1 Jensen St, Wongan Hills subject to the following conditions and advice notes:

Conditions:

1. Heavy vehicle entry and exit is from Manmanning Road Wongan Hills;
2. The loading and unloading of goods to and from the premises shall be carried on entirely within the site at all times and shall be undertaken in a manner so as to cause minimum interference with other vehicular traffic.
3. The proposed development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period, the approval will lapse and be of no further effect. Where an approval has lapsed no development shall be carried out without the further approval of the Shire of Wongan Ballidu having first been sought and obtained.
4. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
5. All stormwater drainage generated by the proposed dwelling shall be contained and managed on site to the specifications and satisfaction of the Shire's Chief Executive Officer.

Advice Notes:

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Wongan Ballidu under its Local Planning Scheme No. 5. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner to obtain any other necessary.

## 9.5 COMMUNITY SERVICES

Nil



**Item 10. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**Item 11. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**

**Item 12. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

**Item 13. CLOSURE**