



AGENDA

Ordinary Council Meeting

To be held in Council Chambers, Wolfram Street Westonia
Thursday 20th April 2023
Commencing 3.30pm

Dear Councillors,

The next Ordinary Meeting of the Council of the Shire of Westonia will be held on Thursday 16th March 2023 the Council Chambers, Wolfram Street, Westonia.

Lunch 1:00pm

Discussion Period – 1.30pm – 2.20 pm

Audit Meeting - 2.20pm – 3.00pm

Afternoon Tea – 3.00 pm –3.30 pm

Council Meeting – 3.30 pm

BILL PRICE
CHIEF EXECUTIVE OFFICER
18 April 2023



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The Shire of Westonia warns that anyone who has any application lodged with the Shire of Westonia must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Westonia in respect of the application.



SHIRE OF WESTONIA
A vibrant community lifestyle

STRATEGIC COMMUNITY

SNAPSHOT

PLAN

2018-2028

CORE DRIVERS

1. Relationships that bring us tangible benefits (to the Shire and our community)
2. Our lifestyle and strong sense of community.
3. We are prepared for opportunities and we are innovative to ensure our relevancy and destiny.

OUR VALUES

Respect – We value people and places and the contribution they make to the Shire.

Inclusiveness – Be receptive, proactive, and responsive.

Fairness and Equity – Provide services for a variety of ages and needs.

Communication – Create opportunities for consultation with the broad community.

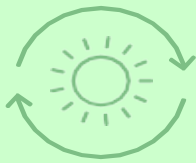
OUR VISION

A vibrant community lifestyle

MISSION

Provide leadership and direction for the community.

ECONOMIC



Support growth and progress, locally and regionally...

Efficient transport connectivity in and around our Shire.

- Continue to utilise our Road Management Plan, which incorporates a road hierarchy, minimum service levels and maintenance policy.
- RAV Ratings and Shire boundaries are consistent across local government boundaries.
- Lobby and build enduring partnerships with key Government Departments to improve Great Eastern Hwy.
- Actively participate in the Secondary Freight Network group.
- Develop and implement a Road Asset Plan highlighting key funder and strategic partnerships to support sustainability.
- Develop a Gravel Reserve Policy which identifies future gravel reserves and recognises cost to local government.
- Educate road users about road safety and driving on gravel roads.
- Optimal and safe use of our plants and equipment assets.
- Ensure that appropriate RAV vehicles traverse correct RAV routes.
- Maintain our airport with a view to improvements to meet commercial and recreational aviation needs.

Facilitate local business retention and growth.

- Council recognises the opportunity of partnering with Westonia Progress Association, works closely and supports them to help achieve their economic development projects and our strategic goals.
- Council continue to have a role in facilitating the presence of a Co-op in our community.
- Enhance local economic activity by supporting the growth of tourism in our Shire and region including applying for funding to improve tourist facilities.
- Improve our online tourism presence.
- We forward plan to improve the economic diversity in our community.
- In partnership with Council, the mine develops long term business plans for current mine assets.
- Investigate options for multipurpose accommodation if vacancies arise in mine accommodation.

SOCIAL



Provide community facilities and promote social Interaction...

Plan for community growth and changing demographics.

- Develop the Town Planning Scheme.
- Plan and develop residential and industrial land.
- Community safety and ease of access around town is a priority.
- Our lifestyle, facilities and sense of community is promoted.
- The CEACA project continues to expand the number of universally designed dwellings in our town.
- We support our emergency services.
- We enable visiting health professionals to our community.
- The Community Resource Centre receives external funding to provide preventative health and community development initiatives to the community.
- We facilitate healthy and active ageing in place
- Our cemetery is well presented.

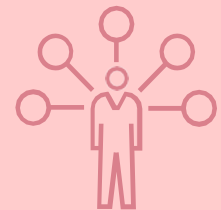
Our community has the opportunity to be active, socialised and connected.

- We collaborate and encourage active engagement in local clubs and community initiatives that support a healthy lifestyle.
- Investigate motor sport opportunities around the Shire.
- Preserve and celebrate our local history.
- Support our volunteers and clubs to remain strong, dynamic, and inclusive.
- Encourage lifelong learning.
- Children and youth have active and social opportunities.
- Continue to provide high standard and accessible shire facilities.
- Retain and expand Westonia's unique tourism experience.

Natural spaces are preserved and bring us value.

- Sustainably manage our reserves and open spaces.
- Participate in best practice waste management.
- Work collaboratively to meet legislative compliance with managing weeds and pests as well as our environmental health standards.
- Investigate renewable energy generation technologies.

GOVERNANCE



Continually enhance the Shire's organisational capacity to service the needs of a growing community...

Be progressive and capture opportunities.

- Be open to local productivity/ best practice and cost saving opportunities locally and regionally.
- Investigate joint resourcing and tendering
- Advocate and develop strong partnerships to benefit our community.
- Be prepared by forward planning our resources and focusing on continuous improvement.
- Identify risks and opportunities after the life of the mine.

The community receives services in a timely manner.

- Meet our legislative and compliance requirements.
- Work towards optimal management of our assets.
- Work to develop Councillor and staff skills and experience to provide career and succession opportunities within the Shire.
- Inside and outside staff are multi skilled to understand the business of local government and provide a seamless service to the community.
- Communicate and engage with our community regularly.

Financial resources meet the ongoing needs of the community.

- Seek external funding for significant capital improvements that deliver upon our strategic objectives.
- Investigate ways to reduce reliance on operational grants given the current State and Federal Government priorities.

Shire of Westonia: -
A vibrant community lifestyle.



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1. DECLARATION OF OPENING

The President, Cr Crees welcomed Councillors and staff and declared the meeting open at 3.30pm.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillors:

Cr RM Crees	<i>Shire President</i>
Cr RA Della Bosca	<i>Deputy Shire President</i>
Cr WJ Huxtable	
CR RS Corsini	
Cr KM Day	
Cr DL Geier	

Staff:

Mr.AW Price	<i>Chief Executive Officer</i>
Mrs JL Geier	<i>Deputy Chief Executive Officer</i>

Members of the Public:

Apologies:

Approved Leave of Absence:

3. PUBLIC QUESTION TIME (3.35PM – 3.50PM)

NIL

4. APPLICATIONS FOR LEAVE OF ABSENCE

NIL

5. CONFIRMATION OF PREVIOUS MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Ordinary Meeting of Council held on 16th March 2023 be confirmed as a true and correct record.

6. RECEIVAL OF MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the CEACA Management Committee meeting held on the 27th February 2023 at the Merredin Regional community and leisure recreation centre be accepted.

That the minutes of the DEFES District operations Advisory Committee meeting held on the 13th March 2023 be accepted.

7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

President, Cr Crees advised having attended the following meetings:

Deputy President, Cr Della Bosca advised having attended the following meetings:

Councillor Day advised having attended the following meetings:

Councillor Geier advised having attended the following meetings:

MINUTES OF THE CENTRAL EAST ACCOMMODATION & CARE ALLIANCE INC MANAGEMENT COMMITTEE MEETING HELD ON MONDAY, 27TH FEBRUARY 2023 AT 10.30AM AT THE MERREDIN REGIONAL COMMUNITY & LEISURE CENTRE

1. MEETING OPENING

The Chairperson opened the meeting at 10.30am, welcomed Di Davies (Observer), Ben McKay (CEO, Shire of Mt Marshall) who was attending a CEACA meeting for the first time.

2. MEETING MATTERS

2.1 Record of Attendance and Apologies

Present

Terry Waldron (Chairperson), Richard Marshall (CEACA Executive Officer), Jo Trachy (CEACA Operations Manager & Minute Secretary), Darren Mollenoyux (Shire of Bruce Rock), Stephen Strange (Shire of Bruce Rock), Rod Forsyth (Shire of Kellerberrin), Ben McKay (Shire of Mt Marshall), Tony Sachse (Shire of Mt Marshall), Mark McKenzie (Shire of Merredin), Gary Shadbolt (Shire of Mukinbudin), Bill Price (Shire of Westonia), Quentin Davies (Shire of Wyalkatchem), Nic Warren (Shire of Southern Cross), Wayne Della Bosca (Shire of Southern Cross), Di Davies (Observer)

Apologies

Raymond Griffiths (Shire of Kellerberrin), Lisa Clack (Shire of Merredin), Dirk Sellenger (Shire of Mukinbudin), Louis Geier (Shire of Westonia), Peter Klein (Shire of Wyalkatchem)

2.2 Declaration of Quorum

The Chairperson advised that the quorum for the meeting was met.

2.3 Conflicts of Interest

There were no conflicts of interest.

2.4 Previous Minutes

RESOLUTION

It was resolved that the Minutes of the Management Committee meeting held on the 9th of November 2022 be accepted as a true and accurate record of proceedings.

CARRIED

2.5 Matters Arising

The matters noted will be covered in the reports tabled in this meeting.

3. MATTERS FOR DECISION

3.1 Proposed Letters of Intent

The Executive Officer commented as follows:

- The letters have been drafted for shires who may want to join CEACA.
- Associate Members will not have voting rights and must commit to a 3-year term at \$5k pa.
- General Members have voting rights and must commit to a 3-year term at \$15k pa.
- Associate Members, upon confirmation of funding for Additional Units are obliged to upgrade to full membership.
- If any funding applications are successful, appropriate land will be gifted to CEACA and will be exempt from payment of shire rates.
- If a Member terminates their membership prior to the 3-year period, they will be liable for payment of fees for the remaining term of the agreement.
- Minimum membership commitment is 3 years from 1st July 2023.

General discussion followed and the main points were:

- Consideration be given in relation to shires who are joining with existing units or without.
- Consideration to be given to how the fees will be charged if a shire joins CEACA after 1 July 2023 (eg. mid way through 2024).

Action Items

1. Letter to be provided to the shires who cancelled their CEACA membership in 2022 following discussions.
2. CEACA to determine how they will manage membership if a shire joins part way through a financial year. Possibly a pro-rata fee or 50% of the annual fee if for less than six months.
3. The second point of the terms of membership should be changed to read *“Annual Membership Levy of \$15,000 per annum, or as otherwise determined by the Management Committee”*.

RESOLUTION

It was resolved to accept the two draft letters of intent on the understanding that the wording in relation to fees and membership terms will be altered as agreed prior to distribution.

CARRIED

3.2 CEACA LOGO

The Chairperson advised that the current wording under the CEACA logo *“Supporting Age Friendly Communities”* may need to be changed. A recent meeting with Hon. John Carey to discuss possible future funding opportunities highlighted the fact that a focus on ‘aged’ is less likely to attract government funding. The use of ‘aged’ is also restrictive, as we do accept applications from all ages. Discussion ensued and ideas for new wording provided by Members.

RESOLUTION

It was resolved that *“Supporting Age Friendly Communities”* would be replaced with *“Supporting Wheatbelt Communities”* and the logo will remain the same.

CARRIED

ACTION ITEM

Operations Manager to ensure that the changes are made to the CEACA logo and all relevant documentation and website are updated.

4. MATTERS FOR DISCUSSION

4.1 Funding for Additional ILU's

The Chairman spoke to *Attachment 5 – Funding for Additional ILU's* draft report and added the following comments:

- The draft report was put together to capture vital information relating to CEACA's current assets and operations. Although this report in its current format is not intended to be presented to the Government, it will be utilised as a starting point for a formal application for funding.
- The draft has been sent to Heidi Cowcher (proposed consultant) for review and feedback.
- CEACA met with Hon. John Carey and he has indicated that they are looking at funding for ILU's and worker's accommodation.
- CEACA have confirmed a meeting with Hon. Don Punch, Minister for Regional Development.
- The details of available government funding are not clear at this point. CEACA have been advised that in relation to workers accommodation, the Government will be expecting investment from local businesses.
- The idea is to send them an initial funding application in the hope that they will review it and come back to CEACA with more questions and therefore start the process rather than waiting for the Government to approach CEACA.
- CEACA will initially be applying for funding for additional ILU's and will then consider a separate application for workers accommodation. They are very different projects and it may not be possible to submit funding for both in one application. We will be applying for 2-bedroom ILU's.

General discussion ensued.

ACTION ITEM

CEACA Management team to meet with Government representatives and finalise a funding application for the Executive Committee and Management Committee's approval prior to submission.

4.2 Management of Bruce Rock Shire Owned Units

Note: Attachment 6 was retracted prior to the meeting.

The Executive Officer advised as follows:

- CEACA Management met with the Shire of Bruce Rock in November 2022 to discuss the management of Bruce Rock retirement units, currently being managed by volunteers.
- The options for future management of these units and impact on CEACA and its current operations are being investigated.
- CEACA and Elders are considering the terms on which they could assist with property management and the impact that may have on CEACA's staff.

Discussion ensued.

ACTION ITEM

CEACA to finalise its proposal and provide an update to the Executive Committee and Management Committee prior to proceeding any further.

4.3 Proposed Changes to CEACA Constitution

Following discussions at previous Management Committee meetings, proposed changes to the Constitution were tabled and discussed (Attachment 7). The proposed changes are for discussion purposes only and for review with shire councils. The changes will need to be approved by members, either after a Management Committee meeting or at the AGM.

Discussion ensued and the following items were highlighted:

1. Consider incorporating a “revolving” three-year term and taking out or re-wording commencement date for membership term.
2. Consider taking out reference to the \$15,000 annual fee as this may change over time and it means the Constitution will have to be changed again when the figure is updated.
3. If the figure is not taken out, then consider adding “or as determined by the Management Committee”.
4. Members were happy with the wording in Items 5.3, 19.1, 11.5 and 11.6.

RESOLUTION

It was resolved to seek legal advice in relation to proposed amendments to the Constitution. The proposed changes will be brought back to the May Management Committee meeting.

4.4 Executive Officer Report

The Executive Officer added the following comments to the report tabled (Attachment 8):

Finance

- The Income & Expenditure account surplus for the first 6 months was \$126k against a budget of \$52k. This is mainly due to very high occupancy rates and the increase in rents coming into effect.
- Most expense categories are under budget.
- The biggest expense variance is repairs and maintenance. Defects come under project funding.
- Governance is slightly better than budget.
- Full year budget net profit of \$62k should be exceeded.
- Some expenses are for the full year eg. insurance.
- Funds are being set aside for future refurbishment (current balance of \$200k).

RESOLUTION

It was resolved by the Management Committee Members to accept the financials tabled.

CARRIED

Elders Real Estate Property Management

Elders has appointed a Property Management Specialist, Jasmine Adams, to review and manage the WA operations. Jasmine is considering making the Merredin office a hub for Property Management so that the staff are nearer to the properties. The only reservation that the Executive Officer is moving the accounting to a new team in Merredin may result in some issues. Jasmine is currently recruiting staff for the Merredin office.

Elders are performing well apart from an issue with implementation of the correct rental figures for some properties. This has been addressed by Jasmine and the team and we do not expect any further issues.

Care Services

Catholic Homes have advised that they are not taking on any additional aged care clients for the foreseeable future. They are struggling with staffing issues and can only manage current clients. They have elected not to attend the CEACA information session in March 2023 as they do not want to generate more business and do not have the staff to attend, however, they are open to working with CEACA if their current situation improves.

CEACA will keep working with Right-At-Home, Avivo and any other providers who may be able to service the needs of the community in future. CEACA will also work with Catholic Homes or Baptistcare in future should their circumstances improve.

4.5 Operations Manager Report

The Operations Manager added the following comment to the report tabled (Attachment 9):

- Occupancy is at 100% and there are no current signs of any tenants vacating.
- Enquiry received for workers accommodation from businesses in Bruce Rock, Koorda and Wyalkatchem.
- A new system of tracking work orders has been implemented to ensure management of works is seamless. It is becoming increasingly difficult to find contractors and manage their time for multiple jobs and this system has made it a lot easier to manage.
- With regards to maintenance, we have 40 current work orders progressing and defect rectification round 3 has commenced. This round consists of low priority items. All issues with blinds have been rectified and flooring will commence shortly.
- Annual checks of downpipes, gutters, air-conditioners, sewer pumps etc has resulted in a drastic reduction in complaints and issues.
- The new CEACA website is now live, includes an online application and is much easier to update. Facebook will now be updated to fall into line with this new site.
- Home Care service provision enquiries from tenants have reduced. We do, however, receive regular questions in relation to managing NDIS and mobility aids. CEACA investigated the option of becoming a CHSP provider and being paid to give advice and referrals, however it was found that it is not viable due to the volume of enquiries.
- Information Session to be held in Wyalkatchem on the 23 March 2023 is booked and speakers locked in. Posters have been sent to all CEACA member shires and have been included in local newsletters. The speakers will be Right at Home, Therapy Focus and WACHS.
- Currently investigating benefits of CEACA becoming a registered community housing provider or applying for funding directly from the Department of Housing. Any information will be included in future reports to the Management Committee.

ACTION ITEM

Operations Manager to liaise with the Member for Kellerberrin regarding possible damage from trees.

5. STRATEGY

The purpose of this paper was to revisit CEACA's 6 strategic objectives, Vision (Constitution), Objectives and Purpose (Constitution), logo and legal structure. Note: The Members discussed and agreed to the changes to the wording below the logo earlier in the meeting. The Executive Officer spoke to Attachment 10 and made the following comments:

Strategic Objectives

- There is heavy use of the word 'investigate' in our six strategic objectives and now that we have or are actively pursuing one or more of them, then this could be changed to 'pursue' and 'implement'. Some of the wording needs to be progressed to where we are now and where we want to be. There is also the possibility of reducing the objectives from six to four.
- Do not reduce the number of key objectives.
- Item 4 – Change to *"Investigate the availability of government and other funding..."*
- Item 6 – Change to *"Engage with other Wheatbelt shires on the benefits of becoming a CEACA member"*.

Vision (Constitution)

- Replace the word 'ageing' with 'current and future'.

Objectives & Purpose (Constitution)

- Delete 'aged' and replace it with 'seniors' or similar, bearing in mind the charitable status of CEACA.
- Possibility of items (a) and (c) being amalgamated.

ACTION ITEM

The Executive Officer is to review all items listed above and table at the next Management Committee meeting for approval. It is vital that any proposed changes to the Constitution do not impact on the charitable status of CEACA.

Legal Structure

The Executive Officer advised that CEACA is an incorporated association, which is typically for small organisations and when they become larger, it is normal to become a company governed by ASIC. The Executive Officer advised the Committee that this is something that CEACA may need to consider in future. It may also be a possibility for CEACA to set up a regional subsidiary, depending on the requirements for government funding. It was agreed that no action is required at this stage in relation to the legal structure.

Workers Accommodation

The Chairperson advised that the management team are pursuing the option of workers accommodation and the Minister indicated a willingness to support an application on the understanding that there would be investment from local businesses. Further investigation is required into the options and possible impact on CEACA’s charitable status if we are to be successful in obtaining funding.

ACTION ITEM

Investigate options and impact on CEACA’s current charitable status and future funding opportunities if they were to pursue workers accommodation. This may include legal advice.

6. MEETING CLOSURE

There being no items of general business, the Chairperson declared the meeting closed at 12.40pm

DECLARATION

These Minutes were confirmed by the Central East Accommodation & Care Alliance Inc at the Management Committee Meeting held on _____.

Signed _____

Person presiding at the meeting at which these minutes were confirmed.

DISTRICT OPERATIONS ADVISORY COMMITTEE

GREAT EASTERN MINUTES **DRAFT**

Monday 13th March 2023

The meeting opened at 9.35hrs by Chairperson – John Flockart

John acknowledged the traditional owners of the land, welcomed DFES staff, presenters, Local Government representatives, Chiefs, Deputies and volunteers.

1 RECORD OF ATTENDANCE

NAME	SHIRE
John Flockart	Merredin
Phil Hay	DFES
Jenny Blanchett	DFES
Damien Pumphrey	DFES
Siobhan Bishop	DFES
Gavin Eva	DFES
Jeremy Willis	DFES
Andrae Moore	DFES
Ben Davies	CESM
Simon Tighe	Kellerberrin
Alan O'Toole	Bruce Rock
Tony Crooks	Bruce Rock
Sheree Low	Merredin
Stephen Crook	Merredin
Lorraine Webster	Bushfire Org
Andrew Sprigg	Mukinbudin
Damien Tomas	Mt Marshall CBFCO
Murray Dixon	Narembeen
Paul Cosson	Nungarin
Kelly Watts	Yilgarn
Ron Burro	Yilgarn
Leanne Parola	Trayning
Peter Barnes	Trayning

APOLOGIES

NAME	SHIRE
Leonard Long	Nungarin
Bill Price	Westonia
Graeme Keals	DBCA
Paul Sheedy	Narembeen
Dirk Sellenger	Mukinbuddin
Jordon Bairstow	Mt Marshall
Dave Gossage	BF Association

DISTRICT OPERATIONS ADVISORY COMMITTEE

2 Confirmation of previous minutes

That the minutes of the meeting held on Monday the 5th September 2022 be confirmed as a true and accurate record.

Moved: Murray Dixon
Seconded: Ron Burro
All approved

3 Business Arising

NIL

4 Action List

Action	ACTION ITEM	BY WHOM / WHEN
1	<p>-Contact Ron Burro to get Historical Weather readings. -Contact BOM about the FDR readings. Ref 7.2</p> <p>After consultation with Gavin Stevens from DFES the trigger threshold it was agreed the equal figure was 40 and is close to 32 in the old format – Gavin Eva discussed the reasoning behind this. Harvest Ban Calculator App – Reception is an issue with it. Phil Hay to go through this after meeting. John Flockart stated the previous DOAC it was agreed to change to 37.</p>	<p>Phil Hay 13/9/21 - Carry Forward</p> <p>COMPLETED</p>
2	<p>Miners Settlement and Mt Hamptons Appliances are getting beyond it now – Still waiting for word on new ones. Ref 10 – Shire of Yilgarn</p>	<p>Antony Sadler 14/3/2022 – Still waiting.</p> <p>COMPLETED</p>

Action Item 1

Ron Burro after consultation with Gavin Stevens Dfes the trigger threshold was deemed equal to 40 based on the Harvest Ban Calculator App. John Flockart stated the previous DOAC it was agreed the figure should be 37. Discussions evolved and decided to refer to general business. Phil Hay mentioned that the LG set the individual parameters and to go back and discuss the DOAC recommendation.

Action Item 2

Appliance is to be delivered next 3-4 weeks. It was decided to take this off the Action list.

5 Correspondence

DISTRICT OPERATIONS ADVISORY COMMITTEE

John Flockart contacted Damien supporting the consensus at last DOAC for forward planning of Air Support as required. It was noted that any LG who would like to can send a letter of support to DFES for this to continue and support it for next season.

6 Matters arising from Correspondence

Nil

7 Submitted Agenda Items

- a. **7.1** Increase of Harvest Ban penalty and change to wording from Harvest Movement to Machinery Movement – **Damian Tomas** – Shire of Mt Marshall
Harvest is too restrictive, and people still use different machinery. Change the wording to Harvest and Machinery Movement ban. More fires due to crunchers and spreaders than harvesters. Discussions regarding what you can use during a TFB.

Phill Hay - You can still work as its necessary agriculture practice to get your crop in. You are required to have your firefighting unit in your paddock. Should the Chiefs decide if they deem it's a risk, they can stop the work practice. You must manage that risk in your area.

Damien Pumphrey – If you all in consensus now is the time to write to as the DOAC to the CES Act review team you should get together to make the change to it's a simple change to make.

John Flockart – Noted that some of the message's SMS the wording has become very lax and needs to be written in the correct format to stop people getting the wrong message or the message being open to interpretation.

Damien Pumphrey - Change to a more recognisable name the content of the ACT describes the actual items you can't do. Make it recognisable.

Murray Dixon stated that he would be the one to write that letter and discuss with others to get the wording correct.

New wording changes - Harvest Vehicle Movement Ban to be changed to Machinery & Movement Ban

Moved: DamianTomas – Shire of Mt Marshall

Seconded: Andrew Sprigg – Shire of Mukinbudin

John Flockart asked what the QTY of water in machines in a paddock.

Ron Burro – Shire of Yilgarn want to ban trailers as a farmer had three harvesters and one water trailer, but no work vehicle hooked up to trailer. Item has gone to council still waiting to hear back.

Damian Tighe – Shire of Mt Marshall is banning all trailers over a 3-year plan.

DISTRICT OPERATIONS ADVISORY COMMITTEE

When boggy trailers were getting stuck, and people were standing on draw bars and it's an OHS problem.

Discussions were made to make an agenda item for the next meeting to discuss the banning of trailers in paddocks. Locate suggestion from DOAC minutes regarding recommendation as to the requirements to use in the paddock.

From 13 September 2021 Minutes from Action item 5 "Take recommendation to the Local Government for Consideration. The Great Eastern DOAC recommends to all shires, that all chaser bins are fitted with a minimum 300L firefighting unit as soon as practical and 600L capacity equivalent on static firefighting units, 30m of hose and a UHF Handheld radio per harvester be standard."

Aaron Sprigg - Shire of Mukinbudin questioned what happens to the older trucks that DFES dispose of as many farmers could use these. It was noted from Phil Hay due to State Government Procurement and financial policy they won't allow this as we have tried, the Commissioner has tried as have the other DOAC and the Department of Treasury have not agreed. They must go to public auction.

- b. 7.1** regarding the penalty issue the consensus was that the figure is too low as farmers will rather pay the fine than stop working. Murray Dixon bought this up at BOC meeting, and it is very hard to change this due to the Act so advised to call the police. If it's with the Police, they may stop then. Discussions evolved as to increasing the figure to say from \$5000.00 to \$150,000 and possibly on a means testing.

Phil Hay suggested to try getting the legislation to change is probably the best way as money talks and it's the right time to be doing this. Discussed the 2010 Badgingarra fire started by a harvester during a HVMB. Process following 2011 meeting PGA, Farmers Federation, DFES legal, Department Premier & Cabinet it was proposed to change the fine from \$250.00 to \$15000.00

Damien Pumphrey – Keen to have a chat after the meeting to see if there is something we can do outside the Legislation on a Regional perspective with the conglomerate, and the larger property owners is an issue further out we go. Seek CBH and other partners to see what we can do.

Gavin Eva – Mentioned it was bought up at the Mid-Western DOAC last week same sort of issues across numerous local governments and the fine does not have much deterrent of the industry. Discussed putting an argument across as a DOAC along with other DOACs to make it a more significant deterrent.

John Flockart mentioned to some larger conglomerates what happens if you start a fire? The answer was sending the workers back to sit in office and wait as they have no training to fight the fire. It appears to be getting worse and becomes a competition.

Phil Hay - Go back to all your Chiefs, FCO & CEO and raise as an agenda item for the next meeting should you have the support.

John Flockart – Please think about what potentially can work and if Damien Pumphrey could guide the DOAC on what we can do.

DISTRICT OPERATIONS ADVISORY COMMITTEE

Murray Dixon - Updating the ACT it would we need a localised idea of what the ACT says we can then see what we can write up under consultation. Hoping for it to happen by the end of the year. If anyone could help with the letter or information to be placed in the letter feel free to come forward. I am unable to bring anything back to you as to what happens at the BOC but I can work on that further.

Damien Pumphrey - Penalties for conglomerate farmers in breach of BF Act and HVMB. How do we enforce on larger entities? As a region how do we engage CBH/WAPF/RFD and other partners in this issue. Role of corporations and conglomerates in firefighting and provision of resources. Don't prescribe the answer but put it forward as an issue.

John Flockart – Propose Murray Dixon to take the two issues to BOC noting he can't report back but can put the ideas forward. Agenda the items to bring up next meetings. Instruction to raise the issue of noncompliance with HVMB and the wording thereof and the penalties associated with noncompliance with directives of HVMB.

Phil Hay – Discussions over the TFB Phil suggested to split your shires into districts to make it easier and talk to all the other CBFCA when you put a ban on as they may come and help you to. This is something you can take to a BFAC meeting to discuss further to create a fire weather district. Agenda this item for the next meeting.

8 Rural Fire Division Report – Gavin Eva

- a. Please see appendix 1
- b. Gavin Eva to send through the BCoE Training update see appendix 1a
- c. Phil went through the total of TFB See Appendix 1b
- d. Questions? Nil

9 Association Volunteer Bush Fire Brigades – Lorraine Webster

- a. Please see Appendix 2
- b. Questions? PPE and ESL some local governments are not going through Dfes to get the PPE. Not sure where they are getting them from.
- c. Damien Pumphrey stated from the Commissioner if there is an issue with PPE funding see me or AO/DO if you are not getting them, they will sort them from the ESL. It is not an issue. The local government will get the funds back from Dfes.
- d. Discussions about wearing the same PPE when on deployment or out for a few days they are allowed to have a second set of PPE. Washing instructions are to be sent from Phil Hay but advised to use soap free detergent. Wash PPE every time after use. Use washing machine at the stations.
- e. Washing machine is funded through the LG under the LGGS local funding grant for under \$2000.

10 DBCA Reports – Laurent Marcel

- a. Please see Appendix 3, 4
- b. Questions? Nil

DISTRICT OPERATIONS ADVISORY COMMITTEE

5-minute break

11 Local Government Reports

a. Shire of Kellerberrin – Simon Tighe

- Very few fires and sent trucks to neighbours.
- New shed is mostly complete now looking to fit out inside.
- Held training day BF awareness course well attended.
- Local issue is local events, and they seem to have worked out ways to get around the TFB.

b. Shire of Bruce Rock – Tony Bruce

- 14 fires average size to very small.
- Dry lightning & machinery fires.
- New truck is going well.
- Discussed AFDRS review.
- Changed Prohibited burning times. Restricted until 31 March 2023.

c. Shire of Merredin – Sheree Lowe

- Standard fire season exception of 20 Feb due to lightning strike.
- Writing new fire policy and procedures this year and to give staff protection.
- Looking forward to more training this year.

d. Shire of Mukinbudin – Andrew Sprigg

- We have had 6 trucks deployed this season and we have been helping with the boundaries I am north of the Shire and Damian is South.
- Mainly dry lightning we had 1 vehicle fire and still waiting for our new rescue truck.

e. Shire of Mt Marshall – Damian Tomas

- Unable to say how many fires we have been to, but we clocked up 240 hrs in fires, training and helping Mukinbudin and Koorda normal people off on deployment and we have all had enough of the fire season this year.
- Purchased new signs for the fire ground so people know there is a fire, and it has the channel number on it as comms is a big problem.
- Now in restricted and 1 person getting letter from the Shire today that if they don't obey the rules, they will not get any further permits to burn or will get infringements. Last Friday they lit up and it went into the bush and one went away for the weekend and one went to bowls. Restricting the max ground of 400 hectares at a time or on a flat burn 300 hectares as we don't have huge numbers.
- Why the fire units have a 2.5-inch cam lock fitting as you go to the hardware for replacements, and they only have the standard sizes of 3 or 5 inch. They are too hard to find and not vertical so we must have a longer fitting to either expand or reduce the size. Having multiple adapters and then it sucks air, and the pumps don't work correctly.
- Get the adapters from Frontline and they will send them.
- Action item Phil Hay speaks to fleet wanting a standard of 3-inch fittings and adapters to go with them.

f. Shire of Narembeen – Murray Dixon

- Quiet season, lightning strikes.

DISTRICT OPERATIONS ADVISORY COMMITTEE

- Operationally waiting on a 4.4 to go out to Mount Walker next month.
- g. Shire of Nungarin – Paul Cosson**
 - Busy fire season ignitions in Trayning and Mukinbudin.
- h. Shire of Trayning – Peter Barnes**
 - 2 dry lightning strikes and we had the north Kununoppin fire got way. Went to other fires.
 - New fire shed opens this month.
- i. Shire of Yilgarn – Ron Burro**
 - Highest fuel loads but a mild summer and late harvest.
 - Busy harvest due to dry lightning. 4 x vehicles being 2 x harvester and 2 x vehicle fires, 10 lightning strikes of which 5 were on one day.
 - Assisted Westonia at Mt Korabbin.
 - Arsonist who has been caught and no fires since.
 - Fire break compliancy within the Shire has improved. Visits by myself and letters from CEO to corporates and they are realising they must be maintained.
 - Questioned about the fine if they don't do this, reply was "don't mention it to anyone as I would pay that from my back pocket" This is what they think of the fines.
 - Trailed new weather App and very happy. No reception and no App.
 - PPE wearing is slowly improving.
 - Merredin had fire on Dellar road when called the shire and did not get a good response on this. Clarity was the possible the reason. Will discuss with the staff member.
 - Extended prohibited burning time until the end of March. All depends on the wind speed.
- j. Shire of Tammin – Ben Davies**
 - Tamin has had 3 fires Thanks to Kellerberrin, rely heavily on the other shires.
 - Preform task force was a great help and the Heli tax were great. Some had never seen them before.
 - We are having a BFAC we are doing a run through on comms and what to look out for.
- k. DFES – DO Avon Phil Hay**
 - See Appendix 5
- l. Superintendent Damien Pumphrey**
 - See Appendix 6
- m. DFES – AO Central Wheatbelt – Jeremy Willis**
 - Not much to report except Cunderdin BFAC have some issues.

12 BOC Update – Murray Dixon

- 3/22 meeting discussion of Standard water supply fittings.
- Ben Floza discussed the 4.4 Broad acre truck not fit for purpose. 4 x 4 Training required.
- Telstra towers and generators @ a trial in Dongara – Recommendation of the Woorooloo Fire
- LG Insurance from Walga are Volunteers still covered – Spontaneous. Not covered and not a volunteer or FCO and are one of the first people to attend a fire.
- Woorooloo fires after action review update 900 observations and submissions
- Bushfire volunteer protection website.
- Western Power is having a lot more poll top fires
- Telephone warning system for the season

DISTRICT OPERATIONS ADVISORY COMMITTEE

- Low numbers in the DOAC
- Indigenous training in southwest and cultural burns.
- Large air tanker is operating out of Busselton
- Grain harvest strategy will be operating for 7 weeks.
- Chief Bushfire Forum Mid July to be held at the bushfire centre of excellence
- Need leadership and motivated speakers are required for this

Topics –

- Future of BFB under LG and management of expectations
- Chief bushfire control training
- BFAC Development and how to get the most from meetings
- Remote Indigenous in heritage areas
- CAULD communities
- BFCoE program
- Emergency Bushfire Management
- Volunteer hub
- Fire behaviour
- Arora
- Grant funding
- Using LGGs
- Lessons Learnt
- Lottery west
- Major incident review
- Previous incidents

Any further input would be welcome

13 General Business

Phil Hay – AFDRS viewer

- Training is advised as you won't get access. <https://www.afac.com.au/initiative/afdrs>
- You can upload your own data and change what you are seeing and upload photo WITH LAT AND LONG on. Only needs to be done about 3-4 times a year. This will give a more accurate detail. Phil will validate. 3 farmers from each LG. Will have live fuel data. We are happy to come and train you.
- Carbon offsets showed maps of carbon sites.

Andrew Sprigg – Campfires

- Received email about campfires and if campers can along the Wheatbelt Way. Not until after 31/3/2023.

John Flockart – Discussion on fire tanks, mapping fittings and having standardised fittings.

- Training required for Ground controllers Machinery Supervision.
- Some shires don't have Waern radios. Discussed they are out of stock we can't get them. Phil suggested to do an audit on any previous staff may have one. Still use the UHF radio.
- Do pre-emptive plans for bad weather coming your way.
- Thank you Dfes for how you have run the season.
- The Merredin VFRS site is getting smaller discussion were to see if we can get bigger premises. TBA



DISTRICT OPERATIONS ADVISORY COMMITTEE

Jenny Blanchett – Details of Chiefs

- Do a list up of all the Chiefs with emails and phone numbers and share

14 Meeting concluded 1.54pm

15 Next meeting 11th September 2023 – At Merredin VFRS unless notified otherwise.

New Action List

ACTION	ACTION ITEM	BY WHOM / WHEN
1	Confirm FDR Rating	Phil Hay
2	Send out the care and maintenance instructions for PPE	Phil Hay
3	Send Contacts directory and TFB lists to DOAC	Phil Hay
4	Confirm Hines Hill new Light Tanker	Jeremy Willis
5	Send out legislation for probation Section 46	Phil Hay
6	Make list of Chiefs with email and phone numbers	Jenny Blanchett
7		

Agency Name:	DFES	Date:	10/9/2021
Report prepared by:	Phillip Hay	Position	DO Avon
Situation Report:			
<p><i>Outcomes from agency debriefs/incidents</i></p> <p>Avon Valley Complex</p> <ul style="list-style-type: none"> • <i>Well-resourced from within the region, thank you to those LG's and VFRS/VFES brigades who attended</i> • <i>Communications in the Avon valley will be reviewed over winter, mobile communications repeater worked well.</i> • <i>Feasibility of a portable radio repeater to assist with blackspots – and to be based in Northam/Toodyay SES being prepared</i> • <i>Radio blackspots to be identified and addressed with DFES radio communications –If LG's have any known black spots please write to DFES via the regional office.</i> • <i>Morangup Level 2 ICC was tested, will work the CESM to review layout and prepare a Pre Plan moving forward.</i> • <i>Value of large air Tankers in difficult terrain was proven, allowed time to access the fire.</i> • <i>Early mobilization of machinery, air support and increase brigade response was successful and validated the preplanning.</i> • <i>A review of the current Avon valley response plan will be undertaken over winter</i> <p>WHEATBELT Incidents</p> <ul style="list-style-type: none"> • <i>22 November 2022, a Fatality occurred in Goomalling, There is an Ongoing investigation by the coroner and work safe, The deceased was a 57 year old. Reminder to ensure PPC is worn, Riding on the back of farm appliance is not supported by DFES, LACES and work from a safe anchor point always.</i> • <i>Enhanced Turnout and initial mobilization by DFES have been well received this season.</i> 			

- *The region has been continually requesting through State for the forward basing of Air Support based on Risk. This has seen the region being able to Mobilise Helitac, and fixed wing air suppression assets early to assist LGs to prevent rapid escalation of fires. The success has been evident with NO fires to date of over 3000 ha occurring in the agriculture areas*
- *Still appears to be some misunderstandings with section 13 processes, comms plans, sectorisation, roles and expectations – DFES is looking to discuss and provide further advice and knowledge during leadership forum.*
- *The region is looking to review the District Communications Plans –. Looking at LG via CBF/CO/DCBF/CO, Captains Groups, VFRS/VFES, SES and how we can ensure we are communicating appropriately pre-elevated weather events. We ask that all LG areas to review and discuss with DFES for input around how we can communicate to ensure effective 2-way communication occurs.*

General Matters for discussion.

- *Prediction of Dry Lightning pre season at the forums by BoM certainly came to reality.*
- *Regional directories are being reviewed, it’s imperative that each LG advise the region of any changes in positions, this way we can ensure the contacts directory is being updated prior to publication in September annually.*
- *Issues with FF not wearing PPC/PPE – Please we ask that you raise this at your BFACS and Brigade meetings*
- *Training –The regional Calendar is out, we ask that if you have additional needs for your respective LG’s that you discuss with the local DFES Manager, we will then look to accommodate this. These can be from basic training through to specialised roles such as sector commander, IC Level 1 and IMT roles.*
- *We would like to thank the CBF/CO, DCBF/CO and FCO for ongoing assistance at incidents, we are keen to ensure DFES undertakes the utilisation of Local Knowledge at incidents in the IMT.*
- *Fires Reported 1/7/22 to 10/3/23*

Year:		
2022/2023		
Ignition Reason	Nº Fires	Ha Burnt
TOTAL	133	23,558
Weather Conditions - Lightning	45	13,336
Unreported	40	7,610
Vehicles (incl. Farming Equipment/Activities)	26	1,937
Suspicious/Deliberate	6	221
Heat from other hot objects or friction	4	46
Burn off fires	3	51
Reignition of previous fire	2	10
Equipment - Mechanical or electrical fault	2	100

Power lines	1	1
Electrical distribution (excl. power lines)	1	60
Sleeping/Alcohol/Drugs/Physical-Mental impairment	1	54
Undetermined	1	20
Human Error (Left on, knock over, unattended etc.)	1	112

Mitigation Activities Planned

The region has a budget of \$500,000 for this financial year with \$185,000 already spent, and a large amount of works planned for April, May June. We have 5333 parcels within the region that we are responsible for, we only treat risk on the Parcels identified as Extreme (227), Very High (364), and in care and maintenance we can also treat High(421) Risk. That equates to around 1012 parcels annually that require treatment across the region just in Town sites.

AFDRS

- *Working to establish monitoring stations to allow for greater local input.*
- *Current reliance by the national working body on Satellite imagery is proving to be of concern, the region is providing regular feedback to this body.*
- *Thank you to those CBFCO who are providing regular images of actual on ground observations*



Wheatbelt

District Operational Advisory Committee

Agency report as of 13 March 2023

Agency Name:	DFES	Date:	13/03/2023
Report prepared by:	Damien Pumphrey	Position	Superintendent
Situation Report:			
<p>Acknowledgment of efforts - minimising size of fires within Wheatbelt given harvest was indicative of dedication and community service.</p> <p>Commencement of the AFDRS - these things will take time to get 'right' - Region there to support you TFB/HVMB/RBPs etc. - fuel loads during and post-harvest.</p> <p>Pre-emptive TFBs - please call us and push back if not comfortable, we cannot guarantee but will go in for the fight. **** Perhaps DOAC should push for written justifications from DAC to Region to LGs.</p> <p>Role of DFES RDC - Making earlier contact with CBFCO/DCBFCO - not there to harass you, there to support you and aid with resources.</p> <p>CESM Program - working on resources - write to Minister/Commissioner</p> <p>Training Calendar new approach. Less predetermined courses - more local/collaborative as needed courses.</p> <p>Goomalling Fatality - establishment of control - early actions - BF ACT delegated authority from CBFCO to first arriving volunteer/communications - when are you as CBFCO in 'control'? - Records of decisions - timeline of actions/outcomes. CES Act Review considering lessons for legislation.</p>			

Yalgoo Fatality - supervision of machinery and machinery protection - adequate control/communications

Regional Task Forces - CFRS/VFRS - support you not takeover - asset protection focus.

Forward Basing of Aircraft - challenging with SAR keeping and communications to go long distance. Harvest Risk vs Nothing. No guarantee linked to funding source. - role of the LATs.

Expansion of Renewable Energy Projects and Carbon Offsets.

*****Shift from HVMB to Machinery and Vehicle Movement Ban. DOAC to write the CES Act Review team ASAP. Machinery to ground engagement tools.

Banning of Trailers during Harvest for FF units. Phase out of trailers for safety purposes. Standing on back of farm appliance community engagement.

*****Penalties for conglomerate farmers in breach of BF Act and HVMB. How do we enforce on larger entities? As Region how do we engage CBH/WAPF/RFD and other partners in this issue. Role of corporations and conglomerates in firefighting and provision of resources.

*****BFCoE Update - check emails - RFA training now online. - distribute.

**** PPE??? Is this an issue within Region? If so please raise with AO/DO, I have commitment from FES Commissioner that this should not be a funding issue post Goomalling.



BLANCHETT Jennifer

From: EVA Gavin
Sent: Monday, 13 March 2023 11:09
To: BLANCHETT Jennifer
Cc: HAY Phillip; PUMPHREY Damien; MOORE Andrae; BISHOP Siobhan; WILLIS Jeremy
Subject: Great Eastern DOAC 13 March 2023 - update from Rural Fire Division
Attachments: BCoE Training Update - March 2023 - ROACs and DOACs.pdf

AFDRS Review

Implementation of the AFDRS on 1 September 2022 represented significant change in the way the emergency management sector calculates, assesses, makes decisions and communicates fire risk across all Australian jurisdictions. The AFDRS represents the introduction of a nationally consistent approach for predicting fire behaviour and communicating public information and warnings of fire danger. The AFDRS impacts how we communicate fire risk with communities and mitigate fire risk across different industry sectors and approaches to communicating and manage fire risk has traditionally varied across jurisdictions in the days leading up to and on days requiring an appropriate operational response. The AFDRS encompasses the many interlocking aspects including providing the fuel inputs, the calculation engine, the outputs as used by a range of users for decision-making in various circumstances, the communication of predicted fire behaviour and the expected response of community. Under the new system parameters that influence the outcome of the forecast fire danger ratings include temperature, relative humidity, wind speed, drought factor, time since fire, etc (to name a few). These older fuels require lesser forecast wind speeds to reach an Extreme rating. It is expected that the planned changes to fuel type and underlying data variables will increase accuracy of FDR forecasting and reduce occurrences of under or over-warning for the community.

The AFDRS will be subject to a national review post southern WA bushfire season and the current high threat bushfire period. This first season review is an opportunity to learn from the lessons of season 2022/23 and inform approaches and enhancements for the next season and beyond. This will involve the Bureau of Meteorology, Australasian Fire and Emergency Service Authorities Council (AFAC), the AFDRS national project team and all jurisdictions. The WA team have been liaising regularly with the national team as well as capturing a significant number of case studies throughout the season where time and resourcing permits, to better understand the AFDRS and identify potential improvements. This will also include a review of Fire Weather Districts which are used to communicate Fire Danger Ratings and subsequent messaging to the community. Feedback from the public, external agencies and DFES is also being compiled to help inform the review.

For the purposes of the first season review, these components have been identified as:

- AFDRS technology - This includes the AFDRS Fire Behaviour Index Calculation Engine, including web portals (fuel state editor, fire danger viewer) and the Bureau of Meteorology Fire Danger Calculator.
- Fire Science regarding quality of the data inputs, performance of the models and accuracy of the FBI triggers that support decision-making.
- Assess the accuracy of the forecast FBI and ratings considering the weather forecast, mapped vegetation type and vegetation condition inputs.
- AFDRS campaign, public facing device design and messaging to communities including understanding what commentary or feedback jurisdictions have received.

The national project team will also be leading an evaluation of the AFDRS education campaign to assess community understanding of the AFDRS and identify areas for improvement. Additionally, WA will be conducting their own research to gather insights and evaluate communication and stakeholder engagement associated with the project. We are going to work with WALGA around engaging LGs around receiving this feedback which is expected to be rolling out around April.

Feedback can be provided directly to afdrs@dfes.wa.gov.au and this will be included in the review.

Trigger Thresholds:

Total Fire Bans at 50 Fire Behaviour Index:

- To the 15 Feb 2023, there has been *410 less TFB declarations* in FY23 than FY22 i.e. 1,414 TFBs were declared across LGAs in FY22 compared to 1,020 in FY23 (as at 15.2.2023).
- Whilst some LGAs show an increase from FY22 compared to FY23, they had comparable TFB declarations in FY20 and FY21. All LGAs had an increase in TFBs post FY19 due to significant regulatory changes post then, so not a true comparison and potential to cause some confusion..
- Regulation & Compliance do not have records of how many TFBs were issued because of forecast weather meeting extreme fire danger (FBI of 50), OR have been declared for preventative reasons due to fires in the landscape and substantial resources committed; i.e. where the fire danger rating was below extreme, this information would need to be obtained from State Operations or BoM, and that data is being sourced and analysed.
- State Operations are conducting ongoing discussions over the past few months regarding the issuing of total fire bans across the whole fire district or by local government areas when/ if required on peak conditions, and the criteria which the current SAP enables. Additionally discussions about the futuristic ability in the Next Gen project phase which will incorporate the capability to publish TFBs by Local Government (LG), Fire Weather District (FWD), or LGA + FWD subdistrict.

Harvest and Vehicle Movement Bans (HVMB) at 40 Fire Behaviour Index:

In regards to HVMB implemented by local governments: The current HVMB regulation uses the CSIRO - modified McArthur Mk 4 meter, this meter assumes that the grass is in a cut/grazed condition, that the fuel load is 4-5 tonnes per hectare and that the average slope is flat (in-built defaults).

- During a Total Fire Ban declaration by the Minister, a Bushfire Control Officer MUST impose a ban (HVMB) on off-road activity for business, industry and agriculture if the Fire Behaviour Index (FBI) exceeds 40 under regulation 24C. The ban (times) is for the time specified by the LG.
- When there is NOT a Total Fire Ban declared, a Bushfire Control Officer can impose a ban (HVMB) on off-road activity for business, industry and agriculture if the Fire Behaviour Index (FBI) exceeds 40 under regulation 38A. The ban (times) is for the time specified by the LG. There is no legislative requirement to declare a HVMB during RPBT when the FBI reaches a certain level, and there is no legislative reference to the FBI for a HVMB under r.38A.
- The grass meters provide for the bush fire control officer to input/change the same variables in the Fire Behaviour Calculator, being locally observed grass curing, temperature, relative humidity and 10m wind information.

Permit to Burn Suspension at 24 Fire Behaviour Index:

The Australian Fire Danger Ratings System (AFDRS) relies heavily on observations to provide accurate and timely fuel state information across the state. Observations provide information on grass curing, load, continuity and condition which feed into the calculations for Fire Behaviour Index and Fire Danger Ratings. Currently we have the ability to validate satellite curing data with observations however fuel load and condition satellite products have a long way to go, thus why it is important that we establish a large observation network to better reflect the true state of fuels on the ground. Further, given the vastness of our state, setting up the WA Grassland Observation Network has not been without its challenges and requires growth.

At present, regions will remain at 4.5 t/ha unless observations are undertaken to provide evidence of fuel load reductions. DFES Bushfire Technical Services have been working with DPIRD and Digital Agriculture Services (DAS) however due to couple of good growing seasons, we really need to know the location, and see the pictures (evidence) before doing any fuel adjustments. Moreover, at the moment we can't derive satellite fuel load as easily as grassland curing. Over the past fortnight, observations with photos were supplied from the local governments and DFES regional staff in the Karron, Lockwood and Mortlock Fire Weather Districts in the Goldfields/ Midlands region and to be commended, and grassland fuel load was lowered to 3.5 t/ha. We recommend that areas concerned with the 4.5 t/ha fuel load submit observations via the AFDRS Fuel State Editor then we will be able to consider the reduction of load (if evident) within your area. Please liaise with your DFES region or Community Emergency Services Manager to set up observation sites. Your DFES region will also validate your observations. For now, we would only require observations to reflect the fuel loads in your areas of interest as a one off (ideally across multiple sites), until crops begin curing again later in the year (then resuming observations when curing is around 50% and thus reflecting increases in fuel load and curing conditions in the landscape). If you or anyone else you know would like to consider becoming an Observer they can register here:

<https://forms.digital.wa.gov.au/222550863625053>. An Observer training video is currently in development and will be distributed once available publicly.

Regards,

Gavin Eva

Acting Superintendent | Bushfire Risk Management Branch

Belmont Regional Office | 91 Leake St, Belmont, 6104

M: 0456 771 458 | **E:** gavin.eva@dfes.wa.gov.au | **W:** dfes.wa.gov.au



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**CHANGES TO
FIRE DANGER RATINGS**

WA has new, nationally consistent Fire Danger Ratings.
Know what to do before a bushfire emergency.

  **HOW FIREPROOF
IS YOUR PLAN?** 

mybushfireplan.wa.gov.au/FireDangerRatings

DOAC meeting Parks & Wildlife Service report (Wheatbelt Region) Merredin – 13/03/2023

- Bushfires

- Busy season so far particularly with lightning strikes and harvesting incidents. DBCA crews were kept very busy with the run of large fires both inside our region (Chiddarcooping NR, Westonia, Karroun Hill x 2, Yellowdine) and external to our region. (Avon Valley, Goldfields complex and Ravensthorpe complex bushfires). So far, this season we were involved in 32 fires in the Wheatbelt Region.
- We have also been busy managing the Water Bomber's SAR, logistics and requests for the aircrafts being based in Northam & Narrogin, as part of the Grain Harvest deployments. We have also been completing requests and SAR watch for the bombers outside of the Grain Harvest.

- Fire mitigation and prescribed burning

- After a 26km scrub-rolling (Royalties for Region - Mitigation Action Fund) at Bonnie Rock UCL (Butler's Corner, Mukinbudin), we plan to commence burning that modified fuel with flame thrower hoping for run into standing scrub-heath vegetation to decrease the fuel load.
- We also intend to scrub-roll 10km of old tamma vegetation as part of burn preparation at Charles Gardner Reserve (Tammin), burning a maximum of ¼ of the reserve (216ha) as protection for adjacent properties and sandplain kwongan habitat regeneration.
- We also burnt last year 40km of scrub rolling in the Skeleton Rock UCL area (Yilgarn) as an edging. This autumn, we will be burning a larger core area using aircraft ignition.
- Fire Access Tracks upgrade:
 - 60km of fire access tracks maintained along the Banker - Mount Day Road. This is mostly funded through the Mitigation Action Fund.
 - 40km of Fire Access Tracks upgrade in the Turkey Hill UCL / Pastoral Lease / reserves area.
 - 19km of Fire Access Tracks upgrade planned in the North Yellowdine UCL.
 - 42km of Fire Access Tracks upgrade Planned in the Bonnie Rock UCL area as containment line for the burn.



BUSHFIRE VOLUNTEERS

Report for DOAC/ROAC/BFAC meetings and Brigade members

Date: March 2023

Changing Times

There has been a downsizing of the human resource employed by your Association. We continue to be the only truly independent association representing Volunteers and the only Association that doesn't receive any ESL, Department of Fire and Emergency Services or State Government funding. Currently staffing is set at contracted services of part-time individuals to provide administration and secretariate services when required, with most of the work being undertaken by Bushfire Volunteers and their supporters. If you know of any organisation or sponsors that can donate and/or support us so we can continue to support you please let us know.

New Office Address

Bushfire Volunteers continues to maintain a physical office within the WA Farmers building and as such, the Association has moved to the WA Farmers new headquarters in Bentley. Please note, the new address is:

Unit 3, 14 Brodie-Hall Drive, Bentley, 6102

Importantly, the space at the WA Farmers building provides both a workspace and meeting facilities well situated for Association use. Thanks are extended to WA Farmers for their continued support.

Western Power Grants

Partnering

Bushfire Volunteers are delighted to confirm partnering with our supportive colleagues at Western Power to deliver another round of direct grant funding for member brigades.

Grant Results

The Association received 79 applications from 80 brigades in 36 local government areas with a resultant 38 brigades in receipt of grant funding. Sadly the amount requested from Brigades was multiple times greater than the available funding. It was noted that some brigades asked for items that are eligible under the Local Government grants scheme through the ESL and they were redirected accordingly.

Working with Brigades

Bushfire Volunteers continue to work with brigades and their municipality to resolve issues and advocate for operational imperatives and remind everyone about the Volunteer ethos and respecting that Volunteers are individuals who donate their time freely for no reward. They should not be treated as paid employees, and be respected as Volunteers doing their best. Its been disappointing to see a rise in enquiries from volunteers where paid individuals are trying to change the Bushfire culture and impose city centric ideological views.





BUSHFIRE VOLUNTEERS

SECTION 33 FIRE-BREAK NOTICES

Recently Department of Fire and Emergency Services in conjunction with WALGA have release a guidance note in regards to the development of firebreak notices which can be found at this link https://mcusercontent.com/deaf6c84b27d6ba4ab394cdf0/files/d0940087-bdb0-f02a-0414-93ab23ee4961/2023_Section_33_Guidance_Note_ID_546698_ID_564281.pdf sadly your association was not included in this process and would welcome your views on the document.

Harvest and Movement Bans

During harvest, some contractors have continued to work during Harvest and Movement Bans. The Association has advocated to mitigate fire risk over these times by encouraging better education and policing of this risk factor by municipalities during harvest periods.

New Fire Danger Rating System

Bushfire Volunteers have been working with many Volunteers, Chiefs, Fire Control Officers, Advocacy groups, Local Governments and Department of Fire and Emergency Services to address issues in relation to the restrictive nature of when permits can and cant be issued resulting in some common sense changes in some areas being implements and other areas still being worked on.

Implications of Covid

Whilst we are now out of this wave of restrictions, we progressed protocols for Volunteers being able to attend fires during Covid restrictions and regularly raised issues of volunteers varying views and treatments they received.

AFAC Seasonal Outlook Autumn 2023

Please see the attached link for the latest outlook https://www.afac.com.au/docs/default-source/bushfire-seasonal-outlook/seasonaloutlook_autumn_2023_v1-0.pdf

Training

Suitable and relevant training for Volunteers and for brigades to have the choice of qualified training providers to enable Volunteers to continue to attend fires as Bushfire Volunteers is still being pursued.

Independent Volunteer Bushfire Brigades

The Bushfire Association is working to strengthen the position of brigades which wish to stay with their Local Government Authority (LGA) independent of Department of Fire and Emergency Services which retains local decision making and control at the volunteer and community level.





BUSHFIRE VOLUNTEERS

PPE

The Bushfire Association is advocating for essential PPE to be funded from the ESL as there is still major disparity against Bushfire Volunteers.

WH&S Legislation

The Association is navigating the implications of the new WH&S laws and advising brigades on their impact and how to mitigate constraints upon Volunteer fire fighting. Your Association has been in regular contact with Worksafe and are disappointed that there are some paid staff members implying rules and circumstances that are simply false and misleading. If you have any questions please contact us for an independent perspective.

Fit for Purpose Vehicles

This continues to be an ongoing issue for many Volunteers across the state with the city centric and the paid fraternity continuing to make things complex when they don't need to be. Your Association has been successful in getting the range of cab chassis changed and we will continue to advocate for the rest of the issues to be resolved including the rural heavy duty all terrain vehicle. If you have any information, ideas please send them through.

Volunteer Support

Your association is currently supporting Volunteers and their family through the Hardship scheme and where necessary, directly through the Bushfire Welfare Fund established by the Bushfire Association. If you know someone doing it tough, let them know we are here and get in touch.

Local Government Emergency Management Arrangements (LEMA)

Bushfire brigades need to be aware of reviews that are being undertaken with your Local Government and Department of Fire and Emergency Services and ensure that you are all having input into that process which covers your local arrangements resourcing during times of emergencies and the recovery times. If you have any questions please let us know.

Meetings & Field Trips

Your association has attended and will be attending upcoming meetings. To date we have met with the Minister of Emergency Services, Department of Fire and Emergency Services Commissioner and senior members of the organisation taking ideas and resolving issues as they arise. Volunteer zone representatives have been traveling around the state meeting with individual Volunteers and various stake holders discussing a wide range of issues both current and emerging. If you or your brigade would like a catchup or BBQ get together to discuss Bushfire matters please contact us.

Just remember if you would like to step up and represent your region and join the dedicated volunteers who are currently doing this please let us know, we are all Volunteers helping Volunteers.





From the National Level - Council of Australian Volunteer Associations of Australia

Your association continues to represent Bushfire Volunteers at the national level providing input to training, rural and land management, education, Volunteer health and wellbeing, Volunteer surveys.

Recently we were a part of meetings with AFAC and renewing MOUs with them and the SES national bodies. We will be attending Canberra for the National memorial Service and further meetings with National Agencies and Governments to ensure Volunteers voices are heard. CAVFA collectively represents over 250 000 volunteers across Australia and its territories.

Bushfire Mitigation Activity Fund Grant Program

If your brigade/shire has an approved Bushfire Mitigation Plan be sure to apply for the Mitigation Activity Fund Grant Program for 2023/24 round one will open on the 16 March 2023. Eligible Local Governments will receive an email with details of the grant program and have until 1 May 2023 to submit their application. Funding for round two is scheduled to be open in August 2023.

There is MUCH more happening - **STAY INFORMED, GET IN TOUCH:**

- Call, email, SMS or engage via social media www.bushfire.org.au/contact-us
- Go to www.bushfire.org.au/subscribe or
- scan the QR code (right) using the camera of a smart phone to get on our mailing list.



COOLGARDIE	\$0.00	\$15,000.00	\$9,085.40	0.04	0.00	8.97	0.00	0.00	0.00	0.00	0.00	0
CUNDERDIN	\$14,500.00	\$15,000.00	\$7,500.00	3.65	0.00	0.00	0.00	0.67	0.00	0.00	0.00	0
DALWALLINU	\$43,220.27	\$40,000.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
DOWERIN	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
DUNDAS	\$33,420.23	\$33,000.00	\$23,652.20	19.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
GOOMALLING	\$20,000.00	\$16,000.00	\$23,038.00	14.81	0.00	0.00	0.00	3.60	0.00	0.00	0.00	0
KALGOORLIE-BOULDER	\$0.00	\$5,000.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
KELLERBERRIN	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
KOORDA	\$3,000.00	\$4,000.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
LAVERTON	\$10,000.00	\$10,000.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
LEONORA	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
MENZIES	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
MERREDIN	\$10,272.10	\$12,000.00	\$9,796.16	3.67	0.00	1.11	0.00	0.00	0.00	0.00	0.00	0
MOUNT MARSHALL	\$0.00	\$1,000.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
MUKINBUDIN	\$1,000.00	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
NAREMBEEN	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
NGAANYATJARRAKU	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
NORTHAM	\$86,000.00	\$84,000.00	\$15,599.98	7.24	0.36	0.21	0.00	1.18	0.00	0.00	0.00	0
NUNGARIN	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
QUAIRADING	\$0.00	\$100,000.00	\$7.00	0.00	0.00	0.00	0.00	2.11	0.00	0.00	0.00	0
TAMMIN	\$20,500.00	\$20,000.00	\$4,255.00	3.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
TOODYAY	\$64,700.62	\$50,000.00	\$24,625.96	90.20	0.00	0.81	0.00	0.00	0.00	0.00	0.00	0
TRAYNING	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
WESTONIA	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
WONGAN-BALLIDU	\$52,000.00	\$40,000.00	\$31,823.40	0.00	0.00	0.00	5.81	1.16	0.00	0.00	0.00	0
WYALKATCHEM	\$0.00	\$10,000.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
YILGARN	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
YORK	\$76,400.00	\$33,000.00	\$20,956.73	6.32	0.00	0.39	0.00	3.46	0.00	0.00	0.00	1
Totals	\$448,713.22	\$500,000.00	\$185,022.61	153.37	0.36	11.48	5.81	18.38	0.00	0.00	0.00	1

LGA	Quoted Costs						Invoiced Costs					
	Extreme	Very High	High	Medium	Low	Totals	Extreme	Very High	High	Medium	Low	Totals
BEVERLEY	\$0.00	\$11,700.00	\$0.00	\$0.00	\$2,000.00	\$13,700.00	\$0.00	\$13,787.76	\$0.00	\$0.00	\$895.02	\$14,682.78
BRUCE ROCK	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
COOLGARDIE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,009.49	\$6,056.93	\$2,018.98	\$0.00	\$0.00	\$9,085.40
CUNDERDIN	\$0.00	\$6,069.25	\$1,430.75	\$7,000.00	\$0.00	\$14,500.00	\$0.00	\$3,404.69	\$1,695.31	\$2,400.00	\$0.00	\$7,500.00
DALWALLINU	\$17,714.49	\$13,148.47	\$2,357.31	\$10,000.00	\$0.00	\$43,220.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DOWERIN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DUNDAS	\$447.32	\$2,700.09	\$29,827.16	\$443.20	\$2.46	\$33,420.23	\$337.28	\$1,031.07	\$21,949.68	\$334.17	\$0.00	\$23,652.20
GOOMALLING	\$0.00	\$10,093.79	\$3,491.94	\$6,414.26	\$0.00	\$20,000.00	\$0.00	\$4,083.67	\$15,948.15	\$3,006.18	\$0.00	\$23,038.00
KALGOORLIE-BOULDER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
KELLERBERRIN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
KOORDA	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LAVERTON	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LEONORA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MENZIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MERREDIN	\$1,169.62	\$7,027.81	\$1,800.94	\$273.72	\$0.00	\$10,272.10	\$1,820.00	\$4,727.61	\$2,712.06	\$536.49	\$0.00	\$9,796.16

MOUNT MARSHALL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MUKINBUDIN	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NAREMBEEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NGAANYATJARRAKU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NORTHAM	\$55,000.00	\$17,000.00	\$10,292.14	\$3,707.86	\$0.00	\$86,000.00	\$0.00	\$8,373.30	\$7,226.68	\$0.00	\$0.00	\$15,599.98
NUNGARIN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
QUAIRADING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.46	\$5.54	\$0.00	\$0.00	\$0.00	\$7.00
TAMMIN	\$0.00	\$13,000.00	\$7,500.00	\$0.00	\$0.00	\$20,500.00	\$0.00	\$1,470.00	\$2,785.00	\$0.00	\$0.00	\$4,255.00
TOODYAY	\$0.00	\$61,428.78	\$3,271.84	\$0.00	\$0.00	\$64,700.62	\$0.00	\$19,742.60	\$4,883.36	\$0.00	\$0.00	\$24,625.96
TRAYNING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WESTONIA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WONGAN-BALLIDU	\$16,500.00	\$33,000.00	\$2,500.00	\$0.00	\$0.00	\$52,000.00	\$0.00	\$31,823.40	\$0.00	\$0.00	\$0.00	\$31,823.40
WYALKATCHEM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
YILGARN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
YORK	\$0.00	\$45,392.76	\$27,507.24	\$3,500.00	\$0.00	\$76,400.00	\$0.00	\$15,887.90	\$4,004.09	\$1,064.74	\$0.00	\$20,956.73
Totals	\$91,831.44	\$223,560.95	\$99,979.32	\$31,339.05	\$2,002.46	\$448,713.22	\$3,168.23	\$110,394.46	\$63,223.31	\$7,341.59	\$895.02	\$185,022.61

Councillor Huxtable advised having attended the following meetings:

Councillor Corsini advised having attended the following meetings:

8. DECLARATION OF INTEREST

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Financial** interest were made at the Council meeting held on **20th April 2023**.

Name/Position	
Item No./Subject	
Nature of interest	
Extent of Interest	

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Closely Association Person and Impartiality** interest were made at the Council meeting held on **20th April 2023**.

Name/Position	
Item No./Subject	
Nature of interest	
Extent of Interest	



In accordance with Section 5.60B and 5.65 of the *Local Government Act 1995* the following disclosures of **Proximity. interest** were made at the Council meeting held on **20th April 2023**.

Name/Position	
Item No./Subject	
Nature of interest	
Extent of Interest	

9. MATTERS REQUIRING A COUNCIL DECISION

9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES

9.1.1 ACCOUNTS FOR PAYMENT – MARCH 2023

Responsible Officer:	Bill Price, CEO
Author:	Jasmine Geier, Deputy Chief Executive Officer
File Reference:	F1.3.3 Monthly Financial Statements
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.1 List of Accounts
Signature:	Officer  CEO 

Purpose of the Report

- Executive Decision Legislative Requirement

Background

This information is provided to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits June be obtained.

Comment

Attached is a copy of Accounts for Payment for the month of March 2023 The credit card statements currently show: -

CEO **March 2023 \$4,427.86** associated with the purchase of Cloud Anti Spam Recurring, Cloud Anti Spam Recurring, Staying In Place Expo - Stacey/Lani, Two Tickets to the Staying in place Expo in Pingilly 30-31 of March - B.Price & S.Geier, Wa Rural Health Excellence Awards Ticket, WA Rural Health Excellence Award Dinner, Budget Workshop Accom, Accommodation Jazz & Heather Budget Workshop Moore Australia, Disposable dog waste bags, Max Pack - Disposable dog waste bags, Activ8me internet service, Activ8me internet Diesel Purchase OWT, P14 - Landcruiser - Diesel purchase, Licensing - WT111, License of P15 New Toyota Hilux Duel Cab 2023, Accom CRC Conference - Stacey, Aloft Perth Reservation 2 nights - New CRC Coordinator workshop 14th -16th March 2023, Microsoft 365 Business, 1038283 Microsoft 365 Business std Recurring, 1049450 & 1049449 Managed Endpoint, Managed Endpoint - Server Recurring, 1047021 Business Basic, 1047021 Microsoft 365 Basic Recurring,1 038203 Recurring, 1038203 Office 365 Exchange online plan monthly recurring

DCEO **March 2023 \$790.07** associated with the purchase of Rural Health West Award Dinner, WA Rural Health Excellence Award Dinner, WA Rural Health Excellence Accom Duxton, Accommodation for WA Rural Health Excellence Award Dinner, Parking Fee , Meals - Medical Immersion, Medical Immersion - Meals (Vegan & Gluten Free) WESSYBBQ License & Change of plate, Change of plate from WT111 to 02WT, WESSYBBQ Trailer 12mth license

Statutory Environment

Local Government (Financial Management) Regulations 1996 Regulations 12 & 13 requires the list of accounts to be presented to Council. Payments are made by staff under delegated authority from the CEO and Council.

Policy Implications

Council does not have a policy in relation to payment of accounts.

Strategic Implications

Accounts for payment are presented to Council in the interests of accountability and provide information on Council expenditure.

Financial Implications

Expenditure in accordance with the 2022/2023 Annual Budget.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That March 2023 accounts submitted to today's meeting on Municipal vouchers numbered from 4038 to 4041, and D/Debits from EFT6085 to EFT6129 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$717,807.64 be passed for payment.

List of Accounts Due & Submitted to Council March 2022/2023

Chq/EFT	Date	Name	Description	Amount	Bank	Type
B/S	01/03/2023	WESTNET - WESTNET INTERNET PROVIDER FEE	WESTNET INTERNET PROVIDER FEE	-66.00	1	FEE
B/S	03/03/2023	FEE - BANK FEES	BANK FEES	-171.70	1	FEE
DD3681.1	12/03/2023	Aware Super - Accumulation	Payroll deductions	-5309.56	1	CSH
DD3681.2	12/03/2023	C-Bus	Superannuation contributions	-1079.79	1	CSH
DD3681.3	12/03/2023	BT Panorama Super	Payroll deductions	-168.56	1	CSH
DD3681.4	12/03/2023	MLC Masterkey	Superannuation contributions	-257.04	1	CSH
DD3681.5	12/03/2023	Rest Industry Super	Superannuation contributions	-50.15	1	CSH
DD3681.6	12/03/2023	AUSTRALIANSUPER	Superannuation contributions	-441.37	1	CSH
DD3681.7	12/03/2023	MLC Navigator Retirement Plan	Superannuation contributions	-129.40	1	CSH
B/S	012/03/23	Deputy Commissioner of Taxation	BAS February 2023	-15808.00	1	CSH
DD3683.1	13/03/2023	Bankwest Corporate Mastercard	Linen for dongas	-6298.02	1	CSH
PAYROLL	13/03/2023	Payroll	Payroll Liability	-33600.21	1	CSH
EFT6085	13/03/2023	Services Australia Child Support	Payroll deductions	-95.92	1	CSH
4038	16/03/2023	Water Corporation	Water Supply & Usage	-16936.36	1	CSH
4039	16/03/2023	Synergy	Power Consumption & Supply	-10038.01	1	CSH
4040	16/03/2023	HI-LO CONSTRUCTION	Building Maintenance	-5403.20	1	CSH
EFT6086	16/03/2023	Avon Waste	Waste Collection	-1628.56	1	CSH
EFT6087	16/03/2023	AVN Northam Pty Ltd trading as Merredin Toyota	Service 09WT	-289.94	1	CSH
EFT6088	16/03/2023	Winc Australia Pty Ltd	Stationery Supplies	-578.10	1	CSH
EFT6089	16/03/2023	Westonia Progress Association Inc.	Rental Reimbursement	-17654.11	1	CSH
EFT6090	16/03/2023	Sheridan's	Desk Name Stands	-287.10	1	CSH
EFT6091	16/03/2023	Toll Transport Pty Ltd	Freight	-497.68	1	CSH
EFT6092	16/03/2023	Ron Bateman & Co	Bare pump	-1303.08	1	CSH
EFT6093	16/03/2023	Centek Constructions	Renovations to old shop	-7516.30	1	CSH
EFT6094	16/03/2023	Liberty Oil rural Pty Ltd	Diesel & ULP	-18942.55	1	CSH
EFT6095	16/03/2023	Hersey's Safety Pty Ltd	Depot Consumables	-391.60	1	CSH
EFT6096	16/03/2023	Extra Mile Writing	Coordination of RAC Reconnect	-452.32	1	CSH
EFT6097	16/03/2023	Westonia Bowling/tennis Club's Bar Account	Christmas Break Up Drinks	-1579.00	1	CSH
EFT6098	16/03/2023	Daimler Trucks Perth	Service Kit P3	-1387.34	1	CSH
EFT6099	16/03/2023	Great Southern Fuel Supplies	Grease Cartridges	-421.34	1	CSH
EFT6100	16/03/2023	Westonia Community Cooperative Limited	Refreshments, Cleaning, Papers	-293.05	1	CSH

EFT6101	16/03/2023	Satellite Television & Radio Australia Pty Ltd	Remote Monitoring	-2970.00	1	CSH
EFT6102	16/03/2023	Merredin Community Resource Centre	Advertising WOTG	-80.00	1	CSH
EFT6103	16/03/2023	Market Creations	Council Connect Website	-1221.00	1	CSH
EFT6104	16/03/2023	Australia Post	Postage - February	-133.59	1	CSH
EFT6105	16/03/2023	Ramsay Construction Pty Ltd	Health & Building Service	-1210.00	1	CSH
EFT6106	16/03/2023	David Gray & Co Pty Ltd	Oval Insecticide	-330.00	1	CSH
EFT6107	16/03/2023	Ancor Electrical	Light Deposit	-9549.46	1	CSH
EFT6108	16/03/2023	Australian College Of Training	Cert 111 Business unit	-275.75	1	CSH
EFT6109	16/03/2023	Wessie Pty Ltd Atf: The Geier Family Trust	Gravel Push Up	-8761.51	1	CSH
EFT6110	16/03/2023	Midland Mowers	Bar & Chain Oil	-440.00	1	CSH
EFT6111	16/03/2023	Trans-plus	Roller Hire	-8800.00	1	CSH
EFT6112	16/03/2023	Graham L & Diane Jones	Screws & Glue	-90.95	1	CSH
EFT6113	16/03/2023	D & R Barnett & Sons	Fire Control Equip Hire	-1056.00	1	CSH
EFT6114	16/03/2023	Industrial Automation Group Pty Ltd	Standpipe ILC Upgrade	-8717.50	1	CSH
EFT6115	16/03/2023	Cockies Ag	Ratshot	-110.00	1	CSH
EFT6116	16/03/2023	WA Primary Health Alliance Ltd	Return unspent fees	-3860.09	1	CSH
EFT6117	16/03/2023	Integrity Management Solutions Pty Ltd	Attain Compliance Calendar	-8250.00	1	CSH
EFT6118	16/03/2023	Out West Mechanical	Parts & Repairs	-11507.90	1	CSH
EFT6119	16/03/2023	Tammi De Rooy Art & Design	Mural deposit	-4319.25	1	CSH
EFT6120	16/03/2023	Coerco Pty Ltd	Bowling Green Tank	-10540.20	1	CSH
DD3686.1	20/03/2023	TELSTRA CORPORATION LIMITED	Phone Usage	-2000.71	1	CSH
4041	22/03/2023	Cash	Petty Cash Recoup	-753.40	1	CSH
EFT6121	22/03/2023	AVN Northam Pty Ltd trading as Merredin Toyota	HILUX 4x4 2.8L DSL D/C 6MT SR 2U69650 as per Quote 3186	-60442.59	1	CSH
EFT6122	22/03/2023	Merredin Rural Supplies Pty Ltd	CYCL RINGLOCK GALV STD 7/90/30 200M	-2821.50	1	CSH
EFT6123	22/03/2023	Howard Porter	Tender 06-21/22 RoadTrain Sidetippers	-339882.00	1	CSH
EFT6124	22/03/2023	Great Southern Fuel Supplies	Fuel 1640lt ULP and 4400lt Deisel	-11223.16	1	CSH
EFT6125	22/03/2023	Tompkin Engineering	1 length 8m x75x40x2mm, Flat Bar 2m x 80x5mm, mist white corrugated iron 8x 1800 & 6 x2700, 1 box tech screws white	-684.99	1	CSH
EFT6126	22/03/2023	LENIP P/L ta Asphalt In A Bag	Asphalt in a bag	-1402.50	1	CSH
B/S	24/03/2023	2VNET - 2VNET MONTHLY MAINTENANCE FEE	2VNET MONTHLY MAINTENANCE FEE	-578.95	1	FEE
DD3693.1	26/03/2023	Aware Super - Accumulation	Payroll deductions	-5238.64	1	CSH
DD3693.2	26/03/2023	C-Bus	Superannuation contributions	-1082.56	1	CSH



DD3693.3	26/03/2023	BT Panorama Super	Payroll deductions	-233.08	1	CSH
DD3693.4	26/03/2023	MLC Masterkey	Superannuation contributions	-257.68	1	CSH
DD3693.5	26/03/2023	Rest Industry Super	Superannuation contributions	-103.23	1	CSH
DD3693.6	26/03/2023	AUSTRALIANSUPER	Superannuation contributions	-442.01	1	CSH
DD3693.7	26/03/2023	MLC Navigator Retirement Plan	Superannuation contributions	-155.20	1	CSH
EFT6128	28/03/2023	Services Australia Child Support	Payroll deductions	-96.16	1	CSH
PAYROLL	26/03/2023	Payroll	Payroll Liability	-32851.55	1	CSH
EFT6129	29/03/2023	Oxworks	Fencing	-7210.17	1	CSH
B/S	31/03/2023	TPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-19049.00	1	FEE
				-717807.64		

The above list of accounts has been paid under delegation, by the Chief Executive Officer, since the previous list of accounts. Municipal vouchers numbered from 4038 to 4041, and D/Debits from EFT6085 to EFT6129 Inclusive of Department for Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$717,807.64 submitted to each member of the Council on Thursday 20th April 2023, have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.



CHIEF EXECUTIVE OFFICER

9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY– MARCH 2023

Responsible Officer:	Bill Price, CEO
Author:	Jasmine Geier, Deputy Chief Executive Officer
File Reference:	F1.3.3 Monthly Financial Statements
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.2 Monthly Statement of Financial Activity
Signature:	Officer  CEO 

Purpose of the Report

Executive Decision

Legislative Requirement

Background

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

Comment

The Monthly Statement of Financial Activity for the period ending March 2023 is attached for Councillor information, and consists of:

1. Summary of Bank Balances
2. Summary of Outstanding Debtors
3. Balance Sheet
4. Budget v Actuals Schedules

Statutory Environment

General Financial Management of Council
Council 2022/2023 Budget
Local Government (Financial Management) Regulation 34 1996
Local Government Act 1995 section 6.4

Policy Implications

Council is required annually to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. Council policy is that the material variation be set at \$10,000 and 15%.

Strategic Implications

The Monthly Statement of Financial Activity is a record of Council's activities and financial performance during the reporting period.

Financial Implications

There is no direct financial implication in relation to this matter.

Voting Requirements

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That Council adopt the Monthly Financial Report for the period ending March 2023 and note any material variances greater than \$10,000 or 15%.

SHIRE OF WESTONIA
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 March 2023

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023**

BY NATURE OR TYPE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,039,095	2,039,095	1,781,691	(257,404)	(12.62%)	
Revenue from operating activities							
Rates		1,111,900	1,111,900	1,111,891	(9)	(0.00%)	
Operating grants, subsidies and contributions		1,522,350	541,901	1,378,075	836,174	154.30%	▲
Fees and charges		1,046,050	820,358	924,599	104,241	12.71%	
Interest earnings		15,900	15,300	45,179	29,879	195.29%	▲
Other revenue		352,500	174,905	109,192	(65,713)	(37.57%)	▼
Profit on disposal of assets		156,007	28,700	(11,263)	(39,963)	(139.24%)	▼
		4,204,707	2,693,064	3,557,673	864,609	32.11%	
Expenditure from operating activities							
Employee costs		(1,198,050)	(715,688)	(728,894)	(13,206)	(1.85%)	
Materials and contracts		(794,764)	(524,323)	(700,566)	(176,243)	(33.61%)	▼
Utility charges		(529,250)	(440,651)	(449,956)	(9,305)	(2.11%)	
Depreciation on non-current assets		(1,716,000)	(1,348,265)	(1,394,390)	(46,125)	(3.42%)	
Insurance expenses		(170,700)	(133,606)	(137,018)	(3,412)	(2.55%)	
Other expenditure		(46,600)	(20,297)	(91,877)	(71,580)	(352.66%)	▼
Loss on disposal of assets		0	0	(1,037)	(1,037)	0.00%	
		(4,455,364)	(3,182,830)	(3,503,738)	(320,908)	10.08%	
Non-cash amounts excluded from operating activities	1(a)	1,559,993	1,319,565	1,414,144	94,579	7.17%	
Amount attributable to operating activities		1,309,336	829,799	1,468,079	638,280	76.92%	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions		705,650	367,072	371,044	3,972	1.08%	
Proceeds from disposal of assets		445,000	445,000	227,000	(218,000)	(48.99%)	▼
Payments for property, plant and equipment and infrastructure		(3,698,340)	(1,984,891)	(2,004,770)	(19,879)	(1.00%)	
Amount attributable to investing activities		(2,547,690)	(1,172,819)	(1,406,726)	(233,907)	19.94%	
Financing Activities							
Transfer from reserves		90,000	90,000	0	(90,000)	(100.00%)	▼
Transfer to reserves		(551,250)	(551,250)	(39,398)	511,852	92.85%	▲
Amount attributable to financing activities		(461,250)	(461,250)	(39,398)	421,852	(91.46%)	
Closing funding surplus / (deficit)	1(c)	339,491	1,234,825	1,803,646	568,821	(46.06%)	▲

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 14 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals		(156,007)	(28,700)	11,263
Add: Loss on asset disposals	4	0	0	1,037
Add: Depreciation on assets		1,716,000	1,348,265	1,394,390
Total non-cash items excluded from operating activities		1,559,993	1,319,565	1,414,144

(b) Adjustments to net current assets in the Statement of Financial Activity

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.

	Adopted Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 31 March 2023
Adjustments to net current assets			
Less: Reserves - restricted cash	(3,742,157)	(3,742,157)	(3,781,555)
Add: Provisions employee related provisions		235,422	235,422
Total adjustments to net current assets	(3,742,157)	(3,506,735)	(3,546,133)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2		5,442,456	5,072,760
Rates receivables			14,768	68,787
Receivables			313,364	330,533
Other current assets			19,458	19,308
Less: Current liabilities				
Payables			(266,198)	89,475
Provisions			(235,422)	(231,084)
Less: Total adjustments to net current assets	1(b)		(3,506,735)	(3,546,133)
Closing funding surplus / (deficit)		0	1,781,691	1,803,646

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
PETTY CASH and FLOATS	Cash and cash equivalents	870		870			NIL	On Hand
MUNCIPAL BANK ACCOUNT	Cash and cash equivalents	1,290,332		1,290,332		BankWest	Variable	Cheque Acc.
RESERVE FUND	Cash and cash equivalents	0	3,781,558	3,781,558		BankWest	Variable	Term Deposit
TRUST FUND CASH AT BANK	Cash and cash equivalents	0		0	46,522	BankWest	Variable	Cheque Acc.
Total		1,291,202	3,781,558	5,072,760	46,522			
Comprising								
Cash and cash equivalents		1,291,202	3,781,558	5,072,760	46,522			
		1,291,202	3,781,558	5,072,760	46,522			

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government 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.

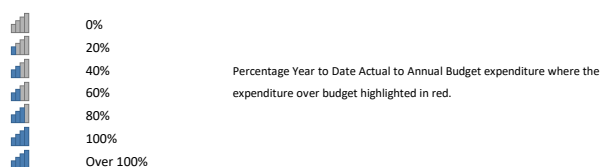
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.

Corporate MasterCard	Transaction Summary	Total Amount	Institution	Interest Rate	Period End Date
		\$			
Card # **** *693					
Price, Arthur W	Licensing - WT111, License of P15 New Toyota Hilux Duel Cab 2023, GST	204.65	Bankwest	17.99%	31-Mar-23
	Refreshments, Pur Blonde Ultra, Emu Export Lager, Great Northern Crisp, Carlton Dry, GST	802.50			
	Accom CRC Conference - Stacey, Aloft Perth Reservation 2 nights - New CRC Coordinator wor	466.90			
	Microsoft 365 Business, 1038283 Microsoft 365 Business std Recurring, GST	227.04			
	1049450 & 1049449 Managed Endpoint, Managed Endpoint - Server Recurring, GST	264.99			
	Refreshments, 04104 - refreshments various drinks, GST	131.00			
	1047021 Business Basic, 1047021 Microsoft 365 Basic Recurring, GST	86.59			
	1038203 Recurring, 1038203 Office 365 Exchange online plan monthly recurring, GST	36.30			
	Cloud Anti Spam Recurring, Cloud Anti Spam Recurring, GST	50.00			
	Diesel Purchase 0WT, P14 - Landcruiser - Diesel purchase, GST	40.00			
	Activ8me internet service, Activ8me internet, GST	434.15			
	Disposable dog waste bags, Max Pack - Disposable dog waste bags, GST	150.00			
	Budget Workshop Accom, Accommodation Jazz & Heather Budget Workshop Moore Austral	793.74			
	Wa Rural Health Excellence Awards Ticket, WA Rural Health Excellence Award Dinner, GST	640.00			
	Staying In Place Expo - Stacey/Lani, Two Tickets to the Staying in place Expo in Pingilly 30-31 c	100.00			
		4427.86			
Card # **** *035					
Geier, Jasmine L	Rural Health West Award Dinner, WA Rural Health Excellence Award Dinner, GST	160.00	Bankwest	17.99%	31-Mar-23
	WA Rural Health Excellence Accom Duxton, Accommodation for WA Rural Health Excellence /	477.05			
	Meals - Medical Immersion, Medical Immersion - Meals (Vegan & Gluten Free)	109.67			
	WESSYBBQ License & Change of plate, Change of plate from WT111 to 02WT, WESSYBBQ Trai	43.35			
		790.07			
		5217.93			

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	990,000	562,020	646,021	84,001
Furniture and equipment	197,000	54,741	47,276	(7,465)
Plant and equipment	677,000	545,000	526,671	(18,329)
Infrastructure - roads	1,764,340	783,130	739,151	(43,979)
Infrastructure - footpaths	70,000	40,000	45,651	5,651
Payments for Capital Acquisitions	3,698,340	1,984,891	2,004,770	19,879
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	705,650	367,072	0	(367,072)
Other (disposals & C/Fwd)	445,000	445,000	227,000	(218,000)
Cash backed reserves				
Reserve -Plant	(90,000)		0	0
Contribution - operations	2,637,690	1,172,819	1,777,770	604,951
Capital funding total	3,698,340	1,984,891	2,004,770	19,879

Capital expenditure total

Level of completion indicators



Level of completion indicator, please see table at the end

Account Description	Adopted		YTD Actual	Variance (Under)/Over
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings				
08104 L&B- Rooms at School	50,000	50,000	136,137	86,137
11204 L&B - Kiosk/Ablution Redevelop	90,000	79,000	78,043	(957)
11303 L& B - Bowling Green Stadium	525,000	405,520	425,797	20,277
11309 Bowling Green Redevelopment	255,000	5,000	6,045	1,045
12218 Depot Shed - CAPITAL	40,000	0	0	-
13216 Old Club Hotel Museum Project	30,000	22,500	0	(22,500)
	990,000	562,020	646,021	84,001
Furniture & Equipment				
07702 F&E - Other Health	10,000	10,000	14,098	4,098
08203 Purchase Furniture & Equipmer	10,000	7,497	0	(7,497)
09232 F& E - Other Housing	5,000	3,744	0	(3,744)
11103 F&E -Chair of Stadium	20,000	20,000	19,497	(503)
11205 F&Et - Swimming Pools	50,000	0	0	-
11503 F&E - Libraries	2,000	1,500	419	(1,081)
11603 F&E - Walgoolan Wagon	10,000	5,000	2,179	(2,821)
13606 L&B - Wolfram Street Shed & Fi	60,000	4,000	8,462	4,462
14514 F&E Administration	30,000	3,000	2,620	(380)
	197,000	54,741	47,276	(7,465)
Plant & Equipment				
12302 Purchase Plant & Equipment - F	125,000	75,000	76,956	1,956
12305 Side Tipper & Dolly - CAPITAL	330,000	330,000	308,984	(21,016)
14213 Construction Supervisor Vehicle	122,000	55,000	54,948	(52)
14520 CEO Vehicle - CAPITAL	100,000	85,000	85,783	783
	677,000	545,000	526,671	(18,329)
Infrastructure-roads				
12101 Roads Construction Council	868,500	240,000	211,059	(28,941)
C0006 Carrabin South Road (No 0006)	20,000	14,994	29,828	14,834
C0010 Begley Road (No 0010)	33,500	25,119	8,430	(16,689)
C0011 Boodarockin Nth Road (No	96,000	72,000	0	(72,000)
C0012 Daddow Road (No 0012)	43,500	32,625	15,017	(17,608)
C0014 Day Rd (No 0014)	0	0	407	407
C0015 George Road (No 0015)	83,500	62,622	0	(62,622)
C0021 Warrachuppin Nth Road (No	71,500	53,622	46,855	(6,767)
C0025 Rabbit Proof Fence Road (No	95,000	71,244	36,924	(34,320)
C0025N Rabbit Proof Fence Road	152,500	114,372	0	(114,372)
C0032 TBA	110,500	82,872	0	(82,872)
C0035 Webb Road (No 0035)	0	0	3,300	3,300
C0052 McDowell Road (No 0052)	81,500	61,119	51,480	(9,639)
C0069 Wahlsten Road (No 0069)	58,000	43,497	0	(43,497)
C0092 Leeman Road (No 0092)	23,000	17,244	18,818	1,574
12103 MRWA Project Construction	570,840	448,130	394,431	(53,699)
RRG84C Warralakin Road Reconstructio	570,840	428,130	394,431	(33,699)
12104 Roads to Recovery Constructio	325,000	95,000	133,661	38,661
R2R04 Walgoolan South Road (No 000	67,000	50,247	70,435	20,188
R2R32 Boodarockin North Rd	258,000	193,500	63,227	(130,273)
	1,764,340	783,130	739,151	(43,979)
Infrastructure-footpaths				
12108 Footpath Construction	70,000	40,000	45,651	5,651
FP0061 Wolfram Street Footpath	70,000	52,497	45,651	(6,846)
	3,698,340	1,984,891	2,004,770	19,879

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Legislation									
Reserve -Long Service Leave	109,095	1,000	1,149	0	0	0	0	110,095	110,244
Reserve -Plant	1,002,357	20,000	10,553	0	0	(90,000)	0	932,357	1,012,910
Reserve -Building	1,093,858	5,000	11,517	260,000	0	0	0	1,358,858	1,105,375
Reserve -Communication/Information T	68,826	250	722	0	0	0	0	69,076	69,548
Reserve -Community Development	575,502	1,500	6,059	0	0	0	0	577,002	581,561
Reserve -Waste Management	122,031	500	1,285	0	0	0	0	122,531	123,316
Reserve -Swimming Pool Redevelopmei	403,248	8,000	4,246	50,000	0	0	0	461,248	407,494
Reserve -Roadworks	367,240	5,000	3,867	200,000	0	0	0	572,240	371,107
	3,742,157	41,250	39,398	510,000	0	(90,000)	0	4,203,407	3,781,555

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Buildings								
	Sales of 42 Jasper	45,200	85,000	39,776	0	86,034	85,000	0	(1,034)
	Plant and equipment								
	Transport								
	GTE Sidetippers	32,156	90,000	57,844	0	0	0	0	0
	Toyota Prado	68,485	70,000	1,515	0	0	0	0	0
	Canter	21,852	40,000	18,148	0	20,947	40,000	19,053	0
	Other property and services								
	Toyota LandCruiser - OWT	93,858	120,000	26,142	0	92,316	102,000	9,684	0
	Toyota Rav 4 - 02WT	27,418	40,000	12,582	0	0	0	0	0
		288,969	445,000	156,007	0	199,297	227,000	28,737	(1,034)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,039,095	2,039,095	1,781,691	(257,404)	(12.62%)	▼
Revenue from operating activities							
Governance		1,150	855	0	(855)	(100.00%)	
General purpose funding - general rates	6	1,490,150	1,413,210	1,443,716	30,506	2.16%	
Law, order and public safety		49,400	45,791	59,744	13,953	30.47%	▲
Health		53,300	45,825	87,875	42,050	91.76%	
Education and welfare		52,000	44,250	97,387	53,137	120.08%	▲
Housing		309,500	135,801	120,145	(15,656)	(11.53%)	▼
Community amenities		12,000	11,738	11,041	(697)	(5.94%)	
Recreation and culture		949,700	54,626	597,234	542,608	993.32%	
Transport		212,607	155,072	209,760	54,688	35.27%	▲
Economic services		600,700	482,333	526,187	43,854	9.09%	
Other property and services		474,200	303,563	423,636	120,073	39.55%	▲
		4,204,707	2,693,064	3,576,727	883,663		
Expenditure from operating activities							
Governance		(315,300)	(219,598)	(218,978)	620	0.28%	
General purpose funding		(41,500)	(25,386)	(21,713)	3,673	14.47%	
Law, order and public safety		(77,600)	(56,144)	(76,774)	(20,630)	(36.74%)	▼
Health		(130,900)	(59,426)	(61,460)	(2,034)	(3.42%)	
Education and welfare		(46,000)	(28,625)	(45,735)	(17,110)	(59.77%)	▼
Housing		(181,100)	(151,205)	(157,090)	(5,885)	(3.89%)	
Community amenities		(103,950)	(76,252)	(68,178)	8,074	10.59%	▲
Recreation and culture		(834,850)	(637,561)	(620,494)	17,067	2.68%	
Transport		(1,683,000)	(1,137,538)	(1,144,722)	(7,184)	(0.63%)	
Economic services		(1,035,100)	(621,121)	(646,212)	(25,091)	(4.04%)	
Other property and services		(6,064)	(169,974)	(461,435)	(291,461)	(171.47%)	▼
		(4,455,364)	(3,182,830)	(3,522,791)	(339,961)		
Non-cash amounts excluded from operating activities	1(a)	1,559,993	1,319,565	1,414,144	94,579	7.17%	▲
Amount attributable to operating activities		1,309,336	829,799	1,468,079	638,280		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	705,650	367,072	371,044	3,972	1.08%	
Proceeds from disposal of assets	7	445,000	445,000	227,000	(218,000)	(48.99%)	▼
Payments for property, plant and equipment and infrastructure	8	(3,698,340)	(1,984,891)	(2,004,770)	(19,879)	(1.00%)	
		(2,547,690)	(1,172,819)	(1,406,726)	(233,907)		
Amount attributable to investing activities		(2,547,690)	(1,172,819)	(1,406,726)	(233,907)		
Financing Activities							
Transfer from reserves	9	90,000	90,000	0	(90,000)	(100.00%)	▼
Transfer to reserves	9	(551,250)	(551,250)	(39,398)	511,852	92.85%	▲
Amount attributable to financing activities		(461,250)	(461,250)	(39,398)	421,852		
Closing funding surplus / (deficit)	1(c)	339,491	1,234,825	1,803,646	568,821	46.06%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 14 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2022-23 year is \$10,000 or 15.00% whichever is the greater.

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2023

NOTE 6
EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2022-23 year is \$10,000 or 15.00% whichever is the greater.

	Timing Variance
	Material Variance

Schedule 03 General Purpose Funding

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Rates Income								
Operating Expense								
03	03100	ABC Costs- Rate Revenue	32,000	21,336	18,536	(2,800)	(13)%	
03	03101	Rate Notice Stationery expense	500	250	81	(169)	(68)%	
03	03102	Rates Recovery - Legal Expenses	1,500	0	0	0		
03	03103	Valuation Expenses and Title Searches Exp	4,000	1,300	404	(896)	(69)%	
03	03107	Rates Written-off	500	0	5	5		
			38,500	22,886	19,026	(3,860)		
Operating Income								
03	03104	General Rates Levied	(1,107,200)	(1,107,200)	(1,107,055)	145	(0)%	
03	03105	Ex-Gratia Rates Received	(4,700)	(4,700)	(4,836)	(136)	3%	
03	03106	Penalty Interest Raised on Rates	(2,800)	(2,800)	(4,308)	(1,508)	54%	
03	03109	Instalment Interest Received	(2,000)	(1,400)	(1,470)	(70)	5%	
03	03110	Rates Administration Fee Received	(1,000)	(600)	(624)	(24)	4%	
03	03112	Other Revenue	(500)	(500)	(1,120)	(620)	124%	
			(1,118,200)	(1,117,200)	(1,119,414)	(2,214)		
Other General Purpose Funding								
Operating Expense								
03	03210	Bank Fees Expense	3,000	2,500	2,688	188	8%	
			3,000	2,500	2,688	188		
Operating Income								
03	03201	Grants Commission Grant Received - Gen	(257,600)	(193,200)	(193,192)	8	(0)%	
03	03202	Grants Commission Grant Received- Road	(103,000)	(91,710)	(91,710)	0	0%	
03	03204	Interest Received	(11,100)	(11,100)	(39,400)	(28,300)	255%	Reserve Interest Received
03	03205	Other General Purpose funding received	(250)	0	(0)	(0)		
			(371,950)	(296,010)	(324,302)	(28,292)		
TOTAL OPERATING EXPENDITURE			41,500	25,386	21,713	(3,673)		
TOTAL OPERATING INCOME			(1,490,150)	(1,413,210)	(1,443,716)	(30,506)		

Schedule 04 Governance

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Members Of Council								
Operating Expense								
04	04100	Members Travelling Expenses paid	1,000	747	601	(146)	(19)%	
04	04101	Members Conference Expenses	15,000	9,225	7,310	(1,916)	(21)%	
04	04102	Council Election Expenses	500	0	0	0		
04	04103	President's Allowance paid	5,600	2,800	2,545	(256)	(9)%	
04	04104	Members Refreshments & Receptions Exp	16,000	11,997	12,993	996	8%	
04	04105	Members - Insurance	23,000	17,250	14,320	(2,930)	(17)%	
04	04106	Members - Subscriptions	70,250	68,183	58,477	(9,706)	(14)%	
04	04107	Members - Donation & Gifts	3,000	400	408	8	2%	
04	04108	Members Telephone Subsidy Paid	1,200	0	0	0		
04	04109	Members Sitting Fees Paid	21,500	10,750	10,767	17	0%	
04	04110	Consultant Fees Expense	45,000	15,000	15,000	0	0%	
04	04111	Training Expenses of Members	3,000	0	0	0		
04	04112	Maintenance - Council Chambers	3,200	2,016	1,800	(216)	(11)%	
04	04113	ABC Costs- Relating to Members	79,500	79,500	92,680	13,180	17%	
04	04114	Audit Fees expense	23,000	0	0	0		
04	04118	Advertising	2,000	1,494	1,282	(212)	(14)%	
04	04120	Public Relations/ Promotions	2,500	200	797	597	299%	
04	04199	Depreciation - Members of Council	50	36	0	(36)	(100)%	
			315,300	219,598	218,978	(620)		
Operating Income								
04	04121	Contributions, Reimbursements	(1,000)	(747)	0	747	(100)%	
04	04122	Photocopying	(100)	(72)	0	72	(100)%	
04	04124	Sale of Electoral Rolls	(50)	(36)	0	36	(100)%	
			(1,150)	(855)	0	855		
TOTAL OPERATING EXPENDITURE			315,300	219,598	218,978	(620)		
TOTAL OPERATING INCOME			(1,150)	(855)	0	855		

Schedule 05 Law, Order & Public Safety

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Fire Prevention								
Operating Expense								
05	05100	ABC Costs- Fire Prevention	24,000	18,000	16,216	(1,784)	(10)%	
05	05101	Bush Fire Control Maintenance Plant & Ec	10,000	7,497	5,722	(1,775)	(24)%	
05	05102	Bush Fire Control Maintenance Land & Bu	1,500	750	167	(583)	(78)%	
05	05103	Bush Fire Control	1,000	1,000	21,084	20,084	2,008%	December Bush Fire Expenses
05	05104	Bush Fire Control Insurance	15,500	15,500	16,554	1,054	7%	
05	05112	Bush Fire Clothing, Training & Accs.	7,200	0	0	0		
05	05113	Utilities Communication & Power	5,000	2,500	4,223	1,723	69%	
05	05114	Other Goods & Services	1,000	747	0	(747)	(100)%	
05	05199	Depreciation - Fire Prevention	7,400	7,400	10,114	2,714	37%	
			72,600	53,394	74,081	20,687		
Operating Income								
05	05106	Bush Fire Reimbursements	0	0	(17,354)	(17,354)		Bush Fire Recoup \$20000
05	05107	FESA Operating Grant	(31,000)	(31,000)	(26,891)	4,110	(13)%	
05	05108	Edna May MOU Emergency Services	(13,500)	(10,125)	(10,227)	(102)	1%	
05	05111	FESA ESL Admin Fee	(4,000)	(4,000)	(4,400)	(400)	10%	
			(48,500)	(45,125)	(58,872)	(13,747)		
Capital Expense								
05	5110	Purchase Plant Fire Prevention	0	0	0	0		
			0	0	0	0		
Animal Control								
Operating Expense								
05	05200	Expenses Relating to Animal Control	0	0	531	531		
05	05201	Animal Control - Ranger Expense	5,000	2,750	2,161	(589)	(21)%	
			5,000	2,750	2,693	(57)		
Operating Income								
05	05202	Fines and Penalties - Animal Control	(100)	(72)	0	72	(100)%	
05	05203	Dog Registration Fees	(750)	(558)	(873)	(315)	56%	
05	05301	Income Relating to Other Law	(50)	(36)	0	36	(100)%	
			(900)	(666)	(873)	(207)		
		TOTAL OPERATING EXPENDITURE	77,600	56,144	76,774	20,630		
		TOTAL OPERATING INCOME	(49,400)	(45,791)	(59,744)	(13,953)		
		TOTAL CAPITAL EXPENDITURE	0	0	0	0		

Schedule 07 Health

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Health-HACC								
Operating Expense								
07	07112	Expenses Relating to Health HACC	0	0	478	478		
			0	0	478	478		
Preventative Services - Administration & Inspections								
Operating Expense								
07	07400	ABC Costs- Preventative Services - Admin	16,000	9,000	9,268	268	3%	
07	07404	Analytical Expenses	400	400	360	(40)	(10)%	
07	07406	Contract - EHO Expense	6,500	5,000	5,350	350	7%	
			22,900	14,400	14,978	578		
Operating Income								
07	07401	Income Relating to Preventative Services	0	0	0	0		
07	07407	Reimbursement	0	0	(1,727)	(1,727)		
			0	0	(1,727)	(1,727)		
Preventative Services - Pest Control								
Operating Expense								
07	07500	Mosquito Control Preventative Services -	4,800	3,582	1,886	(1,696)	(47)%	
			4,800	3,582	1,886	(1,696)		
Preventative Services -Other								
Operating Expense								
07	07600	Ambulance Services - Other	2,600	100	1,025	925	925%	
07	07601	Medical Rooms & Dr Expense - Other	9,000	4,500	4,103	(397)	(9)%	
08	08600	ABC Costs- Other Welfare	40,000	8,000	9,268	1,268	16%	
			51,600	12,600	14,396	1,796		
Operating Income								
07	7602	Reimbursement WA County Health Servic	(3,300)	(825)	(571)	254	(31)%	
			(3,300)	(825)	(571)	254		
Other Health								
Operating Expense								
07	07700	Nurse Practitioner Clinic	50,000	27,644	28,190	546	2%	Nurse Practioner Clinic \$20000
07	07799	Depreciation - Health	1,600	1,200	1,531	331	28%	
			51,600	28,844	29,721	877		
Operating Income								
07	07701	WAPHA /Other Funding	(30,000)	(30,000)	(68,750)	(38,750)	129%	6M extra Funding Agreement
07	07703	User Pay Fee Nurse Practitioner Services	(20,000)	(15,000)	(16,827)	(1,827)	12%	
			(50,000)	(45,000)	(85,577)	(40,577)		
Capital Expense								
07	07702	Purchase Furniture & Equipment - Other I	10,000	10,000	14,098	4,098	41%	
			10,000	10,000	14,098	4,098		
TOTAL OPERATING EXPENDITURE			130,900	59,426	61,460	2,034		
TOTAL OPERATING INCOME			(53,300)	(45,825)	(87,875)	(42,050)		
TOTAL CAPITAL EXPENDITURE			10,000.00	10,000.00	14,098.40	4,098.40		

Schedule 08 Education & Welfare

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Pre-Schools								
Operating Expense								
08	08100	Expenses Relating to Schools	16,000	500	514	14	3%	
08	08101	Westonia Primary School	12,800	12,800	30,586	17,786	139%	Additional Utility charges due to Lease
08	08199	Depreciation - School	9,200	9,200	11,579	2,379	26%	
			38,000	22,500	42,679	20,179		
Operating Income								
08	08103	Income Relating to Schools	(34,000)	(27,500)	(30,969)	(3,469)	13%	
08	08105	Reimbursements	(13,000)	(13,000)	(30,055)	(17,055)	131%	Unit Accommodation Charges
			(47,000)	(40,500)	(61,024)	(20,524)		
Capital Expense								
08	08104	Purchase Land & Buildings- Rooms at Schu	50,000	50,000	136,137	86,137	172%	Ancor & Brownley Plumbing Accounts Should have been Sundry creditors for 21/22FY
			50,000	50,000	136,137	86,137		
Other Education								
Capital Expense								
08	08203	Purchase Furniture & Equipment	10,000	7,497	0	(7,497)	(100)%	
			10,000	7,497	0	(7,497)		
Aged & Disabled - Senior Citizens								
Operating Expense								
08	08401	Seniors Activities	7,500	5,625	2,555	(3,070)	(55)%	
08	08402	Wheatbelt Agcare	500	500	500	0	0%	
			8,000	6,125	3,055	(3,070)		
Operating Income								
08	08403	Income Relating to Aged & Disabled - Sen	(5,000)	(3,750)	(36,364)	(32,614)	870%	Closure of CRC Monies Received
			(5,000)	(3,750)	(36,364)	(32,614)		
TOTAL OPERATING EXPENDITURE			46,000	28,625	45,735	17,110		
TOTAL OPERATING INCOME			(52,000)	(44,250)	(97,387)	(53,137)		
TOTAL CAPITAL EXPENDITURE			60,000	57,497	136,137	78,640		

Schedule 09 Housing

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Staff Housing								
Operating Expense								
09	09100	Staff Housing - ABC Costs	24,000	8,000	9,438	1,438	18%	
09	09101	Maintenance 20 Diorite St -Rental	4,850	3,618	3,559	(59)	(2)%	
09	09102	Maintenance 11 Quartz St - CDO/Plant Op	18,800	4,070	3,172	(898)	(22)%	
09	09103	Maintenance 42 Jasper St -Plant Operator	3,000	3,000	17,189	14,189	473%	New Fencing Purchased
09	09104	Maintenance 37 Diorite St - Swimming P	4,500	1,607	1,346	(261)	(16)%	
09	09105	Maintenance 7 Quartz St - Plant Operator	4,500	3,866	3,452	(414)	(11)%	
09	09107	Staff House Costs Allocated to Works	(55,000)	(15,000)	(14,909)	91	(1)%	
09	09108	Depreciation - Staff Housing	27,400	27,400	40,312	12,912	47%	
09	09109	Maintenance 13 Pyrite Street -Plant Oper	5,450	2,568	2,168	(400)	(16)%	
09	09201	Maintenance 4 Quartz St - Senior Finance	7,300	7,272	9,094	1,822	25%	
09	09211	Maintenance 301 Pyrite Street - CEO	12,300	3,090	2,680	(410)	(13)%	
			57,100	49,491	77,503	28,012		
Operating Income								
09	09121	Income 20 Diorite St -Rental	(10,000)	(8,000)	(8,500)	(500)	6%	
09	09122	Income 11 Quartz St - CDO/Plant Operato	(2,100)	(1,225)	(990)	235	(19)%	
09	09123	Income 42 Jasper St -Plant Operator	(2,100)	(1,575)	(1,120)	455	(29)%	
09	09124	Income 37 Diorite St - Swimming Pool M	(2,100)	(1,575)	(1,600)	(25)	2%	
09	09125	Income 7 Quartz St - Plant Operator	(2,100)	(1,575)	(1,600)	(25)	2%	
09	09129	Reimbursements	(3,000)	0	(127)	(127)		
09	09130	Income 13 Pyrite Street -Plant Operator	(2,100)	(1,575)	(1,400)	175	(11)%	
09	09220	Income 4 Quartz St - Senior Finance	(2,100)	(1,575)	(1,600)	(25)	2%	
			(25,600)	(17,100)	(16,937)	163		
Other Housing								
Operating Expense								
09	09200	Other Housing - ABC Costs	24,000	18,000	16,000	(2,000)	(11)%	
09	09202	Maintenance 55 Wolfram St -Ramelius Re	800	800	1,474	674	84%	
09	09203	Maintenance - Lifestyle	19,500	13,511	10,772	(2,739)	(20)%	
09	09206	Maintenance Quartz Street Age Units	12,150	9,036	4,379	(4,657)	(52)%	
09	09208	Maintenance - 17 Pyrite Street JV Units	10,350	7,695	4,929	(2,766)	(36)%	
09	09212	Rental Lifestyle Village - Westonia Progre	18,100	13,572	9,048	(4,524)	(33)%	
09	09236	Depreciation Other Housing	39,100	39,100	46,452	7,352	19%	
			124,000	101,714	93,054	(8,660)		
Other Housing								
Operating Income								
09	09221	Income 55 Wolfram St -Ramelius Resourc	(20,000)	(14,994)	(14,214)	780	(5)%	
09	09222	Income - Lifestyle	(86,500)	(64,845)	(64,782)	63	(0)%	
09	09227	Income 17Pyrite St - JV Units	(11,000)	(9,150)	(10,370)	(1,220)	13%	
09	09231	Income - Ramelius Resources Lease Camp	(24,000)	(18,000)	(18,132)	(132)	1%	
09	09238	Income -Age Units Quartz Street	(17,600)	(11,712)	(9,520)	2,192	(19)%	
09	09298	Profit on Sale of Asset	(39,800)	0	0	0		
			(198,900)	(118,701)	(117,018)	1,683		
Capital Expense								
09	09127	Purchase - Staff Housing - Houses	0	0	0	0		
09	09232	Purchase Furniture & Equipment - Other I	5,000	3,744	0	(3,744)	(100)%	
			5,000	3,744	0	(3,744)		
Capital Income								
09	09237	Income -Sale of 42 Jasper St, Westonia - C	(85,000)	0	0	0		
			(85,000)	0	0	0		
		TOTAL OPERATING EXPENDITURE	181,100	151,205	170,556	19,351		
		TOTAL OPERATING INCOME	(224,500)	(135,801)	(131,395)	4,406		
		TOTAL CAPITAL INCOME	(85,000)	0	0	0		
		TOTAL CAPITAL EXPENDITURE	5,000	3,744	0	(3,744)		

Schedule 10 Community Amenities

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Sanitation - Household Refuse								
Operating Expense								
10	10100	ABC Costs- Household Refuse	24,000	16,000	13,902	(2,098)	(13)%	
10	10103	Domestic Refuse Collection	13,000	9,747	8,939	(808)	(8)%	
10	10105	Refuse Collection Public Bins	10,000	7,488	6,908	(580)	(8)%	
10	10106	Refuse Maintenance	22,000	16,479	12,354	(4,125)	(25)%	
10	10107	Waste Oil Recycling	500	369	0	(369)	(100)%	
10	10108	Drum-Muster	500	369	0	(369)	(100)%	
			70,000	50,452	42,103	(8,349)		
Operating Income								
10	10120	Income Relating to Sanitation - Household	(11,000)	(11,000)	(10,814)	186	(2)%	
10	10122	Drum-Muster	(500)	(369)	0	369	(100)%	
			(11,500)	(11,369)	(10,814)	555		
Other Community Amenities								
Operating Expense								
10	10704	Maintenance - Public Conveniences	6,500	4,860	5,542	682	14%	
10	10706	Maintenance - Grave Digging	8,000	6,360	6,044	(316)	(5)%	
10	10799	Depreciation - Community Services	19,450	14,580	14,488	(92)	(1)%	
			33,950	25,800	26,075	275		
Operating Income								
10	10701	Income Relating to Other Community Am	0	0	(227)	(227)		
10	10708	Cemetery Fees	(500)	(369)	0	369	(100)%	
			(500)	(369)	(227)	142		
TOTAL OPERATING EXPENDITURE			103,950	76,252	68,178	(8,074)		
TOTAL OPERATING INCOME			(12,000)	(11,738)	(11,041)	697		

Schedule 11 Recreation & Culture

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Public Halls & Civic Centres								
Operating Expense								
11	11100	ABC Costs- Public Halls & Civic Centres	79,500	68,625	69,510	885	1%	
11	11104	Maintenance - Public Halls	19,750	14,787	17,566	2,779	19%	
11	11105	Maintenance - Complex/ Gym	43,000	32,229	32,872	643	2%	
11	11106	Maintenance - Wanderers Stadium	20,200	15,129	12,304	(2,825)	(19)%	
11	11107	MOU Westonia Progress Payment	28,000	20,997	24,770	3,773	18%	
11	11199	Depreciation - Public Halls	69,500	52,119	50,642	(1,477)	(3)%	
			259,950	203,886	207,664	3,778		
Operating Income								
11	11110	Income Relating to Public Halls & Civic Ce	(200)	(144)	(48,291)	(48,147)	33,435%	Closure of CRC Monies Received
11	11111	Income Edna May MOU 33%	(17,500)	(17,500)	(18,531)	(1,031)	6%	
11	11112	Income Charges Stadium	(700)	(522)	0	522	(100)%	
11	11114	Income Edna May MOU WPA 67%	(28,000)	(28,000)	(37,623)	(9,623)	34%	
			(46,400)	(46,166)	(104,445)	(58,279)		
Capital Expense								
11	11103	Purchase Furniture & Equipment -Chair of	20,000	20,000	19,497	(503)	(3)%	
			20,000	20,000	19,497	(503)		
Swimming Pool								
Operating Expense								
11	11207	Maintenance Westonia Swimming Pool	31,000	26,970	26,924	(46)	(0)%	
11	11208	Chlorine Expenses	2,000	1,500	837	(663)	(44)%	
11	11209	Management Contract Charges	68,000	50,994	55,342	4,348	9%	
11	11210	Water Charges	7,000	4,081	3,862	(219)	(5)%	
11	11299	Depreciaton - Swimming Pool	62,700	47,016	41,542	(5,474)	(12)%	
			170,700	130,561	128,507	(2,054)		
Capital Expense								
11	11204	Purchase Land & Buildings -Kiosk/Ablutio	90,000	79,000	78,043	(957)	(1)%	
11	11205	Purchase Furniture & Equipment - Swimr	50,000	0	0	0		
			140,000	79,000	78,043	(957)		
Other Recreation & Sport								
Operating Expense								
11	11307	Maintenance - Playground, Tennis & Bow	251,500	196,928	192,134	(4,794)	(2)%	
11	11308	Maintenance - Recreation Oval	42,500	21,804	34,304	12,500	57%	
11	11399	Depreciation - Other Rec & Sport	43,900	32,922	26,727	(6,195)	(19)%	
			337,900	251,654	253,165	1,511		
Operating Income								
11	11302	Marquee Hire Charges	(1,000)	(747)	0	747	(100)%	
			(1,000)	(747)	0	747		
Capital Income								
11	11301	CSRFF - Fund	(85,000)	0	0	0		Unsuccessful CRFSF funding -8500
11	11310	Bowling Green Redevelopment - LRCIP To	(722,000)	(492,000)	(492,589)	(589)	0%	
11	11311	Income-Wanderers Bowling Club	(85,000)	0	0	0		Income from Bowling Club \$12500
			(892,000)	(492,000)	(492,589)	(589)		
Capital Expense								
11	11303	Purchase Land & Buildings - Bowling Gree	525,000	405,520	425,797	20,277	5%	
11	11304	Purchase Furniture & Equipment - Other I	0	0	0	0		
11	11309	Bowling Green Redevelopment - CAPITAL	255,000	5,000	6,045	1,045	21%	
			780,000	410,520	431,841	21,321		
Television and Rebroadcasting								
Operating Expense								
11	11401	Maintenance - Television and Rebroadcas	1,000	1,000	3,649	2,649	265%	
11	11499	Depreciation - TV & Radio	4,200	3,700	4,063	363	10%	
			5,200	4,700	7,712	3,012		
Capital Expense								
11	11404	Purchase Furniture & Equipment - Televis	0	0	0	0		
			0	0	0	0		

Schedule 11 Recreation & Culture

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Other Recreation & Sport								
Operating Expense								
11	11504	Library Salaries	17,000	13,994	14,817	823	6%	
11	11505	Library Expenses	3,500	2,328	1,648	(680)	(29)%	
			20,500	16,322	16,464	142		
Operating Income								
11	11501	Income Relating to Libraries	(100)	(72)	0	72	(100)%	
11	11502	Fines & Penalties Charged	(100)	(72)	0	72	(100)%	
			(200)	(144)	0	144		
Capital Expense								
11	11503	Purchase Furniture & Equipment - Librari	2,000	1,500	419	(1,081)	(72)%	
			2,000	1,500	419	(1,081)		
Other Culture								
Operating Expense								
11	11605	Nature Reserve Management	40,000	29,997	6,982	(23,015)	(77)%	Timing
11	11606	Maintenance Walgoolan Gazebo	600	441	0	(441)	(100)%	
			40,600	30,438	6,982	(23,456)		
Operating Income								
11	11602	Income Charges History Books	(200)	(144)	(200)	(56)	39%	
11	11604	Ramelius Common Management - Incom	(10,000)	(7,497)	0	7,497	(100)%	
			(10,200)	(7,641)	(200)	7,441		
Capital Expense								
11	11603	Purchase Furniture & Equipment - Walgoolan	10,000	5,000	2,179	(2,821)	(56.4)%	
			10,000	5,000	2,179	(2,821)		
		TOTAL OPERATING EXPENDITURE	834,850	637,561	620,494	(17,067)		
		TOTAL OPERATING INCOME	(56,800)	(53,951)	(104,645)	(50,694)		
		TOTAL CAPITAL INCOME	(892,000)	(492,000)	(492,589)	(589)		
		TOTAL CAPITAL EXPENDITURE	952,000	516,020	531,979	15,959		

Schedule 12 Transport

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Streets Roads Bridges & Depot Construction								
Capital Expense								
12	12101	Roads Construction Council	868,500	240,000	211,059	(28,941)	(12)%	Timing
12	12103	MRWA Project Construction	570,840	448,130	394,431	(53,699)	(12)%	Timing
12	12104	Roads to Recovery Construction	325,000	95,000	133,661	38,661	41%	Timing
12	12108	Footpath Construction	70,000	40,000	45,651	5,651	14%	
			1,834,340	823,130	784,802	(38,328)		
Streets Roads Bridges & Depot Maintenance								
Operating Expense								
12	12202	Power - Street Lighting	7,000	5,247	4,602	(646)	(12)%	
12	12203	Maintenance - GRM	635,000	354,366	321,795	(32,571)	(9)%	Timing
12	12204	Maintenance - Depot	19,500	19,500	35,778	16,278	83%	Timing
12	12205	Maintenance - Footpaths	500	369	255	(114)	(31)%	
12	12206	Traffic Signs Maintenance	12,000	9,815	9,886	71	1%	
12	12208	Townsite Beautification	0	0	405	405		
12	12219	RRG Expenses	7,000	7,000	8,276	1,276	18%	
12	12299	Depreciation - Street, Roads, Bridges	987,000	740,241	762,920	22,679	3%	
			1,668,000	1,136,538	1,143,917	7,379		
Operating Income								
12	12211	Grant - MRWA Project	0	0	0	0		
12	12212	Grant - MRWA Direct	(135,000)	(135,000)	(147,231)	(12,231)	9%	Additional Funding Received
12	12213	Grant - MRWA Specific	(380,550)	(300,000)	(304,044)	(4,044)	1%	
12	12216	Grant - Roads to Recovery	(325,000)	(67,000)	(67,000)	0	0%	
			(840,550)	(502,000)	(518,275)	(16,275)		
Capital Expense								
12	12218	Depot Shed - CAPITAL	40,000.00	0.00	0.00	0.00		
			40,000.00	0.00	0.00	0.00		
Road Plant Purchase								
Operating Expense								
12	12359	Loss on Sale of Asset	0	0	0	0		
			0	0	0	0		
Operating Income								
12	12398	Profit on Sale of Asset	(77,507)	(20,000)	20,947	40,947	(205)%	
			(77,507)	(20,000)	20,947	40,947		
Road Plant Purchase								
Capital Expense								
12	12302	Purchase Plant & Equipment - Road Plant	125,000	75,000	76,956	1,956	3%	
12	14213	Construction Supervisor Vehicle - CAPITAL	122,000	55,000	54,948	(52)	(0)%	
12	12305	Side Tipper & Dolly - CAPITAL	330,000	330,000	308,984	(21,016)	(6)%	
			577,000	460,000	440,888	(19,112)		
Aerodromes								
Operating Expense								
12	12604	Airport Maintenance	15,000	1,000	805	(195)	(19)%	
			15,000	1,000	805	(195)		
Operating Income								
12	12601	Income Relating to Aerodromes	(100)	(72)	0	72	(100)%	\$5000 Grant Income
			(100)	(72)	0	72		
Capital Expense								
12	12605	Airport Land - CAPITAL	0	0	4,791	4,791		\$10000 Tank Project
			0	0	4,791	4,791		
		TOTAL OPERATING EXPENDITURE	1,683,000	1,137,538	1,144,722	7,184		
		TOTAL OPERATING INCOME	(918,157)	(522,072)	(497,328)	24,744		
		TOTAL CAPITAL EXPENDITURE	2,451,340	1,283,130	1,230,481	(52,649)		

Schedule 13 Economic Services

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Rural Services								
Operating Expense								
13	13100	ABC Costs- Rural Services	79,500	54,000	53,692	(308)	(1)%	
13	13119	Project TBA	0	0	0	0		
13	13123	NRM Contract	8,000	0	0	0		
13	13125	Noxious Weed Control	2,000	0	0	0		
13	13126	Wild Dog Contribution	0	0	0	0		
			89,500	54,000	53,692	(308)		
Operating Income								
13	13105	Govt. Grant Funding	0	0	0	0		
			0	0	0	0		
Tourism & Area Promotion								
Operating Expense								
13	13200	Admin Allocations Tourism & Area Promo	48,000	20,000	23,170	3,170	16%	
13	13210	Area Promotion	12,000	2,000	1,881	(119)	(6)%	
13	13211	SUBS- CW Visitor Centre	4,500	500	459	(41)	(8)%	
13	13212	SUBS- Newtravel	6,400	6,400	6,575	175	3%	
13	13213	Maintenance Caravan Park	37,250	32,000	36,202	4,202	13%	
13	13214	Information Bay- Carrabin	11,050	774	861	87	11%	
13	13215	Old Club Hotel Museum -Maintenance	26,100	19,557	16,083	(3,474)	(18)%	
13	13299	Depreciation - Tourism & Area Promotion	29,000	21,744	24,293	2,549	12%	
			174,300	102,975	109,525	6,550		
Operating Income								
13	13201	Income Relating to Tourism & Area Promc	0	0	0	0		
13	13202	Caravan Site Charges	(35,000)	(30,250)	(33,813)	(3,563)	12%	
13	13203	Tent Site Charges	(300)	(225)	(136)	89	(39)%	
13	13204	Souvenir Sales	(200)	(200)	(636)	(436)	218%	
13	13221	Income - Old Club Hotel Museum Entry	0	0	(5,216)	(5,216)		
			(35,500)	(30,675)	(39,801)	(9,126)		
Capital Expense								
13	13216	Old Club Hotel Museum Project - CAPITAL	30,000	22,500	0	(22,500)	(100)%	Timing
13	13217	Caravan Park - CAPITAL	0	0	0	0		
			30,000	22,500	0	(22,500)		
Building Control								
Operating Expense								
13	13301	Contract EH Services	8,000	5,994	5,250	(744)	(12)%	
			8,000	5,994	5,250	(744)		
Operating Income								
13	13303	Building Permit Charges	(1,500)	(1,300)	(1,330)	(30)	2%	
13	13304	Demolition Charges	(100)	(100)	(100)	0	0%	
13	13305	Commission BRB	(200)	(144)	0	144	(100)%	
13	13307	Planning Fee	0	0	0	0		
			(1,800)	(1,544)	(1,430)	114		
Community Development (CRC)								
Operating Expense								
13	13400	ABC Costs - Community Development	64,000	0	0	0		
13	13401	Programs / Activities	20,000	1,000	647	(353)	(35)%	
13	13402	Workers Compensation Premiums	10,000	0	0	0		
13	13403	Superannuation	17,000	0	0	0		
13	13404	Salaries	95,000	18,000	23,972	5,972	33%	
13	13405	Community Events	20,000	6,000	6,449	449	7%	
13	13406	Grant Generated Expenditure	30,000	0	0	0		
13	13610	Building Maintenance	23,500	13,298	14,440	1,142	9%	
			279,500	38,298	45,508	7,210		
Operating Income								
13	13410	Grant Funding Opportunities	(50,000)	0	(2,345)	(2,345)		
13	13412	Income Relating to Westonia CRC Operati	0	0	(20,333)	(20,333)		Closure of CRC Monies Received
13	13413	Events Income	0	0	(15,511)	(15,511)		Sponsorship
13	13411	DPIRD Grants Funding (CRC)	(107,200)	(80,400)	(75,914)	4,486	(6)%	
			(157,200)	(80,400)	(114,104)	(33,704)		
Plant Nursery								
Operating Expense								
13	13502	Nursery Operating Costs	1,800	375	161	(214)	(57)%	
			1,800	375	161	(214)		
Operating Income								
13	13505	Tree Planter Hire	(500)	(369)	0	369	(100)%	
			(500)	(369)	0	369		

Schedule 13 Economic Services

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Other Economic Services								
Operating Expense								
13	13600	ABC Costs to Other Economic Services	8,000	6,003	7,377	1,374	23%	
13	13611	Water Supply Standpipes	404,500	361,357	371,263	9,906	3%	
13	13613	Ramelius ResourceLease - Industrial Shed	0	0	184	184		
13	13614	St Lukes Church	0	0	52	52		
13	13616	Westonia CRC Contributions	0	0	0	0		
13	13699	Depreciation- Other Economic Services	69,500	52,119	53,201	1,082	2%	
			482,000	419,479	432,077	12,598		
Other Economic Services								
Operating Income								
13	13602	Community Bus Hire Charges	(1,000)	(1,000)	(1,851)	(851)	85%	
13	13603	Ramelius Resource Lease - Industrial Shec	(19,500)	(14,625)	(14,948)	(323)	2%	
13	13604	Police Licensing Commissions	(5,000)	(4,576)	(5,094)	(518)	11%	
13	13609	Standpipe Water Charges - per kL	(380,000)	(349,000)	(348,892)	108	(0)%	
13	13618	Reimbursements General	(200)	(144)	(67)	77	(53)%	
			(405,700)	(369,345)	(370,852)	(1,507)		
Capital Expense								
13	13606	Land & Buildings - Wolfram Street Shed &	60,000	4,000	8,462	4,462	112%	
			60,000	4,000	8,462	4,462		
		TOTAL OPERATING EXPENDITURE	1,035,100	621,121	646,212	25,091		
		TOTAL OPERATING INCOME	(600,700)	(482,333)	(526,187)	(43,854)		
		TOTAL CAPITAL EXPENDITURE	90,000	26,500	8,462	(18,038)		



Schedule 14 Other Property & Services

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Private Works								
Operating Expense								
14	14102	Private Works	25,000	25,000	53,784	28,784	115%	Additional Private Works
			25,000	25,000	53,784	28,784		
Operating Income								
14	14100	Private Works Income	(25,000)	(25,000)	(83,773)	(58,773)	235%	Additional Private Works
			(25,000)	(25,000)	(83,773)	(58,773)		
Public Works Overheads								
Operating Expense								
14	14200	Administration Allocations to PWOH	265,000	198,743	204,513	5,770	3%	
14	14202	Sick Leave Expense	15,000	15,000	21,252	6,252	42%	
14	14203	Annual & Long Service Leave Expense	80,000	80,000	93,039	13,039	16%	
14	14204	Protective Clothing - Outside Staff	3,500	3,500	4,501	1,001	29%	
14	14205	Conference Expenses- Engineering	2,000	1,494	0	(1,494)	(100)%	
14	14206	Medical Examination Costs	1,000	747	175	(572)	(77)%	
14	14207	Public Works Overheads Allocated to Wor	(539,400)	(449,510)	(449,715)	(205)	0%	
14	14208	OSH Expenses	3,500	2,619	337	(2,282)	(87)%	
14	14211	Unallocated Wages	0	0	0	0		
14	14214	Eng. & Technical Support	10,000	7,497	399	(7,098)	(95)%	
14	14215	Staff Training	8,000	5,994	3,921	(2,073)	(35)%	
14	14216	Insurance on Works	17,000	17,000	16,365	(635)	(4)%	
14	14217	Supervision Costs	15,000	15,000	17,225	2,225	15%	
14	14218	Service Pay	6,400	5,330	3,640	(1,690)	(32)%	
14	14219	Superannuation Cost	75,000	62,500	71,089	8,589	14%	
14	14220	Allowances & Other Costs	30,000	24,080	25,455	1,375	6%	
14	14221	Fringe Benefits Tax - Works	8,000	5,994	0	(5,994)	(100)%	
			0	(4,012)	12,196	16,208		
Operating Income								
14	14201	Income Relating to Public Works Overhea	(7,000)	(5,247)	(5,328)	(81)	2%	
			(7,000)	(5,247)	(5,328)	(81)		
Plant Operation Costs								
Operating Expense								
14	14302	Insurance - Plant	17,000	12,744	11,309	(1,435)	(11)%	
14	14303	Fuel & Oils	230,000	172,503	165,048	(7,455)	(4)%	
14	14304	Tyres and Tubes	20,000	14,994	13,327	(1,667)	(11)%	
14	14305	Parts & Repairs	110,000	100,826	114,470	13,644	14%	
14	14306	Internal Repair Wages	45,500	34,119	22,727	(11,392)	(33)%	
14	14307	Licences - Plant	8,000	8,000	7,077	(923)	(12)%	
14	14308	Depreciation - Plant	308,000	270,994	278,740	7,746	3%	
14	14309	Plant Operation Costs Allocated to Works	(713,636)	(389,256)	(361,668)	27,588	(7)%	
14	14310	Blades & Tynes	10,000	500	314	(186)	(37)%	
14	14311	Consumable Items	20,000	2,000	4,386	2,386	119%	
14	14312	Expendable Tools	10,000	500	681	181	36%	
			64,864	227,924	256,411	28,487		
Stock Fuels & Oils								
Operating Expense								
14	14402	Purchase of Stock Materials	0	0	55,700	55,700		
			0	0	55,700	55,700		
Operating Income								
14	14404	Diesel Fuel Rebate	(35,000)	(26,244)	(23,833)	2,411	(9)%	
14	14405	Sale of Stock	(500)	(369)	0	369	(100)%	
14	14406	Sale of Fuel and Scrap	(2,000)	(2,000)	(33,328)	(31,328)	1,566%	Sale of Fuel and Scrap
			(37,500)	(28,613)	(57,161)	(28,548)		
Administration								
Operating Expense								
14	14500	Expenses relating to Administration	522,000	391,500	322,090	(69,410)	(18)%	Timing
14	14501	Administration Office Maintenance	64,200	48,132	53,288	5,156	11%	
14	14502	Workers Compensation Premiums- Admin	24,000	24,000	26,016	2,016	8%	
14	14503	Office Equipment Maintenance - Admin	8,500	6,372	6,416	44	1%	
14	14504	Telecommunications - Admin	0	0	590	590		
14	14505	Travel & Accommodation - Admin	2,000	1,494	1,004	(490)	(33)%	

Schedule 14 Other Property & Services

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Administration								
Operating Expense - Continued								
14	14506	Legal Expenses Administration	5,000	3,744	3,998	254	7%	
14	14507	Training Expenses - Admin	7,500	5,625	2,006	(3,619)	(64)%	
14	14508	Printing & Stationery - Admin	10,000	7,497	4,604	(2,893)	(39)%	
14	14509	Fringe Benefits Tax - Admin	12,000	0	0	0		
14	14510	Conference Expenses - Admin	4,000	4,000	6,494	2,494	62%	
14	14511	Staff Uniform - Admin	3,000	2,250	395	(1,855)	(82)%	
14	14515	Administration Costs Allocated to Progar	(823,500)	(617,625)	(479,398)	138,227	(22)%	Timing
14	14517	Postage & Freight	1,500	1,125	848	(277)	(25)%	
14	14521	IT/Accounting Programs	35,000	5,000	14,322	9,322	186%	
14	14522	Advertising	3,000	2,250	2,044	(206)	(9)%	
14	14559	Admin Loss on Sale	0	0	86,037	86,037		
14	14599	Depreciation - Admin	38,000	28,494	27,784	(710)	(2)%	
			(83,800)	(86,142)	78,537	164,679		
Operating Income								
14	14525	Admin - Reimbursement	(1,000)	(1,000)	(3,121)	(2,121)	212%	
14	14512	Admin Re-Allocations	0	0	(8,500)	(8,500)		
14	14598	Profit on Sale of Asset - Admin	(38,700)	(8,700)	(9,684)	(984)	11%	
			(39,700)	(9,700)	(21,305)	(11,605)		
Capital Expense								
14	14514	Purchase Furniture & Equipment Adminis	30,000	3,000	2,620	(380)	(13)%	
14	14520	CEO Vehicle - CAPITAL	100,000	85,000	85,783	783	1%	
			130,000	88,000	88,403	403		
Operating Expense								
14	14602	Gross Salaries & Wages	1,250,000	953,018	940,880	(12,138)	(1)%	
14	14603	Less Sal & Wages Alloc to Works	(1,250,000)	(945,813)	(940,880)	4,933	(1)%	
			0	7,205	0	(7,205)		
Unclassified								
Operating Income								
14	14701	Income Relating to Unclassified	(5,000)	(5,000)	(30,000)	(25,000)	500%	
14	14705	Marda Upgrade and Haulage Operation A	(200,000)	(150,003)	(148,796)	1,207	(1)%	
			(205,000)	(155,003)	(178,796)	352,303		
Unclassified								
Capital Expense								
14	14704	Land Development	30,000	22,500	25,887	3,387	15%	
			30,000	22,500	25,887	3,387		
Capital Income								
14	14799	Proceeds on Sale of Assets	(160,000)	(80,000)	(77,273)	2,727	(3)%	
			(160,000)	(80,000)	(77,273)	2,727		
		TOTAL OPERATING EXPENDITURE	6,064	169,975	456,627	286,652		
		TOTAL OPERATING INCOME	(314,200)	(223,563)	(346,364)	253,295		
		TOTAL CAPITAL EXPENDITURE	160,000	110,500	114,291	3,791		
		TOTAL CAPITAL INCOME	(160,000)	(80,000)	(77,273)	2,727		

9.1.3 GST RECONCILIATION REPORT – MARCH 2023

Responsible Officer:	Bill Price, CEO
Author:	Jasmine Geier, Deputy Chief Executive Officer
File Reference:	F1.4.4 Audit Report
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.3 GST Report
Signature:	Officer  CEO 

Purpose of the Report

- Executive Decision Legislative Requirement

Background

The Reconciled Balance of the GST Ledger to the General Ledger as reported as at March 2023 provided to Council on a monthly basis as a means of keeping Council informed of its current GST liability.

Comment

The GST Reconciliation Report is attached for Councillor consideration.

Statutory Environment

Nil

Policy Implications

Council does not have a policy in regard to Goods and Services Tax.

Strategic Implications

Nil

Financial Implications

The GST reconciliation is presented to Council as a means of indicating Council’s current GST liability, which has an impact on Council’s cash-flow.

Voting Requirements

- Simple Majority Absolute Majority

OFFICER RECOMMENDATIONS

That the GST Reconciliation totalling **(\$21,921.00)** for the period ending March 2023 adopted.

SHIRE OF WESTONIA
BAS EXTRACT - 31 March 2023



ABN:	87 507 505 958
Business Activity Statement:	Mar-23
Period/Year end:	2022/2023

	Date	Position	Name
Prep by	13/04/2023	SFO	Heather Lockyer
Rev by	13/04/2023	DCEO	Jasmine Geier

Month	A	B	C	D	E	F	G
	GST						
	On Sales (collected) <i>*1405000</i>	On Purchases (paid) <i>*1304000</i>	Nett GST Payable / (Receivable)	Fuel Tax Credit <i>*1144040.170</i>	PAYG <i>*1406010</i>	FBT Instalment <i>*1142210 & 1145090</i>	Nett Payment / (Refund)
Jul-22	10,304.00	25,115.00	(14,811.00)	(2,306.00)	29,436.00	0.00	12,319.00
Aug-22	19,665.00	39,325.00	(19,660.00)	(2,625.00)	18,625.00	0.00	(3,660.00)
Sep-22	53,787.00	14,375.00	39,412.00	(2,684.00)	18,776.00	0.00	55,504.00
Oct-22	11,014.00	38,865.00	(27,851.00)	(2,354.00)	19,127.00	0.00	(11,078.00)
Nov-22	6,946.00	25,549.00	(18,603.00)	(2,648.00)	18,750.00	0.00	(2,501.00)
Dec-22	29,329.00	23,998.00	5,331.00	(1,438.00)	21,572.00	0.00	25,465.00
Jan-23	19,461.00	31,155.00	(11,694.00)	(1,533.00)	28,707.00	0.00	15,480.00
Feb-23	9,197.00	11,547.00	(2,350.00)	(3,792.00)	21,950.00	0.00	15,808.00
Mar-23	14,522.00	51,221.00	(36,699.00)	(4,453.00)	19,231.00		(21,921.00)
Apr-23			0.00				0.00
May-23			0.00				0.00
Jun-23			0.00				0.00
Total	174,225.00	261,150.00	(86,925.00)	(23,833.00)	196,174.00	0.00	85,416.00


A - B = C (Net GST)

C + D + E + F = G (Nett (Refund/Payment))

9.1.4 DIFFERENTIAL RATES

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	R1.1.1 Rates General
Disclosure of Interest:	Nil
Attachments:	1. Differential Rates Advert 23/24, 2. Objects & Reasons for Differential Rates, 3. Statement of Rating Information

Signature:	Officer	CEO
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Purpose of the Report

- Executive Decision Legislative Requirement

Summary

Council is requested to support the differential rates in the dollar and minimums proposed for the 2023/2024 financial year and advertise the proposed rates for a 21 day comment period. Council are required to seek Minister approval for proposing to impose a Mining GRV differential rate that is more than twice the lowest rate.

Background

In accordance with sections 1.7 and 6.36 of the Local Government Act 1995, Council is required to give local public notice of the intention of Council to impose differential rates, or a minimum payment under a differential rate category.

Local public notice includes publishing in a newspaper circulating in the district, exhibiting on the notice board of the local government office, and exhibiting on the notice board of the library inviting submissions in respect of the following information, for a minimum of 21 days (after 1st May);

- 1) Details of each rate or minimum payment the local government intends to impose,
- 2) Invitation for submissions to be made in respect of the proposed rate or minimum payment and any related matters.

Community / Stakeholder Consultation:

An advertisement on the 1th May 2023 will be included in the public notice section of the Newspaper circulated in the district. The community will have 21 days to make submissions. (22th May 2023)

Comment

The Local Government Act 1995 provides for Councils to levy rates to fund the estimated annual budget deficiency for the forthcoming financial year.
The estimated budget deficit for the 2018/2019 financial year has not yet been finalised, as the detailed budget estimates covering various expense and revenue items are currently being prepared. At present, the amount required from rates to fund the outcomes of the draft budget is in excess of the rate increase proposed of 5%. Staff are revising the draft budget and service levels and are looking at all avenues to reduce the gap, including alternative revenue sources.

In the past Council has adopted rates that are more than twice the minimum differential rate and must therefore seek Ministerial approval, as required by the provisions of the Local Government Act 1995. The Department of Local Government has been scrutinising Council's differential rating strategy each year and may request modifications to be made, if they are not satisfied that the rating strategy is fair and equitable.

It must be understood the purpose of this Agenda Item is to set an estimated Differential Rate so a request can be sent to the Minister after advertising and seeking submissions from the electorate. Invariable the actual rate amount set may differ from the estimate once the valuations have been received from Landgate for the next financial year. However the legislations allows these rate in dollar amounts to be adjusted to reflect the actual valuations by making notation in the Shires Adopted Budget and on the Rate Notices sent out. Such notation is to explain the reason for the difference between the advertise Differential Rate and that impose being due to valuation adjustments from Landgate. The actual Rate Revenue raised will not differ significantly.

The table below shows the rate categories for 2022/2023 and the rate in cents and minimum amounts; GRV Rate Category:

Category	Rate in the \$	Minimum Rate \$
GRV General	7.510	370.00
GRV Mining	21.357	370.00

The Proposed rates for 2023/2024 are listed below:

Category	Rate in the \$	Minimum Rate \$
GRV General	7.9833	370.00
GRV Mining	22.4171	370.00

Statutory Environment

Under section 6.36 of the Local Government Act 1995, Council is required to give local public notice of the intention of Council to impose differential rates, or a minimum payment under a differential rate category. Local public notice includes publishing in a newspaper circulating in the district, exhibiting on the notice board of the local government office, and exhibiting on the notice board of the library inviting submissions in respect of the following information, for a minimum of 21 days;

- Details of each rate or minimum payment the local government intends to impose,
- Invitation for submissions to be made in respect of the proposed rate or minimum payment and any related matters.

Policy Implications

Nil

Strategic Implications

Nil

Financial Implications

The Shire's principal source of income is through rates. It is an essential part of the budget process that the Council consider the level of rates that need to be raised in the context of funding the annual budget. It must also be noted that as other income, such as fees and charges are fixed by external legislation, there is very little scope for the Shire to increase this revenue source to keep up with the rising costs of service provision, therefore, these increasing costs must be borne by increases in rates or you will see a reduction in services.

The Shire has until 31 August each year to adopt the Annual Budget, as the Shire is a growing organisation and as such, we are heavily reliant on receiving rates income to fund our operations, including salaries. With this in mind, setting the level of rates for advertising and allowing the adoption of the annual budget in June, after the

close of the advertising period, is a very high priority to enable rates notices to be issued. The Shire prepares its cash flow based on starting to receive rate payments in late August each year.



Voting Requirements

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That Council:

1. **Reviews and adopts the statements in relation to**
 - a) **Objects and Reasons for implementing a Differential Rate 2023-24**
 - b) **Statement of Rating Information 2023-24**
2. **Support the following differential rates in the dollar and minimum payments for the GRV and UV rated properties, subject to finalisation of the 2023-24 draft budget:**

3.

Category	Rate in the \$	Minimum Rate \$
GRV General	7.9833	370.00
GRV Mining	22.4171	370.00

3. **Seek the Minister for Local Government's approval to impose differential general rates more than twice the lowest rate; and**
4. **That Council publicly advertises its intention to impose differential rates, pursuant to section 6.36 (1) of the Local Government Act 1995 and invites public submissions for a period of twenty one days; and**
5. **That Council consider any submissions in respect of imposition of differential rates as part of the 2023-24 Budget deliberations.**



SHIRE OF WESTONIA

NOTICE OF INTENTION TO LEVY DIFFERENTIAL RATES 2023/2024

Pursuant to Section 6.33 and 6.36 of the Local Government Act 1995, notice is hereby given to ratepayers of the intention of the Shire of Westonia to impose the following differential and minimum rates for the 2023/2024 rating year. This rate is taking into consideration Council's decision at April meeting to impose a 5% rate increase:

RATE IN THE DOLLAR

Category	Rate in the \$	Minimum Rate \$
GRV General	7.9833	370.00
GRV Mining	22.4171	370.00

The proposed rates-in-the-dollar and minimum payments are based on estimates at the time of giving public notice and may change as part of Council's 2023/24 budget consideration. The object and reasons for each proposed rate may be inspected at the Shire Office, Wolfram Street, Westonia during normal business hours or by visiting our web site www.westonia.wa.gov.au. All submissions in writing with reference to the proposed differential rates or minimum payments should be forwarded to the Shire of Westonia no later than 4.00pm Monday 22 May 2023

Bill Price
Chief Executive Officer
Shire of Westonia



SHIRE OF WESTONIA 2023/2024 DIFFERENTIAL RATES STATEMENT OF OBJECTS AND REASONS

Objects and Reasons for Implementing a Differential Rate

In accordance with Section 6.36 of the **Local Government Act 1995** and the Council's "Notice of Intention to Impose Differential Rates", the following

Information details the objectives and reasons for those proposals.

What are Rates?

The raising of rates is the primary source of revenue of all Councils throughout Australia. The purpose of levying rates is to meet Council's proposed budget requirements each year in a manner that is fair and equitable to the ratepayers of the community.

In Western Australia land is valued by Landgate Valuation Services (Valuer General's Office – a State Government agency) and those values are forwarded to each Local Government.

Two types of values are calculated:

- Gross Rental Value (GRV); and
- Unimproved Value (UV)

To calculate the rates to be charged, Council multiplies a rate in the dollar by the supplied value. The rate in the dollar is determined by the level of revenue the Council wishes to raise and is dependent on its proposed budget.

Apart from the need to ensure sufficient revenue to meet its expenditure needs, Council must be mindful of the impact and affordability of rates to the community.

The following are the estimated Differential Rates and Minimum Payments for the Shire of Westonia for the 2023/2024 financial year.

Rating Category	Minimum Rate	Rate in the Dollar (cents)
GRV General	\$370	7.9833
GRV Mining	\$370	22.4171

Differential Rating

Local Governments, under section 6.33 of the Local Government Act, have the power to implement differential rating in order to take into account certain characteristics of the rateable land. These characteristics include:

- The purpose for which the land is zoned under the town planning scheme in force;
- The predominant use for which the land is held or used as determined by the local government; and

Differential rates may be applied according to any, or a combination of the above characteristics. However, local governments are constrained in the range of differential rates that they may impose. That is, a local government may not impose a differential rate which is more than twice the lowest differential rate applied by that local government unless approval from the Minister is sought.

The Shire of Westonia proposes to Differentially Rate all Gross Rental Value (GRV) Mining rates to the Gold Mine as the land has an improved classification. The minimum payments proposed for all rate categories have been set at \$370, which are considered to be the maximum for the long term, with the exception of UV Mining which is set at \$200.00. and infrastructure to the entire community and visitors to the area.

GRV – Residential

The object of the GRV rates and minimum payments is to ensure a fair contribution to the revenue requirements of the Shire, while not imposing additional financial pressure on town residents. The minimum payments proposed for all rate categories have been set at \$370, which are considered to be the maximum for the long term. The proposed rate in dollar for GRV Residential is 7.9833 cents in the dollar.

GRV – Mining

The object of the GRV rates associated with the Gold Mine is to ensure the mine contributes to the maintenance of the Shire's assets and services to the extent that the mining operators and their connections use them. The population of the 160-man mining camp situated in the Westonia townsite almost triples that of the general population of the town and creates a massive burden on the Council's resources. The minimum payments proposed for all rate categories have been set at \$370, which are considered to be the maximum for the long term. The proposed rate in dollar for GRV Mining is 22.4171 cents in the dollar.

UV – Rural

The object of the UV Rural rate is to permit the imposition of rates on Rural Properties that is reasonably proportional to the financial resources of those who will bear the burden of the rates and striking a reasonable balance between the capacity to pay and the fairness of the requirement. The minimum payments proposed for all rate categories have been set at \$370, which are considered to be the maximum for the long term. The proposed rate in dollar for UV Rural is 1.4774 cents in the dollar.

UV – Mining

The object of the UV Mining rate is to ensure a fair contribution to the revenue requirements of the Shire and to permit the imposition of rates on mining tenements that is reasonably proportional to the financial resources of those who will bear the burden of the rates and striking a reasonable balance between the capacity to pay and the fairness of the requirement. The minimum payments proposed for all rate categories have been set at \$200, *as per section 6.35 (4) of the Local Government Act 1995 and Regulation 53 of the Local Government (Financial Management) Regulations 1996* which are considered to be the maximum for the long term, subject to section 6.33 of the Local Government Act. The proposed rate in dollar for UV Mining is 1.4774 cents in the dollar.

GRV Differential Rate - Mining

The Local Government Act 1995 determines that properties of a non-Rural purpose be rated using the Gross Rental Valuation (GRV) as the basis for the calculation of annual rates. The Valuer General determines the GRV for all properties within the Shire of Westonia every five years and assigns a GRV.

The current valuation is effective from 1 July 2019. Interim valuations are provided monthly to Council by the Valuer General for properties where changes have occurred (i.e. subdivisions or strata title of property, amalgamations, building constructions, demolition, additions and/or property rezoning). In such instances Council recalculates the rates for the affected properties and issues interim rates notices.

It refers to all land for which a mining tenement has been issued by the Department of

Mines and Petroleum (DMP), and valued as such by the Valuer General's Office
The valuation determined by the Valuer General for mining tenements is calculated by multiplying the following factors.

- Rental cost of the tenement type (mining lease, prospecting lease, exploration license, petroleum producing licence etc);
- GRV basis as determined by the DMP, and
- Tenement/license area

Objects and Reasons for GRV Mining Differential Rate

Land used for Mining is rated higher than the UV-Rural differential rate to improve fairness and equity outcomes by:

- Ensuring mining rates payable are no less than the average rates payable, per property, in

Policy Area C (General Farming), in part to;

- compensate for the different method and comparatively lower valuation level;
 - to recognise the often short term tenure of mining projects in the region; and
 - to maintain comparability with other commercial operations in the rural sector.
- Applying a percentage premium above the average rates payable, per property, in Policy

Area C (General Farming), at a level determined by the Council, to reflect the following:

- the impacts of higher road infrastructure maintenance costs to Council as a result of frequent very heavy vehicle use over extensive lengths of roads throughout the year;
- additional emergency service arrangements that have to be put in place;
- the monitoring of environmental impacts of clearing, noise, dust and smell;
- planning, building and health assessment cost; and
- additional costs of amenities and services provided to cater for the employees of the mining operations, such as recreation, parking and law, order and public safety.

Minimum Payments

The setting of general minimum payment level within all rating categories is an important method of ensuring all properties contribute an equitable rate amount to non-exclusive services

Submissions

Submissions are invited from any elector or ratepayer with respect to the proposed rates, and any related matter, within a minimum 21 days of the date of this notice. Submissions should be addressed to the Chief Executive Officer, Shire of Westonia, PO Box 11, WESTONIA WA 6423, by 4pm Monday 22 May 2023.

Submissions should be clearly marked 'Submission – 2023/2024 Differential Rates.

Bill Price

Chief Executive Officer

Shire of Westonia.



Statement of Rating Information 2023-24

Including Objects and Reasons for the Current Rating Structure

This Statement is published by the Shire of Westonia in accordance with Section 6.36 of the Local Government Act 1995 to advise the public of its objectives and reasons for implementing differential rates.

The purpose of levying of rates is to meet Council's budget requirements in each financial year in order to deliver services, facilities and community infrastructure. Property valuations provided by the Valuer General are used as the basis for the calculation of rates each year. Section 6.36 of the Local Government Act provides the ability to differentially rate properties based on zoning and/or land use as determined by the Shire of Westonia. The application of differential rating maintains equity in the rating of properties across the Shire, enabling the Council to provide facilities, services and infrastructure to the entire community and visitors to the area.

Gross Rental Values (GRV)

The Local Government Act 1995 provides that properties of a Non-Rural purpose be rated using the Gross Rental Valuation (GRV) as the basis for the calculation of annual rates. The Valuer General determines the GRV for all properties with a non-rural purpose within the Shire of Westonia approximately every five years and provides a GRV. The current valuation is effective from 1 July 2019. Interim valuations are provided regularly to Council by the Valuer General for properties where changes have occurred during the year (i.e. subdivisions or strata title of property, amalgamations, building constructions, demolition, additions and/or property rezoning). In such instances Council recalculates the rates for the affected properties and issues interim rate notices.

GRV – General Rate

All land within the Shire used for non-rural purposes (GRV) is rated using a uniform GRV Rate. The uniform rate is calculated and adopted after the consideration of many factors such as current economic conditions, increases to land valuations as assessed by the Valuer General's Office, the infrastructure and service improvement proposals contained in the Budget, as well as other factors. The rate in the dollar set for the GRV-General category forms the basis for calculating all other GRV differential rates.

Unimproved Values (UV)

The Local Government Act 1995 provides that properties predominantly used for a rural purpose are assigned an Unimproved Value as supplied and reviewed by the Valuer General on an annual basis. The unimproved value of land refers to the market value of the land in its natural state without improvements such as buildings, fences, dams etc. Interim valuations are provided regularly to Council by the Valuer General for properties where changes have occurred during the year (i.e. subdivisions of property, amalgamations, and/or property rezoning). In such instances Council recalculates the rates for the affected properties and issues interim rate notices. It is considered that for this financial year the valuations imposed by the Valuer General

provides the capacity for the additional rate contributions that may be required from different zoning/land use and therefore the need for a differential rate is not deemed necessary.

GRV Differential Rate - Mining

The Local Government Act provides for rural use properties used for mining, exploration or prospecting purposes are assigned a Gross Rental Value supplied and reviewed by the Valuer General. It refers to all land for which a mining tenement has been issued by the Department of Mines and Petroleum (DMP), and valued as such by the Valuer General's Office.

The valuation determined by the Valuer General for mining tenements is calculated by multiplying the following factors.

- Rental cost of the tenement type (mining lease, prospecting lease, exploration license, petroleum producing licence etc);
- GRV basis as determined by the DMP, and
- Tenement/license area

The valuation of mining tenements is not reviewed each year, as occurs with other UV properties and only changes when the tenement rental is amended.

Objects and Reasons for GRV Mining Differential Rate

Land used for Mining is rated higher than the GRV-General rate to improve fairness and equity outcomes by:

- Ensuring mining rates payable are no less than the average rates payable, per property, in part to:
 - compensate for the different method and comparatively lower valuation level;
 - to recognise the often short term tenure of mining projects in the region; and
 - to maintain comparability with other commercial operations in the rural sector.
- Applying a percentage premium above the average rates payable, per property, at a level determined by the Council, to reflect the following:
 - the impacts of higher road infrastructure maintenance costs to Council as a result of frequent very heavy vehicle use over extensive lengths of roads throughout the year;
 - additional emergency service arrangements that have to be put in place;
 - the monitoring of environmental impacts of clearing, noise, dust and smell;
 - planning, building and health assessment cost; and
 - additional costs of amenities and services provided to cater for the employees of the mining operations, such as recreation, parking and law, order and public safety due to the increased population of the 160 man mining camp situated in the Westonia townsite which almost triples the population of the town and creates a massive burden on Council's resources.

Minimum Payments

The setting of general minimum payment level within all rating categories is an important method of ensuring all properties contribute an equitable rate amount to non-exclusive services.

Objections & Appeals

Objections to valuations must be lodged with the Valuer General's Office within 60 days after issue of the rates notice. Rates are still required to be paid if an objection is lodged with a refund paid if the objection is successful. Forms are available from the Shire Office or on our web site.

Under the provisions of the Local Government Act 1995, a property owner is able to lodge an objection to the rates imposed by a Council on the following grounds:

- There is an error on the rate assessment, either in respect to the owners or property details; or
- The characteristics of the land differ from that used in the differential rating system. The objection is to be received within 60 days of the issue of the rate notice.

Please contact Shire Staff if you would like to discuss this matter further.

Pensioner's Discount

Eligible Pensioners are entitled to receive a discount on their rates. Council shall determine the nature and extent of entitlement from details as at 1 July, in relation to ownership and occupation. Also a pro-rata rebate amount will be paid if a person becomes the holder of an eligible card type during the financial year which is effective from the date of registration. A deferral arrangement is also possible.

If the circumstances of a Pensioner, who is already claiming the rebate, have changed during the previous year, they will need to update their details (ie. card number, etc) with Council.

Submissions

Submissions are invited from any elector or ratepayer with respect to the proposed rates, and any related matter, within a minimum 21 days of the date of this notice. Submissions should be addressed to the Chief Executive Officer, Shire of Westonia, PO Box 11, WESTONIA WA 6423, by 4.00pm Monday 22 May 2023.

Submissions should be clearly marked 'Submission – 2023/2024 Differential Rates.

Bill Price
Chief Executive Officer
Shire of Westonia.

9.1.5 ANNUAL FINANCIAL REPORT & FINANCIAL STATEMENTS

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	ES1.6.1
Disclosure of Interest:	Nil
Attachments:	Attachment 6.1.1 Annual Report 22/23
Signature:	Officer CEO



Purpose of the Report

Executive Decision

Legislative Requirement

The Audit Committee adoption of the Annual Report for the 2021/22 financial year is required as per recommendation and recommend to Council for adoption.

Background

The Shire of Westonia auditors have completed the Annual Audit for the financial year ending 30th June 2022 as per the Local Government Act 1995 as amended and the Local Government (Financial Management) Regulations 1996.

The auditors attended Council's offices on the 22-26 August 2022 to complete their final audit.

Comment

All councillors will be presented with a copy of the Annual Report for the 2021/22 Financial year prior to the meeting.

In accordance with section 6.4 of the Local Government Act 1995 a local government is required to prepare an annual financial report for the preceding financial year and submit it to its auditor before 30th September each year.

Following acceptance of the Annual Report by Council, Council is required to hold a general meeting of electors within 56 days. At least 14 days local public notice must be given of an electors meeting. The Annual Electors Meeting must be held prior to Thursday 15th June 2023, noting that the June Council meeting is also this date.

Statutory Environment

Local Government Act 1995 (As Amended)

5.27. Electors' general meetings

- (1) A general meeting of the electors of a district is to be held once every financial year.
- (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.
- (3) The matters to be discussed at general electors' meetings are to be those prescribed.

5.54. Acceptance of annual reports

- (1) Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.

* Absolute majority required.

- (2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by

31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

[Section 5.54 amended by No. 49 of 2004 s. 49.]

5.54. Notice of annual reports

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

Division 4 — General

7.12. A. Duties of local government with respect to audits

(1) A local government is to do everything in its power to —

(a) assist the auditor of the local government to conduct an audit and carry out his or her other duties under this Act in respect of the local government; and

(b) ensure that audits are conducted successfully and expeditiously.

(2) Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.

(3) A local government is to examine the report of the auditor prepared under section 7.9(1), and any report prepared under section 7.9(3) forwarded to it, and is to —

(a) determine if any matters raised by the report, or reports, require action to be taken by the local government; and

(b) ensure that appropriate action is taken in respect of those matters.

(4) A local government is to —

(a) prepare a report on any actions under subsection (3) in respect of an audit conducted in respect of a financial year; and

(b) forward a copy of that report to the Minister,

by the end of the next financial year, or 6 months after the last report prepared under section 7.9 is received by the local government, whichever is the latest in time.

[Section 7.12A inserted by No. 49 of 2004 s. 8.]

Local Government (Financial Management) Regulations 1996

51. Completion of financial report

(1) After the annual financial report has been audited in accordance with the Act the CEO is to sign and append to the report a declaration in the form of Form 1.

(2) A copy of the annual financial report of a local government is to be submitted to the Departmental CEO within 30 days of the receipt by the local government's CEO of the auditor's report on that financial report.

[Regulation 51 amended in Gazette 18 Jun 1999 p. 2639; 20 Jun 2008 p. 2726.]

Policy Implications

Council does not have a policy in relation to this matter.

Strategic Implications

Nil

Financial Implications

Nil.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That the Audit Committee recommends to Council the following:

1. Adopts the Annual Financial Report for the Financial Year 2021/22;
2. Adopts the Audit Report for 2021/22 Financial Year;
3. Adopts the Management Report for the 2021/22 Financial Year;
4. Adopts the Annual Report for the 2021/22 Financial Year inclusive of the above as presented; and
5. Advertises Annual Elector's Meeting be held on (insert date), commencing at (insert time) pm in the Old Miner Hall



SHIRE OF
WESTONIA
A vibrant community lifestyle

2021-22 Annual Report



Contact Us



westonia.wa.gov.au



08 90467063



shire@westonia.wa.gov.au



41 Wolfram Street, Westonia



Acknowledgement Of Country

The Shire of Westonia acknowledges the traditional custodians of this land, the Kalaamaya people of the Noongar nation.

We acknowledge the traditional custodians of the land on which the Shire is located and where we conduct our business. We pay our respects to Elders, past and present.



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Welcome to the Annual Report



The Shire of Westonia is proud to present the annual report for the financial year to 30 June 2022. This report outlines the Shire's financial and operational performance for the year against the key objectives, strategies and priorities of our Strategic Community Plan (SCP), the Corporate Business Plan (CBP) and the annual budget. Overall, this has been a very positive year for our performance.

The Local Government Act 1995 (WA) (LGA) requires local governments to produce an annual report by 31 December each year.

The Shire goes beyond statutory requirements by producing a report that is comprehensive and engaging, detailing a wide range of activities undertaken and services delivered. We view this report as an important tool to inform key stakeholders – residents and ratepayers, local businesses, non-government organisations, our partners and other government departments and agencies – about our achievements and challenges as well as our plans.

The report also provides a platform to inform and engage our employees with information on how well we have performed over the year, how their efforts have contributed to achieving our vision and what to expect in the coming year.

This report is divided into the following main sections:

- **The year in review** – summary of performance
- **Our Shire** – overview of the Shires democratic governance, services and community connections
- **Our performance** –detailed performance results organised according to our 4 strategic themes
- **Our organisation** – structure, corporate governance, workforce profile and safety performance
- **Financial report.**

This is to provide information back to the community on the overall health of the organisation.

Copies of this report can be obtained in the following ways:

In person: Collect a hard copy from the Shire administration office

Online: www.westonia.wa.gov.au

Email: shire@westonia.wa.gov.au

Comments:

Council and Shire of Westonia officers are keen for any feedback you may have on the Annual Report. This can be in writing and dropped off at any shire building or emailed to the shire at: shire@westonia.wa.gov.au



*This has been
a very positive year
for our performance.*



Westonia Discovery

Westonia came into existence with the discovery in 1910 of gold in the area, by a sandalwood cutter named Alfred Weston (May 17, 1876 - September 26, 1924). Initially the area was known as *Weston's Reward* and later as *Westons*.

Alfred David Weston, a sandalwood cutter and part time prospector, the town owes its origin to gold mining. Gold mining is still an important industry in the area, although the shire's primary industry is now wheat and sheep farming. All its streets are named after minerals and the town has preserved a streetscape facade that reflects its Edwardian origins

By 1915 there were two major mines in the area, and the population was in excess of 500. By 1917 the area, by then known as *Westonia*, had a population of more than 2,000. In 1919, low gold prices forced the closure of the mines, and many people left the area.

Westonia was gazetted as a town in February 1926. In 1935 one of the mines reopened, but closed again in 1948, only to be reopened in 1985. The mine then closed once again in 1991. In mid-2009, it was announced that mining would once again commence at Westonia's Edna May Gold Mine, owned and mined by Catalpa Resources. With the first gold pour made in May 2010, coinciding with the centenary of the discovery of gold in the district. In November 2011 the merger of Catalpa Resources and Conquest Mining Limited came the new Controlling Operator Evolution Mining. Then in October 2011 Evolution Mining entered into a binding agreement for the Sale to Ramelius Resources who are still in operation today.

Walking through Westonia is a leap back in time. Established during the gold rush era, the town has restored and rebuilt its fine buildings to create a streetscape straight out of the pioneering era. From the original bank, cafe and green grocer store to the bright red doors on Westonia's fire station, wander through town and imagine life here during the mining boom of the early 1900s.

The township is nestled amid 4,000 hectares of salmon gum, morrell and gimlet woodland, dotted with granite outcrops, as well as remnants of the town's gold mining past.

Hit the four kilometre Woodlands and Wildflowers Heritage Trail to explore the native bushland, taking in Westonia Common woodland and historic points of interest.

Or drive a little way out of town to Boodalin Soak or Sandford Rocks - both are picturesque spots providing the opportunity to explore woodlands, granite outcrops, refreshing pools and diverse native flora.



Time your visit to coincide with spring wildflower season (June to November) and you'll find the arid landscape transformed by a plethora of vibrant wildflowers after replenishing winter rains.

When it's time for refreshments and a rest from exploring this unique outback town and landscape, you'll find everything you need in Westonia, including motel and caravan park accommodation .

CLUB HOTEL.

THE PIONEER HOTEL OF WESTONIA.

FIRST CLASS IN ALL DEPARTMENTS
 A NEW BUNGALOW IS IN COURSE
 OF ERECTION, AND WHICH WILL
 PROVIDE SUPERIOR PRIVATE ACCOMODATION TO
 TRAVELLERS.
 TERMS VERY MODERATE.

Motor Car meets all Trains

WESTONIA CAFÉ.

MRS. M. CARR, PROPRIETRESS.

MEALS 1/6.

BEDS 1/6.

Good Meals and Beds Guaranteed

MOTOR SERVICE.

LEN URWIN.

The Red Flag

Drapery Store

WOLFRAM STREET, WESTONIA

THE RED FLAGS WILL DIRECT YOU.

NO ORDER TOO SMALL
 WESTONIAN Print.

NONE TOO LARGE

CARRABIN COFFEE PLACE

CARRABIN.

GOOD ACCOMODATION FOR TRAVELLERS

Motor Car Between WESTONIA and CARRABIN.

HORSES AND TARPS ON HIRE

H. G. JERSOE.



Our Community in numbers



POPULATION
FORECAST 2021

311

POPULATION
FORECAST 2031

319



AGED
RESIDENTS

96

ESTIMATED
POPULATION
BY 2031



40%

OF HOUSEHOLDS
ARE MADE UP OF
COUPLES AND CHILDREN



46

MEDIAN AGE
OF RESIDENTS



18%

OF RESIDENTS
WERE BORN
OVERSEAS

COVERING AN AREA OF 3,268 SQUARE KILOMETRES, LOCATED IN WESTERN AUSTRALIA'S WHEATBELT, 316KMS EAST OF PERTH, 306 KMS WEST OF KALGOORLIE AND 55KMS EAST OF MERREDIN ON THE WHEATBELT WAY DRIVE TRAIL THE SHIRE OF WESTONIA IS RENOWNED FOR IT'S STUNNING NATURAL WOODLANDS, BREATHTAKING GRANITE OUTCROPS, BEAUTIFUL WILDFLOWERS AND VAST OPEN SKIES

Local industries include Wheat, grain and sheep farming, Gold Mining, Dolomite Mining, Earth Moving, and Heavy Transport

As a snapshot, the Shire manages over 764kms of Unsealed Roads, 121kms of Sealed Roads, gardens, playgrounds and sporting fields.

Shire Attractions include Westonia Facades, Boodalin Soak, Sandford Rock, Elachbutting Rock, Baladjie Rock, Wild Flowers, Woodlands Granite Outcrops, Westonia Common, Historic Westonia Tavern, Rabbit Proof Fence, Old Miners Hall, Golden Pipeline Drive Trail, Hood- Penn Old Club Hotel Museum, and the Wheatbelt Way Drive Trail.

In 2021-2022, the Shire of Westonia balanced its Budget of \$3.6 million to ensure service delivery remained high and the community received value for money.

The above snapshot shows how the communities rates are allocated between Program areas.

This is
your Shire;



A reflection on our Shire

A unique blend of rural, residential, commercial and industrial land.



316km

East of Perth CBD

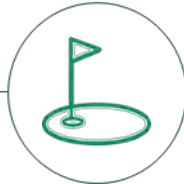
1

PLAYGROUNDS
WITH NATURE
PLAY AREAS



4 ACTIVE
PARKS

INCL. GOLF COURSE,
SPORTING PAVILION,
AND SPORTING GROUNDS



\$114m

GROSS REGIONAL
PRODUCT



CONSERVATION RESERVES

TOTALING **13,147**
HECTARES



1

MUSEUM



128

RESIDENTIAL
DWELLINGS



885

KILOMETRES
ROAD NETWORK



3,628

KILOMETRES
SHIRE LAND AREA



1

RECREATION
CENTRE



1

AQUATIC
CENTRE



92

DOG/CAT
REGISTRATIONS



12

BUILDING
PERMITS ISSUED



1

OPERATIONAL
GOLD MINE



1

LIBRARY

\$155,968

Average Income per
Household before Tax



Shire President's Message

It is with pleasure that I provide this annual report to the community of Westonia which represents the 2021/2022 financial year ending on the 30th June 2022


On behalf of the Shire of Westonia, I would like to acknowledge the contributions provided by John Jefferys who retired from Council this year. He served on Council for 27 continuous years and has guided our Shire to the great place and position that we now are in. We thank you sincerely John for your long service and commitment to the Shire of Westonia.

I congratulate Mark Crees on his nomination and subsequent appointment to Council for the next 4 years. He was elected as Deputy President in October 2021 and we appreciate his knowledge and enthusiasm for Westonia.

Our Shire has continued to successfully balance the important roles of providing quality and value-for-money services to the Westonia community during these uncertain times of Covid19.

Our Shire is in a sound financial position with good reserve levels and no debt. This healthy cash financial position has been achieved due to diligent financial management and the Council's ability to actively pursue outside money from private works opportunities.





We are fortunate to have a vibrant, supportive and caring community in the Shire of Westonia and I sincerely thank our residents, community groups, volunteers and local businesses for their contribution toward making this community a great place to live, work and play.

Thank you to all my fellow Councillors for their support and dedication to serving the community.

We have farewelled Mr Jamie Criddle who admirably filled the position of Chief Executive Officer for the past ten years and I feel sure you will join me in thanking Jamie for his contribution and wishing him well with the future at the Shire of Chapman Valley.

Finally, I would like to thank our Chief Executive Officer, Mr Bill Price and all of the staff at the Shire of Westonia for their ongoing commitment, diligence and enthusiasm in everything they do for our community.

This annual report summarises the key achievements of the past year as well as highlighting the resilience, togetherness and positivity of the Council and community.

KmDay.

Cr Karin Day
Westonia Shire President



Your Council



Council members make important decisions relating to the whole of the district by considering the views of the community. They also work together with the community, the CEO and the Administration to set the strategic direction of the Shire.

Council has no operational standing committees however the following portfolios have been issued to Councillors who meet and attend meetings on an as needs basis.

SHIRE PRESIDENT KARIN DAY

President since: October 2015
Councillor since: 2011 – 2015
Current term expires: October 2023
Gender: Female
Linguistic Background: English
Country of Birth: Australia
Contact: 0428 447 014
cr.day@westonia.wa.gov.au

Portfolio: WEROC, Wheatbelt Communities, WALGA, Community Development, Transport, Development Assessment Panels (proxy to D.Geier), Sport & Recreation

DEPUTY SHIRE PRESIDENT MARK CREES

Councillor since: October 2021
Current term expires: October 2025
Gender: Male
Linguistic Background: English
Country of Birth: Australia
Contact: 0428 447 034
cr.crees@westonia.wa.gov.au

Portfolio: Community Development, Agriculture, (Inc Eastern Wheatbelt Declared Species Group , WALGA, Emergency Services (proxy to D.Geier), WEROC (Proxy to K.Day) Development Assessment Panels & Transport (proxy to K.Day)

CR DAIMON GEIER

Councillor since: October 2017
Current term expires: October 2025
Gender: Male
Linguistic Background: English
Country of Birth: Australia

Contact: 0407 258523
cr.daimon.geier@westonia.wa.gov.au

Portfolio: Community Development, ,Emergency Services, Sport & Recreation, Development Assessment Panels & Bush Fire Representative (proxy to R.Della Bosca)

CR RENAE CORSINI

Councillor since: October 2015
Current term expires: October 2023
Gender: Female
Linguistic Background: English
Country of Birth: Australia

Contact: 0437 168 198
cr.corsini@westonia.wa.gov.au

Portfolio: Community Development, Agriculture, (Inc Eastern Wheatbelt Declared Species Group ,WALGA, Emergency Services (proxy to D.Geier), WEROC (Proxy to K.Day) Development Assessment Panels & Transport (proxy to K. Day)

CR BILL HUXTABLE

Councillor since: October 2013
Current term expires: October 2025
Gender: Male
Linguistic Background: English
Country of Birth: Australia

Contact: 0459 181 932
cr.huxtable@westonia.wa.gov.au

Portfolio: Community Development, Tourism, Sport & recreation), Development Assessment Panels (proxy to M.Crees) & Westonia Progress (Proxy to R.Corsini)

CR ROSS DELLA BOSCA

Councillor since: October 2017
Current term expires: October 2023
Gender: Male
Linguistic Background: English
Country of Birth: Australia

Contact: 0428 467 180
cr.dellabosca@westonia.wa.gov.au

Portfolio: Community Development, Agriculture, (Inc Eastern Wheatbelt Declared Species Group) ,Sport & Recreation, Westonia Progress, Tourism(Proxy to B.Huxtable)

CR JOHN JEFFERYS

Councillor since: October 1994
Current term expired: October 2021
Gender: Male
Linguistic Background: English
Country of Birth: Australia
Portfolio: Community Development, Transport, Development Assessment Panels

Note No Council Member identify as Aboriginal or Torres Strait Islander



11+2

**COUNCIL MEETINGS
+ SPECIAL MEETING
DURING 2021-2022**



1

ELECTORS MEETINGS



6

COUNCIL MEMBERS



4

AUDIT MEETINGS

Council and Committee Meeting Attendance

Council Meetings are held on the third Thursday of each month with the exception of January. All Council meetings are held in the Westonia Council Chambers located in the Westonia Community Resource Centre, 33 Wolfram Street Westonia.

The Council and Committee meetings are open to the public and there is public question time at the beginning of both Council and Committee meetings at which time the general public may ask questions on any Local Government matter.

Under Chapter 2M of the Corporations Act 2001 states that Councillors' attendance at all Council meetings and Committee meetings which they have been appointed a member, be reported in the Annual Report.

The following table details the types of meetings held during 2021/22, the number of meetings held and the attendance of each Council member.

COUNCIL MEMBERS	Ordinary Council	Special Council	Electors AGM	Audit and Risk
Number of meetings held	11	2	1	4
President Cr K. Day	11	2	1	4
Deputy President Cr M Crees <i>*Elected Oct. 2021</i>	8	1	0	3
Cr B. Huxtable	10	2	1	4
Cr DL. Geier	11	2	1	4
Cr J. Jefferys <i>*Retired Oct. 2021</i>	2	1		1
Cr R. DellaBosca	11	2	0	4
Cr R. Corsini	10	1	1	2

Councillor Expenses

It is important that Councillors can carry out their role without being unduly financially disadvantaged. The Shire's Councillor Allowances, Expenses and Recognition policy outlines what support will be provided by the Shire taking into account the responsibilities and commitment of serving as community representatives.

The policy provides for electronic equipment, training, travel and reimbursement of expenses.

A Summary of the Allowances, expenses and fees paid by the Shire of Westonia to Councillors for the financial year are outlined below:

Description	2019/20 actual(\$)	2020/21 actual(\$)	2021/22 actual(\$)
Meeting Fees	21,318	21,318	21,534
Presidents Allowance	5,553	5,553	5,553
Information and Telecommunication allowance	1,200	1,200	1,200
Travelling and other expenses	77	958	678
Corporate Apparel expenses	0	0	1,841
Total	28,148	29,029	30,806



Training and professional development

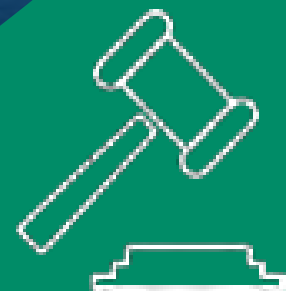
To enable Council members to develop and maintain skills and knowledge relevant to their roles as representatives of the Shire, Council members are encouraged to attend conferences, workshops, forums and training events. Local governments are required to report on training undertaken by Council members each financial year.

On 27 June 2019, the *Local Government Legislation Amendment Act 2019* (the Amendment Act) was passed in parliament which introduced provisions relating to Council Member training and professional development. Council members are required to complete a Council Member Essentials course of training within 12 months of the day on which they are elected. The following table lists mandatory training completed by Council members that were elected after October 2019.

Council Member	Understanding Local Government	Serving On Council	Meeting Procedures	Conflicts of Interest	Understanding Financial Reports and Budgets
President Cr K. Day	•	•	•	•	•
Cr B. Huxtable					
Cr DL. Geier	◆	◆	◆	◆	◆
Cr M. Crees					
Cr R. DellaBosca	•	•	•	•	•
Cr R. Corsini	•	•	•	•	•

◆ Training completed in 2021/22

• Training completed in 2020/21

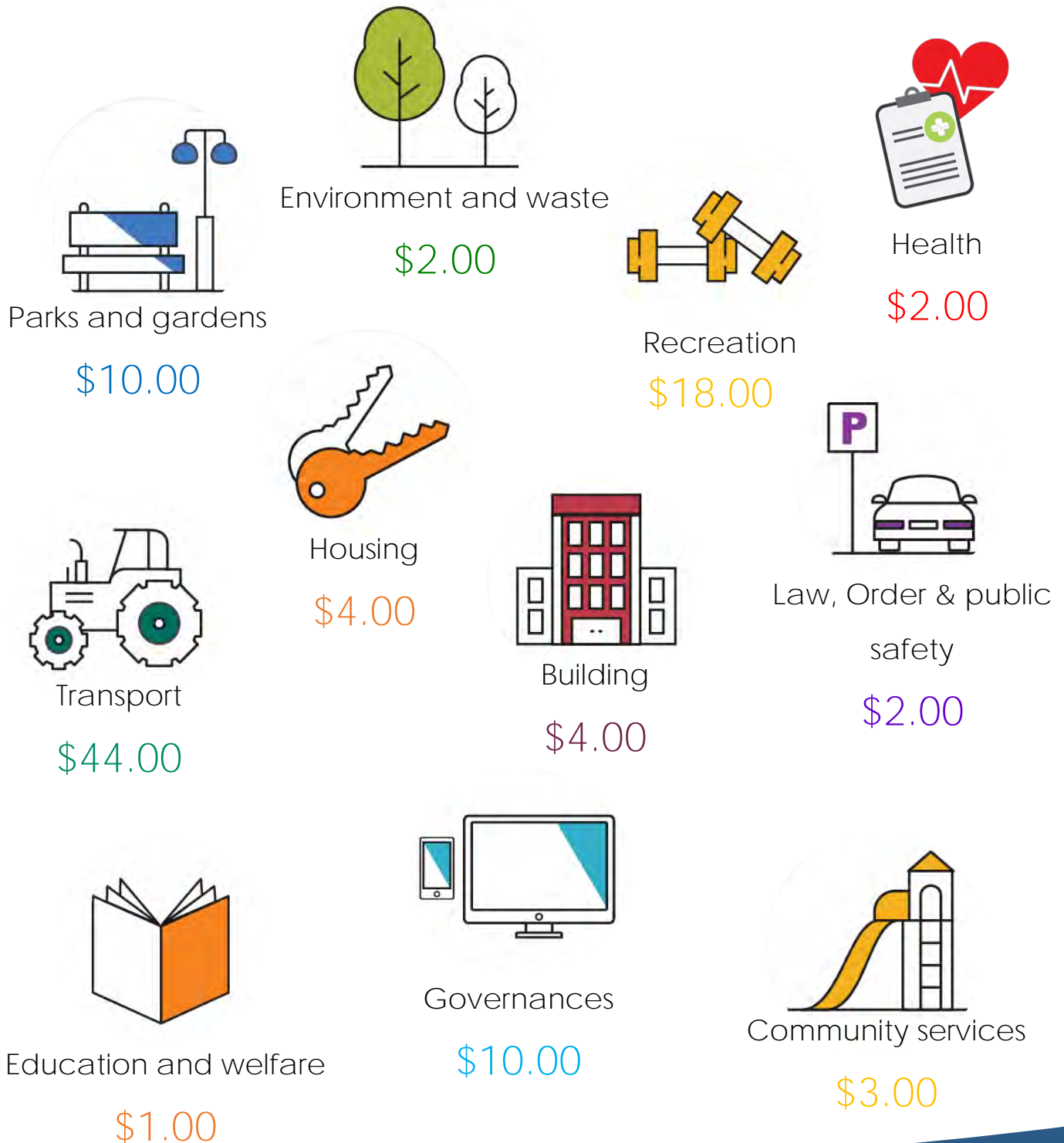


Your Council

Where do my rates go?

Where each **\$1** goes for every \$100 spent

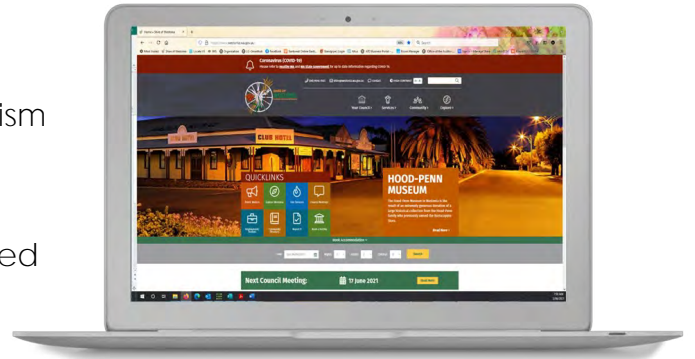
We set our rates based on community needs, the demand for Council services, level of service delivery required and the overall rates affordability.



Digital Performance

FOR THE COMMUNITY TO STAY CONNECTED

Our online advertising has helped build our Tourism sector, engage our target markets, learn more about our primary demographic's interests and desires, and more. While all channels experienced significant growth this year, Facebook and Instagram have proven to be most valuable.



Shires online Services



www.westonia.wa.gov.au

- Page views: 12,052
- Site Sessions: 10,395
- Unique Visitors: 9,178



Facebook

- Reach: 159,220
- Engagement: 79,178
- Followers: 741



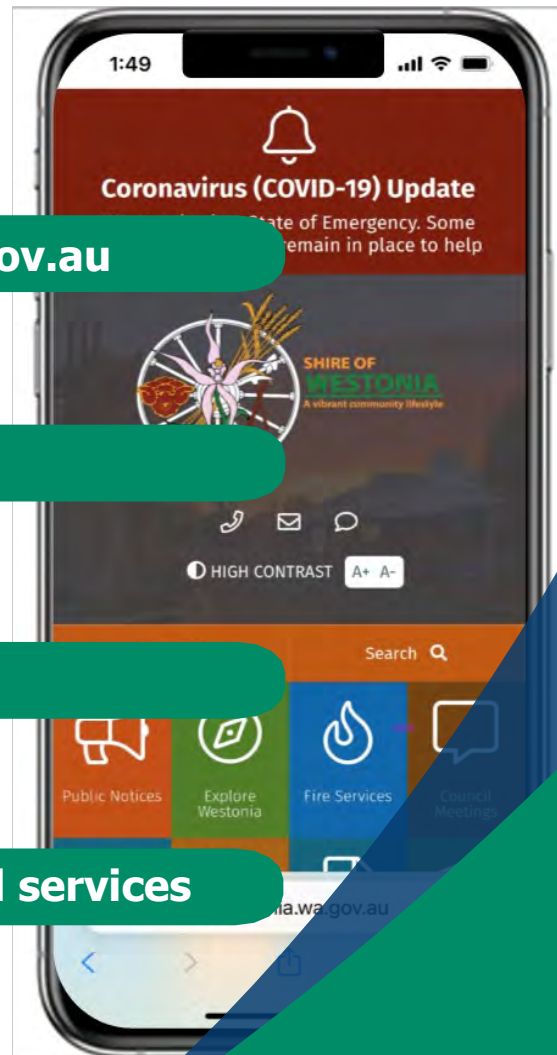
Instagram

- Reach: 76,090
- Impressions: 57,178
- Likes: 1,762

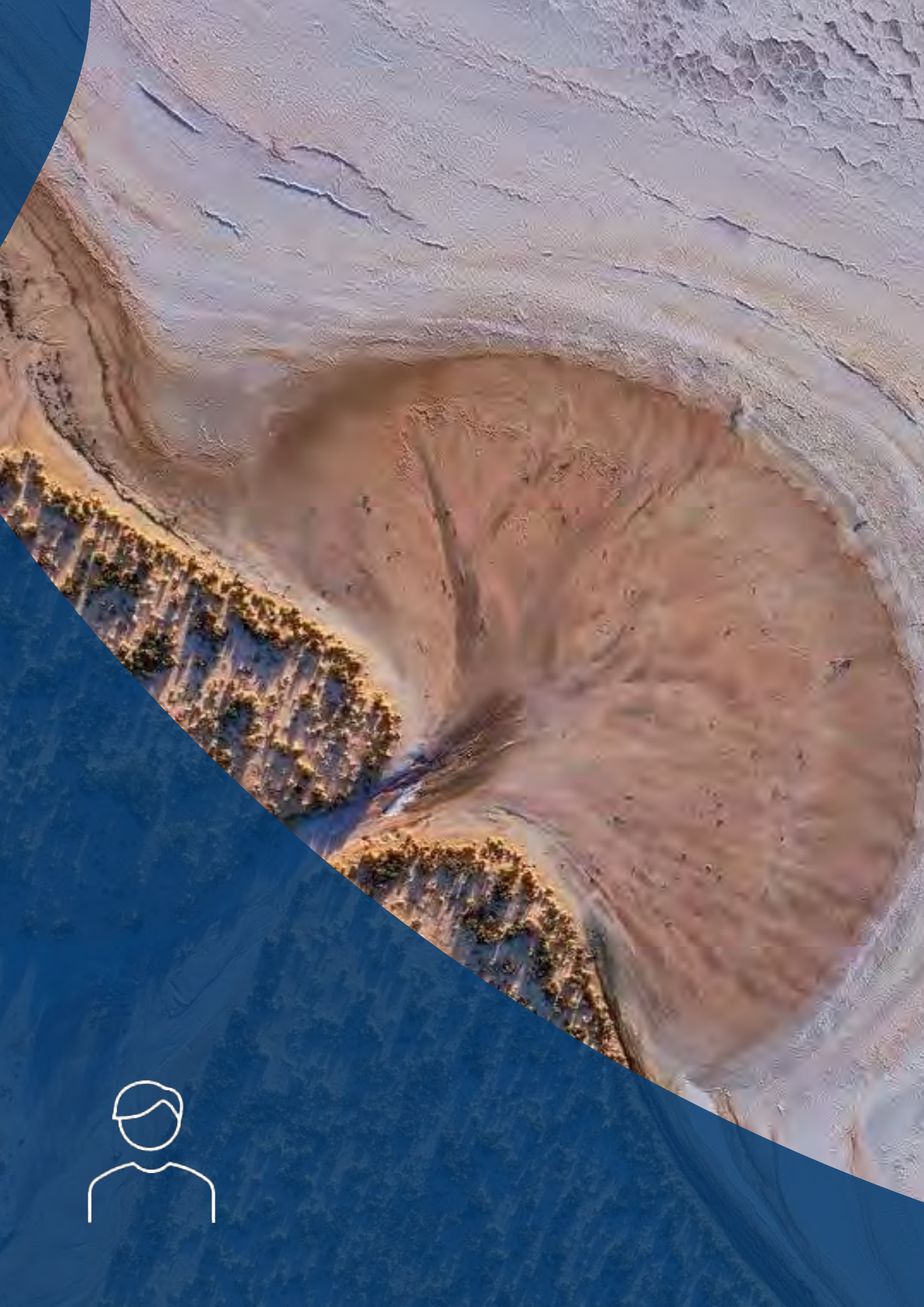


Online payments and services

- 10,7022 Emails Processed
- 62,178 Records Captured



Performance



Chief Executive Officer's Message

2021-22 has been a very busy year for the Shire of Westonia. Our Annual Report is the primary means of providing our community with information on the key milestones achieved throughout the year, our major projects, services and facilities as well as important financial data.

Whether it is our community's demographic or our land uses, the Shire of Westonia is one of diversity.

We as a whole are committed to maintaining financial sustainability and have ended the year in a sound financial position with an untied accrued surplus of \$1.5m with cash backed Reserves of \$3.7m and no debt. I am pleased to report on the following major projects undertaken in 2021-2022 that have provided new and exciting amenities to the community, based on an annual expenditure of \$4.3m

- School Accommodation Units;
- New Staff Housing
- New Marquee;
- New footpaths and repairs to existing footpaths;
- Changeover of a Grader, Multi Tyred Rollers, Mower/Tractor and light vehicles;
- Over \$1.3m worth of road works;

Mentioned above are just a few of the major projects the Shire has completed, continued or embarked on during 2021-22 – all while continuing to provide the facilities and services the community has come to expect from the Shire of Westonia.

This annual report gives a snapshot of what keeps the Shire busy day to day, but only scratches the surface to what our staff give back to our community.

Our Council has provided great leadership throughout the year and I sincerely thank them for the good governance they have provided to our community and their support of our staff.

Finally, Thank you to our staff, who are committed to providing excellent services and facilities to the Westonia Community. Everything we have achieved this year is a credit to their dedication to the Shire and upholding our values. Respect | Inclusiveness | Fairness and Equity | Communication



Bill Price



Major Community, Sporting,

2021



JULY

- Blue Tree Project
- Westonia Business After Hours WBN
- Rams Old Miners hall Movie Theatre



AUGUST

- Scitech Science Week
- War with Grandpa old miners hall Movie Theatre
- Ramelius Resources My Wessie Chilli Rules
- 1 Man & A Bike filming



SEPTEMBER

- Njaka Njaki Aboriginal Culture Tours at Elachbutting Rock
- Sundowner—Farmers Community BBQ
- Westonia Wildflower Tours
- Westonia Music Group



OCTOBER

- Mental Health Week Kids Silent Disco
- Chris Gibbs Band
- Up in Smoke—Pre Harvest Dinner and cooking masterclass
- Childrens Week Design your Own Hat
- Westonia Music Group



NOVEMBER

- CRC Wessy Xmas Markets
- Westonia Music Group



DECEMBER

- Thanks a Volunteer Barbecue
- 1 Man & A Bike TV Show aired
- Shire Seniors Xmas Luncheon



Art and Music Events

2022

JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
<ul style="list-style-type: none"> • Australia Day Sausage Sizzle • Westonia Music Group 	<ul style="list-style-type: none"> • Mens Bowls Open Day 	<ul style="list-style-type: none"> • WEROC Medical Immersion Program 	<ul style="list-style-type: none"> • Campervan & Motorhome Club of Australia • Westonia Music Group • ANZAC Day Memorial • Seniors Games 	<ul style="list-style-type: none"> • Australia's Biggest Morning Tea Cancer Council Fundraiser 	<ul style="list-style-type: none"> • Customer Service Excellence Program – WEROC • Westonia Craft Centre • Business Matters Sundowner

Important events

In 2021/22, the Shire hosted, sponsored and supported various events that provided residents, businesses and visitors with the opportunity to connect within the distinctive and diverse natural and built environments of Westonia

The Shire hosted, sponsored and supported various events throughout the year.





Freedom of Information

The Shire of Westonia is responsible for the good governance of the district and carries out functions as required including statutory compliance and provision of facilities and services.

The Council consists of six elected members. The Council meets once each month except January to make decisions relating to the policy and direction of the Shire. All meetings are open to the public and the meeting dates and venues are advertised to the public. Members of the public are able to ask questions during public question time at the commencement of each meeting.

Council maintains records relating to each property within the Shire and also records the function and administration of the Shire including minutes of meetings, financial interests register, register of delegations, rates book, electoral roll, financial statements and local laws.

These documents can be inspected at the Shire Office, Wolfram Street, Westonia, Monday to Friday between the hours of 8.30am and 5.00pm.

Changes to personal information should be made in writing.

Requests for information under the Freedom of Information Act can be sent to the Chief Executive Officer, Shire of Westonia, Wolfram Street, Westonia WA 6423.

The Shire of Westonia received one (1) application under the *Freedom of Information Act 1992*.

Payments to Employees

The Local Government (Administration) Regulations 1996, regulation 19B requires each local government to provide information in its annual report on the following:

The number of employees of the local government entitled to an annual salary of \$100,000 or more;

The number of those employees with an annual salary entitlement that falls within each band of \$10,000 over \$100,000.

As at 30th June 2022 one employee of the Shire of Westonia was in the annual salary band of \$130,000 - \$140,000.

State Records Act

The State Records Act 2000 requires that the Shire maintains and disposes of all records in the prescribed manner.

Standard 2, Principle 6 – Compliance: Government organisations ensure their employees comply with the record keeping plan.

Rationale:

An organisation and its employees must comply with the organisation's record keeping plan. Organisations should develop and implement strategies for ensuring that each employee is aware of the compliance responsibilities.

Minimum Compliance Requirements:

The record keeping plan is to provide evidence to adduce that:

1. The efficiency and effectiveness of the organisation's record keeping system is evaluated not less than once every 5 years.
2. The organisation conducts a record keeping training program.
3. The efficiency and effectiveness of the record keeping training program is reviewed from time to time.
4. The organisation's induction program addresses employee roles and responsibilities regarding their compliance with the organisation's record keeping plan.

Public Interest Disclosures Act 2009

No public interest disclosures were reported to the Shire during the reporting period.

Delegation Review

The Shire of Westonia has complied with items 1 to 4.

In accordance with Section 5.46 of the *Local Government Act 1995* a review was undertaken of the Shire's Delegations Register during this period, with Council adopting the review at its March 2022 meeting (ref 09/03-22)

Local Law Review

A review is to be conducted within 8 years from the day each Local Law commenced, or from when a report of a review of the Local Law was accepted under s3.16

Section 3.16 of the Local Government Act requires periodic reviews of Local Laws. A Local Government is to carry out a review of a Local Law to determine whether or not it considers that it should remain unchanged, be repealed or amended.

Council is currently undergoing this review.

Minor Complaints

For the purpose of Section 5.121 of the *Local Government Act 1995* Council must report entries recorded in the Register of Complaints during the financial year.

Council did not receive any complaints during the 2021/22 financial year

Publicly Available Information

Information and documents that are required to be available to the public on the Shire's official website under the LG Act are set out below

Legislative Reference	Description of Information and/or document	Website Page Name
5.55A	Annual Report	Annual Reports
s5.96A(1)(c)	Annual Budget	Budget Reports
s5.96A(1)(d)	List of fees and charges	
s5.96A(1)(e)	Current Plans for the future of the district	Integrated planning and reporting
s5.96A(1)(f)	Confirmed minutes of Council or committee meetings	Council meeting dates, agendas and minutes
s5.96A(1)(g)	Minutes of Electors' meeting	
s5.96A(1)(h)	Notice papers, agendas and reports or other documents relating to council or committee meetings	
s5.89A(5)	Register of gifts	Gift and Travel Contributions Register
5.118(3)	Censure notices in respect of a person who is a council member.	Code of Conduct
5.121(3)	Register of complaints of minor breaches	Register of Complaints

100 YEARS OF
LOCAL GOVERNMENT



Our Values

The Shire's organisational culture, built on the foundations of our values, distinguishes us and guides our actions to deliver results. The following values help guide our behaviours and provide the boundaries within which our interactions should occur.

Our values are linked to our vision and mission



Our Vision

A vibrant community lifestyle



Mission

Provide leadership and direction for the community

Respect

We value people and places and the contribution they make to the Shire

Inclusiveness

Be receptive, proactive, and responsive.

Fairness and Equity

Provide services for a variety of ages and needs.

Communication

Create opportunities for consultation with the broad community.

Strategic Community Plan

THREE KEY THEMES

The Shire of Westonia 's Strategic Community Plan 2018-2028 is the overarching document developed to embody the aspirations and goals of the Westonia community. The themes and goals identified underpin the strategies and outcomes that Council and the Shire of Westonia will be measured against to ensure the future desires of the community are attained. The Strategic Community Plan underwent a major review in April 2019 to obtain new feedback from the Westonia community and set new strategic goals based on that feedback.

THE FOLLOWING KEY THEMES HAVE UNDERPINNED AND GUIDED THE WORK DONE BY THE SHIRE OF WESTONIA OVER THE PAST YEAR...



Social

Aspiration

Provide community facilities and promote social Interaction



Governance

Aspiration

Continually enhance the Shire's organisational capacity to service the needs of a growing community



Economic

Aspiration

Support growth and progress, locally and regionally

Integrated Planning

The LG Act requires each local government to have an Integrated Planning and Reporting Framework (IPRF), which has three levels of strategic planning, informed and supported by appropriate resourcing and asset management plans.

The key components of the IPRF are:

Strategic Community Plan (Level 1)

Corporate Business Plan (Level 2)

The Annual Report measures our progress against priorities and aspirations that were developed in consultation with the community and documented in the Shires long term vision, the *Strategic Community Plan 2018-2028*.

The Shires *Corporate Business Plan 2019-2023* provides clarity on the initiatives and services that the Shire is planning or implementing over the next five years, with emphasis on the delivery of the strategic priorities outlined in our *Strategic Community Plan 2018-2028*.

Strategic Community Plan (SCP)

The ten-year SCP sets out the vision and direction of the Council, which is informed by community views and aspirations. Through the three themes of **ECONOMIC**, **SOCIAL** and **GOVERNANCE**, the Council determines the strategies that will guide the next level of business planning and priorities.

A copy of the most recent SCP is available on the Shires website.

These two key strategic documents are then underpinned by a number of informing documents including, but not limited to, the Long Term Financial Plan, Asset Management Plans, Workforce Plan and issues or area-specific plans (see figure 1).

Corporate Business Plan (CBP)

The CBP defines four years of priorities, services, projects and actions to be implemented in order to fulfil the SCP. Accompanying resourcing plans ensure funding and human resources are available as needed.

A copy of the most recent CBP is available on the Shire website.



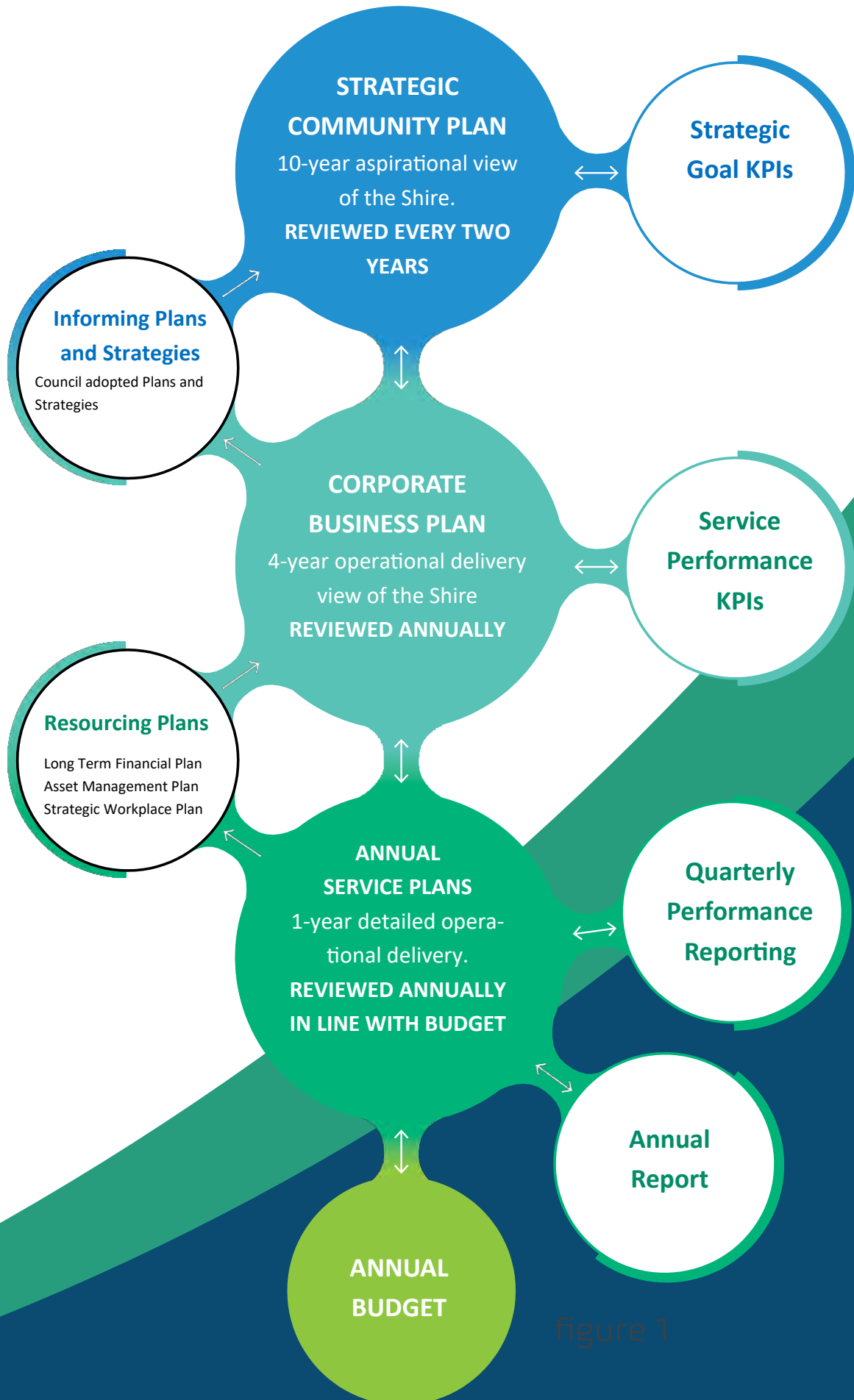
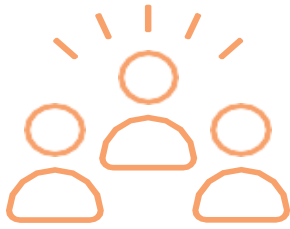


figure 1



Social

We have a unique country lifestyle with an exceptionally strong community spirit, pride and sense of ownership. We are welcoming and we have services, infrastructure and development that connects, supports and strengthens our community for the future. Our community is safe and we care for each other.

OBJECTIVES: Provide community facilities and promote social interaction...

1. Strategy

Plan for community growth and changing demographics.

1. Develop the Town Planning Scheme.
2. Plan and develop residential and industrial land.
3. Community safety and ease of access around town is a priority.
4. Our lifestyle, facilities and sense of community is promoted.
5. The CEACA project continues to expand the number of universally designed dwellings in our town.
6. We support our emergency services.
7. We enable visiting health professionals to our community.
8. The Community Resource Centre receives external funding to provide preventative health and community development initiatives to the community.
9. We facilitate healthy and active ageing in place
10. Our cemetery is well presented.

Outcomes

Our Town Planning Scheme is flexible and encourages growth.

Our rate base is diversified.

Our lifestyle, country hospitality and facilities

attract new populations to the Shire.

People of all ages have access to local and visiting health, well being and leisure services and activities

2. Strategy

Our community has the opportunity to be active, socialised and connected.

1. We collaborate and encourage active engagement in local clubs and community initiatives that support a healthy lifestyle.
2. Investigate motor sport opportunities around the Shire.
3. Preserve and celebrate our local history.
4. Support our volunteers and clubs to remain strong, dynamic, and inclusive.
5. Encourage lifelong learning.
6. Children and youth have active and social opportunities.
7. Continue to provide high standard and accessible shire facilities.
8. Retain and expand Westonia's unique tourism experience.

Outcomes

High standard of events and Shire owned facilities.

3. Strategy

Natural spaces are preserved and bring us value.

1. Sustainably manage our reserves and open spaces.
2. Participate in best practice waste management.
3. Work collaboratively to meet legislative compliance with managing weeds and pests as well as our environmental health standards.
4. Investigate renewable energy generation technologies.

Outcomes

We preserve our natural environment.
Value is generated from our natural environment.

Challenges

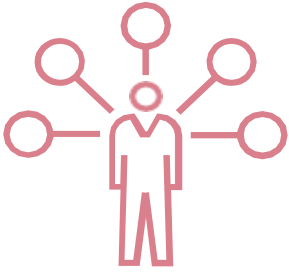
- › Managing natural areas to maintain biodiversity of bushland.
- › Maintaining and improving the Shires service levels within existing resources while servicing an increasing number of residences.
- › Meeting demand for Housing choice and affordability.
- › Ensuring the ongoing provision of high-quality services and facilities for people of all ages.

Highlights

- › Working with Westonia CRC to Achieve community goals.
- › Further Development of the Westonia Town Planning Scheme
- › Diversity of health professionals visiting our Community.
- › Extension to Hood-Penn Museum Continues to grow/ evolve.

CSP 2021/2022 Annual action performance

31% of all annual actions aligned to the Social theme are on Target, 54% are completed and 15% are on hold.



Governance

Provide good strategic decision making, governance, leadership and professional management

OBJECTIVES: Continually enhance the Shire’s organisational capacity to service the needs of a growing community...

4. Strategy

Be progressive and capture opportunities.

1. Be open to local productivity/ best practice and cost saving opportunities locally and regionally.
2. Investigate joint resourcing and tendering
3. Advocate and develop strong partnerships to benefit our community.
4. Be prepared by forward planning our resources and focusing on continuous improvement.
5. Identify risks and opportunities after the life of the mine.

Outcomes

We remain as an independent local government, with strong partnerships and can continue to conduct our business.

5. Strategy

The community receives services in a timely manner.

1. Meet our legislative and compliance requirements.
2. Work towards optimal management of our assets.
3. Work to develop Councillor and staff skills and experience to provide career and succession opportunities within the Shire.
4. Inside and outside staff are multi skilled to understand the business of local government and provide a seamless service to the community.
5. Communicate and engage with our community regularly.

Outcomes

We provide timely services and facilities Leadership is transparent, accountable and representative. We have an adaptable workforce.

6. Strategy

Financial resources meet the ongoing needs of the community.

1. Seek external funding for significant capital improvements that deliver upon our strategic objectives.
2. Investigate ways to reduce reliance on operational grants given the current State and Federal Government priorities.

Outcomes

Our resources enable growth.

Challenges

- › Enhancing capability and capacity to detect and manage increase cyber security risks
- › Implementing works plans to ensure that the provisions of new legislations.
- › Meeting raised community expectations.
- › Sustainable revenue and expenditure.
- › Existing and future services funded.

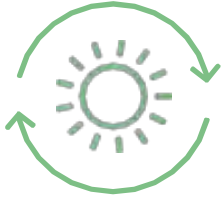
Highlights

- › Working with Others (WERO & CEACA)
- › Good Governance reviewing Corporate documents
- › Reserve allocations continue to

- grow, managed with current and future projects
- › Works in the best interest of the community
 - › Engages with the community and keeps it informed about decisions and its activities
 - › Lobbies and represents the community at all levels of government

CSP 2021/2022 Annual action performance

37% of all annual actions aligned to the Governance theme are on Target, 60% are completed and 3% are on hold.



Economic

Diverse businesses, career opportunities and a vibrant community, relaxed lifestyle, distinctive town site and sustainable physical environment are the foundations of our economy. Tourists and visitors are attracted to the Shire throughout the year, tourism activities drive a quality experience and matched with successful events.

OBJECTIVES: Support growth and progress, locally and regionally...

7. Strategy

Efficient transport connectivity in and around our Shire.

1. Continue to utilise our Road Management Plan, which incorporates a road hierarchy, minimum service levels and maintenance policy.
2. RAV Ratings and Shire boundaries are consistent across local government boundaries.
3. Lobby and build enduring partnerships with key Government Departments to improve Great Eastern Hwy.
4. Actively participate in the Secondary Freight Network group.
5. Develop and implement a Road Asset Plan highlighting key funder and strategic partnerships to support sustainability.
6. Develop a Gravel Reserve Policy which identifies future gravel reserves and recognises cost to local government.
7. Educate road users about road safety and driving on gravel roads.
8. Optimal and safe use of our plant and equipment assets.
9. Ensure that appropriate RAV vehicles traverse correct RAV routes.
10. Maintain our airport with a view to improvements to meet commercial and recreational aviation needs.

Outcomes

The road network is safe and efficient
All blackspots are identified and forward to address them occurs
Plant and equipment is replaced when necessary

Consistent network improvement over time

8. Strategy

Facilitate local business retention and growth.

1. Council recognises the opportunity of partnering with Westonia Progress Association, works closely and supports them to help achieve their economic development projects and our strategic goals.
2. Council continue to have a role in facilitating the presence of a Co-op in our community.
3. Enhance local economic activity by supporting the growth of tourism in our Shire and region including applying for funding to improve tourist facilities.
4. Improve our online tourism presence.
5. We forward plan to improve the economic diversity in our community.
6. In partnership with Council, the mine develops long term business plans for current mine assets.
7. Investigate options for multipurpose accommodation if vacancies arise in mine accommodation.

Outcomes

There are improved local economic growth and financial returns through strategic partnerships.
Tourism flows positively in our shire.
Economic diversity grows in our local economy. We have a strong partnership with the mine.

Challenges

- › Ensuring adequate land and infrastructure is made available to support economic development.

- › Shifting from our current reliance on the construction, manufacturing and retail industries.
- › Strengthening employment. Unemployment in the Shire was 7.8% in the Data Obtained from ABS 2016 Census
- › Support the growth of business.
- › Infrastructure that supports industry growth.
- › A strong local economy and access to jobs.
- › Attract new investments, both public and private.
- › Educational and training opportunities that lead to entrepreneurship or employment.

Highlights

- › Upgrades to Road network and improved RAV Status.
- › Successfully prompting and marketing the Shire for Tourism.
- › High Standard of Sealed Roads, (e.g. Construction of Boodarockin Rd, Warrachuppin Rd re-alignment.)
- › Forward planning for plant and equipment replacement.
- › Increased number of online traffic and engagement on our website and social media
- › Place of Destinations—Westonia Caravan Park and Granite Outcrops increases our capacity to educate and enrich the visitor's experience

CSP 2021/2022 Annual action performance

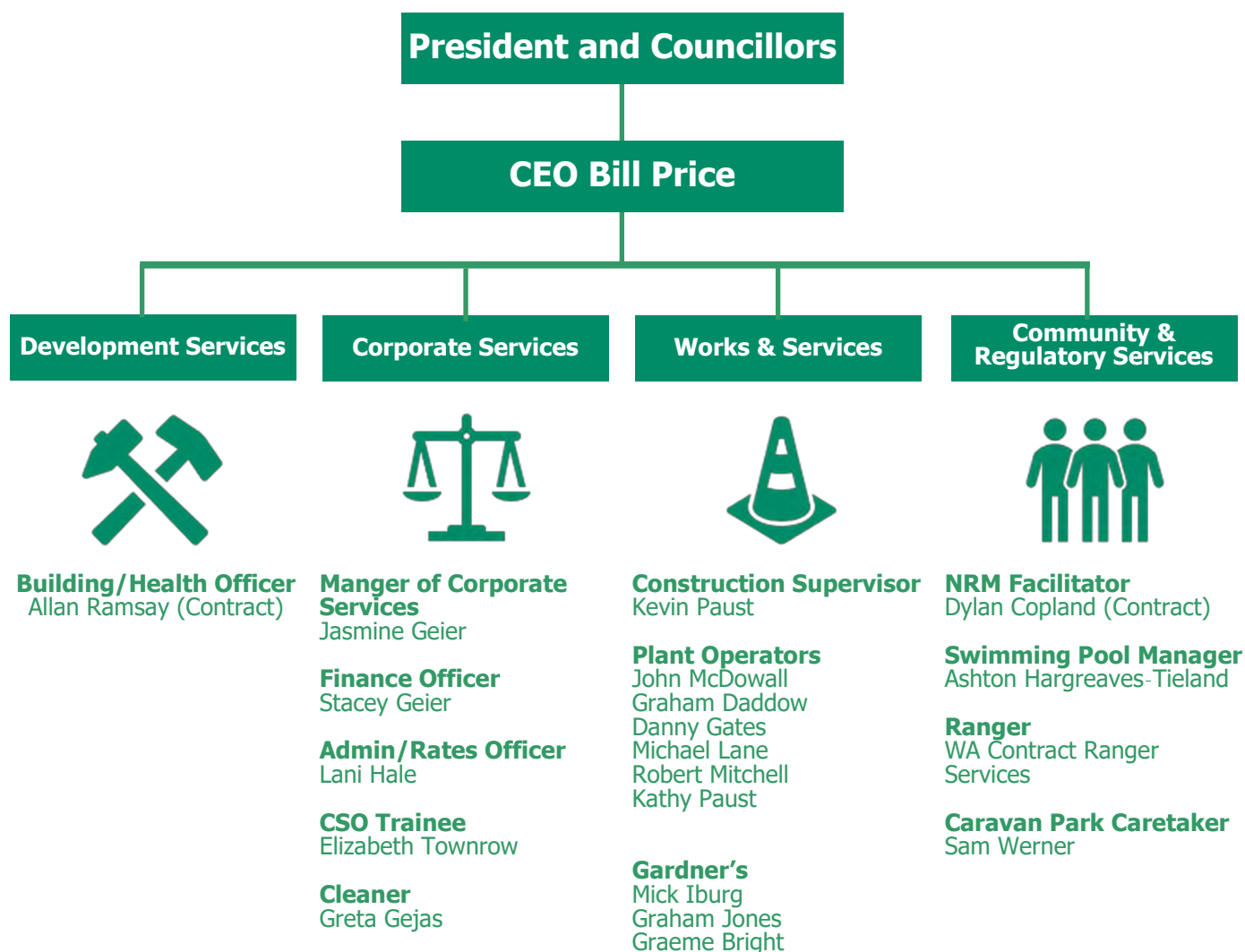
40% of all annual actions aligned to the Economic theme are on Target, 54% are completed and 6% are on hold.



Organisational Structure

The Team and our functional business units

The Chief Executive Officer, Bill Price, is the Shire's most senior officer and provides guidance and direction to staff to ensure that Council's policies and decisions are implemented. The CEO works in close partnership with the Shire President to promote the Shire and to link with the community, tiers of government and business sectors. The overall management of the Shire rests with the CEO who oversees the day-to-day operations while ensuring that Council direction is followed, governance is sound and community outcomes achieved



Workforce

The Shire of Westonia is committed to providing the best services to our community by recruiting and developing employees with the right skills and expertise. The Shire's Workforce Plan, details the workforce type and volume ,required to deliver on our strategic and operational objectives. By "getting the right number of people, with the right skills, in the right jobs, at the right time"

56%

Baby boomers

31%

Gen X

11%

Gen Y

2%

Gen Z

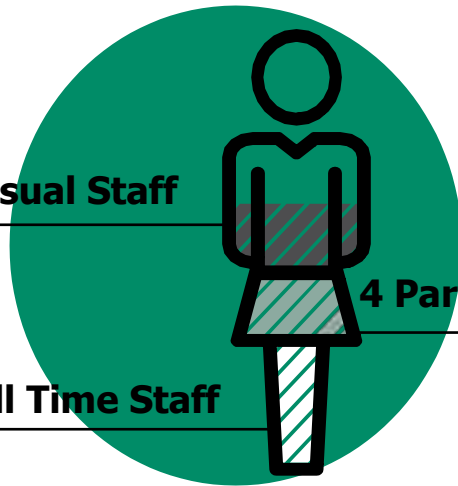
3 Casual Staff

13 Full Time Staff

4 Part Time Staff

20

Employees
16 Full Time Equivalent



30% **70%**
FEMALE MALE



6

Staff completed first attack firefighting equipment Training



5

Admin Staff completed Altus Procurement (PO) Training



18

Staff vaccinated for influenza



Awarded the LGIS Diligence in Safety Tier 2 Certificate



Disability Services

The Shire of Westonia is committed to ensuring that the community is accessible for people with disabilities, their families and their carers.

People with disabilities who live in country areas should be given the support to remain in the community of their own choice. The Shire of Westonia is committed to consulting with people with disabilities, their families and their carers to ensure that the barriers to access are addressed appropriately. The Disability Services Amendment Act 1999 requires Council to report on its Disability Services Plan achievements within its Annual Report. In June 2017 Council adopted the *Disability Access and Inclusion Plan 2017-2021*.

Many of the outcomes and strategies identified within the plan are being implemented on an ongoing basis or have been fully implemented. Currently the CEO and Building /Health Officer is responsible for the implementation of the principles and projects within the Plan. When Council is addressing the issue of accessibility to Council's facilities and functions it is aware that by providing better access for people with disabilities it is providing better access for the whole community. Work continues to improve footpaths and access ways around the townsite as part of recognising the *Disability Access and Inclusion Plan*.



The Disability Services Commission requires Local Governments to report on the seven outcomes relating to DAIPs to the public annually.

Outcome 1:

People with disability have the same opportunities as other people to access the services of, and participate in any events organised by, a public authority.



Outcome 2:

People with disability have the same opportunities as other people to access buildings and other facilities of a public authority.

Outcome 3:

People with disability have the same opportunity as other people to access information in a format that will enable them to access



Outcome 4:

People with disability receive the same level of service from the employees of a public authority as other people receive from the employees of that public authority.

Outcome 5:

People with disability have the same opportunities as other people to make complaints to a public authority.

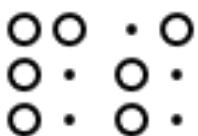


Outcome 6:

People with disability have the same opportunities as other people to participate in any public consultation by a public authority.

Outcome 7:

People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.



Further information can be obtained by contacting the CEO or the Manager of Corporate Services.



Financial overview

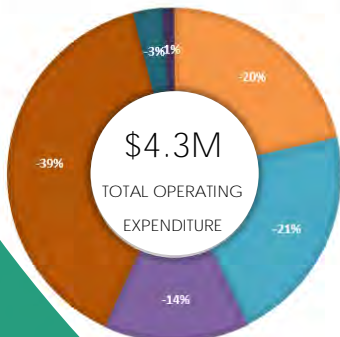
In accordance with the requirements of the Local Government Act 1995 Section 5.53 the Council is required to prepare and include audited financial statements within its Annual Report. Financial statements and notes are presented in Part 2..

REVENUE



RATES	21%
OPERATING GRANTS, SUBSIDIES & CONTRIBUTIONS	48%
FEES AND CHARGES	23%
INTEREST EARNINGS	0%
OTHER REVENUE	8%

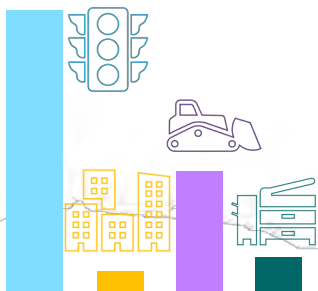
EXPENDITURE



EMPLOYEE COSTS	20%
MATERIAL & CONTRACTS	21%
UTILITY CHARGES	14%
DEPRECIATION	39%
INSURANCE	3%
OTHER EXPENDITURE	1%



CAPITAL WORKS



3M

ROADS & INFRASTRUCTURE

BUILDING

PLANT & EQUIPMENT

FURNITURE & EQUIPMENT

CAPITAL WORKS FOR 2021/22

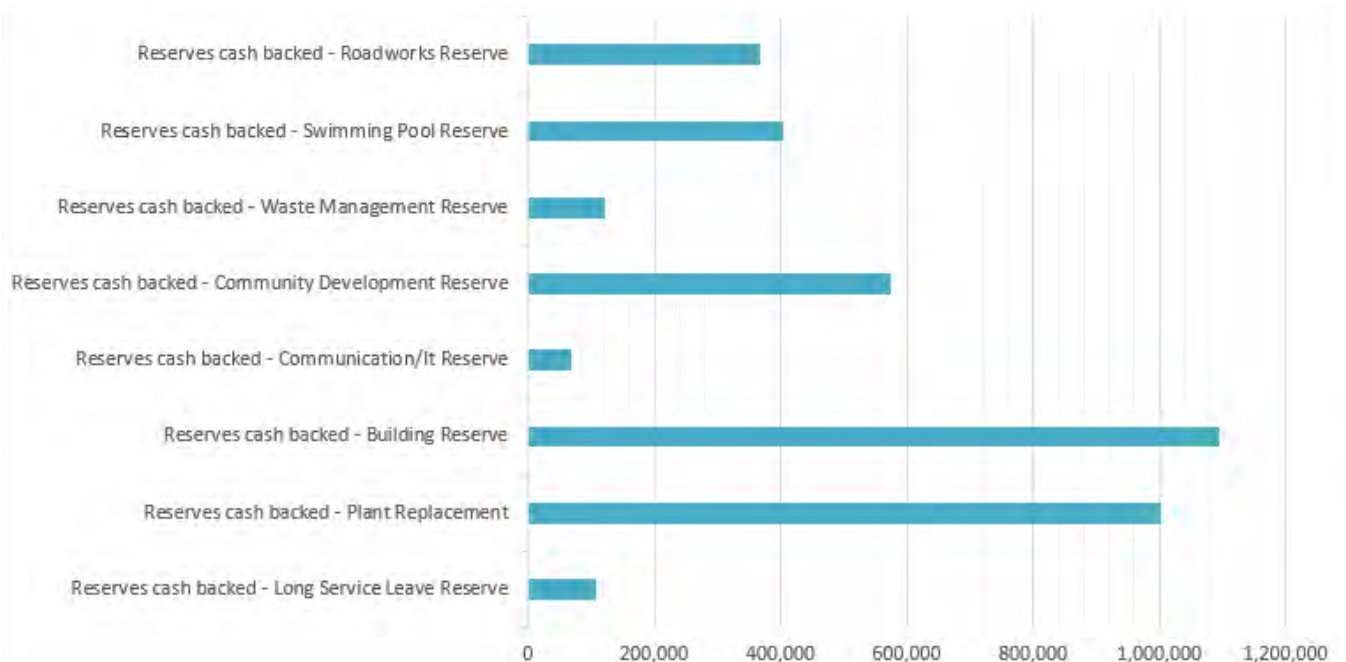
\$1.3M

\$533K

\$1 M

\$113K

CASH BACKED RESERVES




It is Your Shire!

Your Shire is only as good as its people. In Westonia we are lucky to have a wonderful community that supports what we do, is committed to making things better and is passionate about our future.

Community extends to every person, organisation, agency and company that has made varied and valuable contributions to our numerous projects, events, services, and programs in 2021-22.

We would like to thank them, and the many community groups who have worked closely with our staff to create new opportunities and solutions. Council recognises that the resilience and vibrancy of the community is reliant on the strength of its community groups and values their contributions.



A large, rustic wooden wagon wheel stands in a field at night. The wheel is made of dark wood with many spokes and a thick rim. It is positioned on the left side of the frame, leaning slightly. The ground is covered in dry grass and some scattered debris. In the background, there are tall grasses and some dark foliage. The sky is dark and filled with numerous stars, creating a starry night scene. The overall mood is quiet and reflective.

To our many funding partners we also extend our gratitude as without their significant financial support much of what we have achieved for our community over the past year would not have been possible.

We are proud of what we have achieved in partnership with our community. Westonia is an amazing Shire to live, work, play and visit.



Final Section

Audited Financial Statements

Independent Audit Report

The final section of this report outlines the Shire of Westonia finances for 2021/2022 and the ways in which we work with our stakeholders. It provides insight into decision making and summarises the sound financial position of Council moving forward.

SHIRE OF WESTONIA
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

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COMMUNITY VISION

The Shire will endeavour to provide the community services and facilities to meet the needs of the members of the community and enable them to enjoy a pleasant and healthy way of life.

Principal place of business:
41 Wolfram Street
Westonia, WA 6423

**SHIRE OF WESTONIA
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

*Local Government Act 1995
Local Government (Financial Management) Regulations 1996*

The attached financial report of the Shire of Westonia for the financial year ended 30 June 2022 is based on proper accounts and records to present fairly the financial position of the Shire of Westonia at 30 June 2022 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the

12 day of

April 2023



Chief Executive Officer

Bill Price

Name of Chief Executive Officer

SHIRE OF WESTONIA
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	2022 Actual	2022 Budget	2021 Actual
		\$	\$	\$
Revenue				
Rates	22(a),2(a)	1,066,882	1,062,629	1,047,659
Operating grants, subsidies and contributions	2(a)	2,438,518	1,063,017	1,569,374
Fees and charges	21(c),2(a)	1,159,800	310,250	491,907
Interest earnings	2(a)	16,521	18,750	22,225
Other revenue	2(a)	381,961	36,200	325,395
		5,063,682	2,490,846	3,456,560
Expenses				
Employee costs		(934,046)	(1,028,434)	(937,459)
Materials and contracts		(935,540)	(789,056)	(675,922)
Utility charges		(619,907)	(167,150)	(218,731)
Depreciation	9(a)	(1,720,686)	(1,495,340)	(1,460,412)
Finance costs	2(b)	0	0	(482)
Insurance		(126,550)	(117,000)	(113,875)
Other expenditure	2(b)	(61,417)	(46,623)	(79,525)
		(4,398,146)	(3,643,603)	(3,486,406)
		665,536	(1,152,757)	(29,846)
Capital grants, subsidies and contributions	2(a)	894,498	732,100	1,078,721
Profit on asset disposals	9(b)	145,394	560,000	55,260
Loss on asset disposals	9(b)	(674,619)	0	0
		365,273	1,292,100	1,133,981
Net result for the period	14(b), 21(b)	1,030,809	139,343	1,104,135
Other comprehensive income for the period				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	13	2,600,141	0	0
Total other comprehensive income for the period	13	2,600,141	0	0
Total comprehensive income for the period		3,630,950	139,343	1,104,135

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

SHIRE OF WESTONIA
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2022

	NOTE	2022	2021
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	1,700,298	1,408,059
Trade and other receivables	5	295,910	257,819
Other financial assets	4	3,742,158	3,230,514
Inventories	6	19,458	7,414
TOTAL CURRENT ASSETS		5,757,824	4,903,806
NON-CURRENT ASSETS			
Inventories	6	40,339	75,339
Property, plant and equipment	7(a)	12,909,782	10,436,086
Infrastructure	8(a)	43,160,360	42,845,436
TOTAL NON-CURRENT ASSETS		56,110,481	53,356,861
TOTAL ASSETS		61,868,305	58,260,667
CURRENT LIABILITIES			
Trade and other payables	10	279,411	200,188
Other liabilities	11	31,250	158,369
Employee related provisions	12	231,084	207,351
TOTAL CURRENT LIABILITIES		541,745	565,908
NON-CURRENT LIABILITIES			
Employee related provisions	12	37,972	37,119
TOTAL NON-CURRENT LIABILITIES		37,972	37,119
TOTAL LIABILITIES		579,717	603,027
NET ASSETS		61,288,588	57,657,640
EQUITY			
Retained surplus		20,458,681	19,939,518
Reserve accounts	25	3,742,157	3,230,513
Revaluation surplus	13	37,087,750	34,487,609
TOTAL EQUITY		61,288,588	57,657,640

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

**SHIRE OF WESTONIA
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2022**

	NOTE	RETAINED SURPLUS \$	RESERVE ACCOUNTS \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2020		19,270,724	2,795,172	34,487,609	56,553,505
Comprehensive income for the period					
Net result for the period		1,104,135	0	0	1,104,135
Total comprehensive income for the period		1,104,135	0	0	1,104,135
Transfers to reserves	25	(435,341)	435,341	0	0
Balance as at 30 June 2021		19,939,518	3,230,513	34,487,609	57,657,640
Comprehensive income for the period					
Net result for the period		1,030,809	0	0	1,030,809
Other comprehensive income for the period	13	0	0	2,600,141	2,600,141
Total comprehensive income for the period		1,030,809	0	2,600,141	3,630,950
Transfers to reserves	25	(511,646)	511,646	0	0
Balance as at 30 June 2022		20,458,681	3,742,157	37,087,750	61,288,588

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

**SHIRE OF WESTONIA
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2022**

	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		1,069,863	1,062,629	1,038,592
Operating grants, subsidies and contributions		2,394,113	1,063,017	1,569,374
Fees and charges		1,159,800	310,250	574,279
Interest received		16,521	18,750	22,225
Other revenue		381,961	36,200	325,388
		5,022,258	2,490,846	3,529,858
Payments				
Employee costs		(913,387)	(1,028,434)	(888,825)
Materials and contracts		(861,650)	(789,056)	(710,776)
Utility charges		(619,907)	(167,150)	(218,731)
Finance costs		0	0	(482)
Insurance paid		(126,550)	(117,000)	(113,875)
Goods and services tax paid		549	0	(3,147)
Other expenditure		(26,417)	(46,623)	(79,525)
		(2,547,362)	(2,148,263)	(2,015,361)
Net cash provided by (used in) operating activities	14(b)	2,474,896	342,583	1,514,497
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	7(a)	(1,733,386)	(1,970,000)	(999,602)
Payments for construction of infrastructure	8(a)	(1,314,971)	(1,466,000)	(1,431,682)
Non-operating grants, subsidies and contributions		767,379	732,100	1,064,351
Proceeds from financial assets at amortised cost		(578,304)	0	(435,342)
Proceeds from sale of property, plant & equipment	9(b)	645,625	1,611,000	260,000
Net cash provided by (used in) investing activities		(2,182,657)	(1,092,900)	(1,542,275)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	24	0	0	(10,780)
Net cash provided by (used in) financing activities		0	0	(10,780)
Net increase (decrease) in cash held		292,239	(750,317)	(38,558)
Cash at beginning of year		1,408,059	4,689,194	1,446,617
Cash and cash equivalents at the end of the year	14(a)	1,700,298	3,938,877	1,408,059

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

**SHIRE OF WESTONIA
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2022**

	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
NET CURRENT ASSETS - At start of financial year - surplus/(deficit)	23(b)	1,107,385	2,018,833	1,170,180
OPERATING ACTIVITIES				
Revenue from operating activities (excluding general rate)				
Rates (excluding general rate)	22(b)	4,745	4,650	4,519
Operating grants, subsidies and contributions		2,438,518	1,063,018	1,569,374
Fees and charges		1,159,800	310,250	491,907
Interest earnings		16,521	18,750	22,225
Other revenue		381,961	36,200	325,395
Profit on asset disposals	9(b)	145,394	560,000	55,260
		4,146,939	1,992,868	2,468,674
Expenditure from operating activities				
Employee costs		(934,046)	(1,028,434)	(937,459)
Materials and contracts		(935,540)	(789,056)	(675,922)
Utility charges		(619,907)	(167,150)	(218,731)
Depreciation		(1,720,686)	(1,495,340)	(1,460,412)
Finance costs		0	0	(482)
Insurance		(126,550)	(117,000)	(113,875)
Other expenditure		(61,417)	(46,623)	(79,525)
Loss on asset disposals	9(b)	(674,619)	0	0
		(5,072,765)	(3,643,603)	(3,486,406)
Non-cash amounts excluded from operating activities		2,250,108	664,989	1,450,480
Amount attributable to operating activities		1,324,282	(985,746)	432,748
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions		894,498	732,100	1,078,721
Proceeds from disposal of assets	9(b)	645,625	1,611,000	260,000
Purchase of property, plant and equipment	7(a)	(1,733,386)	(1,970,000)	(999,602)
Purchase and construction of infrastructure	8(a)	(1,314,971)	(1,466,000)	(1,431,682)
		(1,508,235)	(1,092,900)	(1,092,563)
Amount attributable to investing activities		(1,508,235)	(1,092,900)	(1,092,563)
FINANCING ACTIVITIES				
Repayment of borrowings	24	0	0	(10,780)
Transfers to reserves (restricted assets)	25	(511,646)	(467,500)	(435,341)
Transfers from reserves (restricted assets)	25	0	795,000	0
Amount attributable to financing activities		(511,646)	327,500	(446,121)
Surplus/(deficit) before imposition of general rates		411,785	267,687	64,244
Total amount raised from general rates	22(a)	1,062,136	1,057,979	1,043,140
Surplus/(deficit) after imposition of general rates	23(b)	1,473,922	1,325,666	1,107,384

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

SHIRE OF WESTONIA
FOR THE YEAR ENDED 30 JUNE 2022
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SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have 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 financial report 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 financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report 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 financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 26 of the financial report.

Judgements and estimates

The preparation of a financial report 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
- impairment of financial assets
- estimation of fair values of land and buildings, and infrastructure.

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES

Revenue Recognition

Revenue recognised during the year under each basis of recognition by nature or types of goods or services is provided in the table below:

For the year ended 30 June 2022

Nature or type	Contracts with customers \$	Capital grant/contributions \$	Statutory Requirements \$	Other \$	Total \$
Rates	0	0	1,066,882	0	1,066,882
Operating grants, subsidies and contributions	2,438,518	0	0	0	2,438,518
Fees and charges	0	0	0	1,159,800	1,159,800
Interest earnings	0	0	1,678	14,843	16,521
Other revenue	0	0	0	381,961	381,961
Non-operating grants, subsidies and contributions	0	894,498	0	0	894,498
Total	2,438,518	894,498	1,068,560	1,556,604	5,958,180

For the year ended 30 June 2021

Nature or type	Contracts with customers \$	Capital grant/contributions \$	Statutory Requirements \$	Other \$	Total \$
Rates	0	0	1,047,659	0	1,047,659
Operating grants, subsidies and contributions	1,569,374	0	0	0	1,569,374
Fees and charges	0	0	0	491,907	491,907
Interest earnings	0	0	1,734	20,491	22,225
Other revenue	0	0	0	325,395	325,395
Non-operating grants, subsidies and contributions	0	1,078,721	0	0	1,078,721
Total	1,569,374	1,078,721	1,049,393	837,793	4,535,281

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES (Continued)

Note	2022 Actual	2022 Budget	2021 Actual
Interest earnings			
Financial assets at amortised cost - self supporting loans	0	0	482
Interest on reserve funds	11,644	15,000	17,771
Rates instalment and penalty interest (refer Note 22(d))	1,678	1,400	1,734
Other interest earnings	3,199	2,350	2,238
	16,521	18,750	22,225
(b) Expenses			
Auditors remuneration			
- Audit of the Annual Financial Report	24,100	21,000	19,400
- Other services	3,045		980
	27,145	21,000	20,380
Finance costs			
Borrowings	24	0	482
	0	0	482
Other expenditure			
Impairment losses on landheld for resale	0	0	28,878
Sundry expenses	61,417	46,623	50,647
	61,417	46,623	79,525

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

3. CASH AND CASH EQUIVALENTS

Cash at bank and on hand
 Petty Cash
Total cash and cash equivalents

Held as
 - Unrestricted cash and cash equivalents

Note	2022	2021
	\$	\$
	1,699,428	1,408,059
	870	0
14(a)	1,700,298	1,408,059
	1,700,298	1,408,059
	1,700,298	1,408,059

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

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

Term deposits are presented as cash equivalents if they have a maturity of three months or less from the date of acquisition and are repayable with 24 hours notice with no loss of interest.

Restricted financial assets

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserves, unspent grants, subsidies and contributions that have not been fully expended in the manner specified by the contributor, legislation or loan agreement and for which no liability has been recognised.

Details of restrictions on financial assets can be found at Note 14.

4. OTHER FINANCIAL ASSETS

Current assets

Financial assets at amortised cost

Other financial assets at amortised cost

Term deposits

Held as

- Restricted other financial assets at amortised cost

	2022	2021
	\$	\$
	3,742,158	3,230,514
	3,742,158	3,230,514
	3,742,158	3,230,514
	3,742,158	3,230,514
14(a)	3,742,158	3,230,514
	3,742,158	3,230,514

SIGNIFICANT ACCOUNTING POLICIES

Other 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.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 20 (i)) due to the observable market rates.

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

Financial assets at fair value through profit and loss

The Shire classifies the following financial assets at fair value through profit and loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Shire has not elected to recognise fair value gains and losses through other comprehensive income.

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 18.

**SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

5. TRADE AND OTHER RECEIVABLES

Current

Rates receivable

Trade and other receivables

Allowance for impairment of receivables

GST receivable

Income Received in advance

Note	2022	2021
	\$	\$
	14,768	20,533
	275,008	235,860
	0	(5,257)
	4,512	5,061
	1,622	1,622
	295,910	257,819

SIGNIFICANT ACCOUNTING POLICIES

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.

Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 18.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other 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.

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

6. INVENTORIES

Note	2022	2021
	\$	\$
Current		
Fuel and materials	19,458	7,414
	19,458	7,414
Non-current		
Land held for resale		
Cost of acquisition	40,339	25,960
Development costs	0	49,379
	40,339	75,339

The following movements in inventories occurred during the year:

Balance at beginning of year	82,753	84,723
Inventories expensed during the year	(24,470)	(29,348)
Inventories sold during the year	(35,000)	(15,076)
Additions to inventory	36,514	42,454
Balance at end of year	59,797	82,753

SIGNIFICANT ACCOUNTING POLICIES

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.

Land held for resale

Land held for development and resale 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.

Land held for resale (Continued)

Borrowing 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 onto the buyer at this point.

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

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

7. PROPERTY, PLANT AND EQUIPMENT

(a) Movements in Balances

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Note	Land \$	Building Works in Progress \$	Buildings - specialised \$	Total land and buildings \$	Furniture and equipment \$	Plant and equipment \$	Total property, plant and equipment \$
Balance at 1 July 2020		174,000	0	7,766,893	7,940,893	309,316	1,902,724	10,152,933
Additions		0	0	18,463	18,463	522,380	458,759	999,602
Disposals		0	0	0	0	0	(204,740)	(204,740)
Depreciation	9(a)	0	0	(327,141)	(327,141)	(41,447)	(143,121)	(511,709)
Balance at 30 June 2021		174,000	0	7,458,215	7,632,215	790,249	2,013,622	10,436,086
Comprises:								
Gross balance amount at 30 June 2021		174,000	0	8,864,693	9,038,693	1,063,204	2,653,761	12,755,658
Accumulated depreciation at 30 June 2021		0	0	(1,406,478)	(1,406,478)	(272,955)	(640,139)	(2,319,572)
Balance at 30 June 2021		174,000	0	7,458,215	7,632,215	790,249	2,013,622	10,436,086
Additions		20,161	246,688	282,354	549,203	113,130	1,071,053	1,733,386
Disposals		(40,000)	0	(599,594)	(639,594)	0	(535,256)	(1,174,850)
Revaluation increments / (decrements) transferred to revaluation surplus	13	(25,600)	0	2,625,741	2,600,141	0	0	2,600,141
Depreciation	9(a)	0	0	(337,809)	(337,809)	(63,443)	(319,384)	(720,636)
Asset Adjustment		0	0	0	0	35,655	0	35,655
Balance at 30 June 2022		128,561	246,688	9,428,907	9,804,156	875,591	2,230,035	12,909,781
Comprises:								
Gross balance amount at 30 June 2022		128,561	246,688	9,428,907	9,804,156	1,218,788	3,030,807	14,053,751
Accumulated depreciation at 30 June 2022		0	0	0	0	(343,197)	(800,772)	(1,143,969)
Balance at 30 June 2022		128,561	246,688	9,428,907	9,804,156	875,591	2,230,035	12,909,782

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

7. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Land and buildings					
Land	2	Market approach using recent observable market data for similar items	Independent Registered Valuer	June 2022	Price per hectare/market borrowing rate
Buildings - specialised	3	Improvements to land valued using cost approach using depreciated replacement cost	Independent Registered Valuer	June 2022	Improvements to land using construction costs and current condition (Level 2) residual values and remaining useful life assessments (Level 3) inputs
Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.					
During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.					
(ii) Cost					
Furniture and equipment		Cost	Cost		Purchase cost
Plant and equipment		Cost	Cost		Purchase cost

**SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

8. INFRASTRUCTURE

(a) Movements in Balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

Note	Infrastructure - roads \$	Other infrastructure - footpaths \$	Other infrastructure - parks & ovals \$	Total Infrastructure \$
Balance at 1 July 2020	40,904,819	212,780	1,244,858	42,362,457
Additions	1,431,682	0	0	1,431,682
Depreciation	9(a) (902,723)	(11,755)	(34,225)	(948,703)
Balance at 30 June 2021	41,433,778	201,025	1,210,633	42,845,436
Comprises:				
Gross balance at 30 June 2021	44,933,216	247,047	1,346,445	46,526,708
Accumulated depreciation at 30 June 2021	(3,499,438)	(46,022)	(135,812)	(3,681,272)
Balance at 30 June 2021	41,433,778	201,025	1,210,633	42,845,436
Additions	1,242,763	72,208	0	1,314,971
Depreciation	9(a) (953,473)	(12,352)	(34,225)	(1,000,049)
Balance at 30 June 2022	41,723,070	260,881	1,176,409	43,160,360
Comprises:				
Gross balance at 30 June 2022	46,175,980	319,255	1,346,445	47,841,680
Accumulated depreciation at 30 June 2022	(4,452,910)	(58,374)	(170,036)	(4,681,320)
Balance at 30 June 2022	41,723,070	260,881	1,176,409	43,160,360

**SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

8. INFRASTRUCTURE (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Infrastructure - roads	3	Cost approach using depreciated replacement cost (Gross revaluation method)	Independent Registered Valuer	June 2018	Construction costs and current condition (Level 2) residual values and remaining useful life assessments (Level 3) inputs.
Other infrastructure - footpaths	3	Cost approach using depreciated replacement cost (Gross revaluation method)	Independent Registered Valuer	June 2018	Construction costs and current condition (Level 2) residual values and remaining useful life assessments (Level 3) inputs.
Other infrastructure - parks & ovals	3	Cost approach using depreciated replacement cost (Net revaluation method)	Independent Registered Valuer	June 2018	Construction/Purchase costs and current condition (Level 2) residual values and remaining useful life assessments (Level 3) inputs.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

9. FIXED ASSETS

(a) Depreciation

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Buildings - specialised	7(a)	337,809	382,140	327,141
Furniture and equipment	7(a)	63,443	67,500	41,447
Plant and equipment	7(a)	319,384	160,000	143,121
Infrastructure - roads	8(a)	953,473	12,000	902,723
Other infrastructure - footpaths	8(a)	12,352	840,000	11,755
Other infrastructure - parks & ovals	8(a)	34,225	33,700	34,225
		1,720,686	1,495,340	1,460,412

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Buildings	30 to 50 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Sealed roads and streets formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads formation	not depreciated
pavement	50 years
Footpaths - slab	20 years
Sewerage piping	100 years
Water supply piping and drainage systems	75 years
Right-of-use (buildings)	Based on the remaining lease
Right-of-use (plant and equipment)	Based on the remaining lease
Intangible assets - computer software licence	5 years

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

9. FIXED ASSETS (Continued)

(b) Disposals of assets

	2022 Actual Net Book Value	2022 Actual Sale Proceeds	2022 Actual Profit	2022 Actual Loss	2022 Budget Net Book Value	2022 Budget Sale Proceeds	2022 Budget Profit	2022 Budget Loss	2021 Actual Net Book Value	2021 Actual Sale Proceeds	2021 Actual Profit	2021 Actual Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Land - freehold land	40,000	0	0	(40,000)	0	0	0	0	0	0	0	0
Buildings - specialised	599,594	0	0	(599,594)	0	0	0	0	0	0	0	0
Plant and equipment	535,256	645,625	145,394	(35,025)	1,051,000	1,611,000	560,000	0	204,740	260,000	55,260	0
	1,174,850	645,625	145,394	(674,619)	1,051,000	1,611,000	560,000	0	204,740	260,000	55,260	0

The following assets were disposed of during the year.

	2022 Actual Net Book Value	2022 Actual Sale Proceeds	2022 Actual Profit	2022 Actual Loss
Land and buildings				
Recreation and culture				
Land -School	40,000	0	0	(40,000)
Swimming pool	599,594	0	0	(599,594)
Plant and Equipment				
Transport				
Toyota Prado - WT111	54,211	70,000	15,789	0
Toyota Hilux Dual Cab - 04WT	26,553	36,000	9,447	0
Toyota Hilux - WT06	13,544	22,251	8,707	0
Multi Tyred Roller	3,214	24,551	21,337	0
Grader	144,577	115,454	0	(29,123)
DynaPac Roller	42,458	78,000	35,542	0
Hamm Roller	87,271	81,369	0	(5,902)
Other property and services				
Toyota LandCruiser - 0WT	71,933	98,000	26,067	0
Toyota LandCruiser - 0WT	91,495	120,000	28,505	0
	1,174,850	645,625	145,394	(674,619)

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

9. FIXED ASSETS (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for indicators of impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

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.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the mandatory measurement framework are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next revaluation date in accordance with the mandatory measurement framework.

Revaluation

The fair value of land, buildings and infrastructure is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on on vested land acquired by the Shire

At the end of each period the carrying amount for each asset class is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires land, buildings, infrastructure, investment properties and vested improvements to be shown at fair value.

Revaluation (continued)

For property, plant and equipment and infrastructure, increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss. Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

Depreciation

The depreciable amount of all property, plant and equipment and infrastructure, 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.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

Depreciation on revaluation

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

10. TRADE AND OTHER PAYABLES

Current

Sundry creditors
 Accrued interest on borrowings
 Accrued payroll liabilities
 ATO liabilities
 Bonds & Deposits Held
 Other payables

	2022	2021
	\$	\$
	159,401	105,226
	0	2,784
	42,981	49,219
	16,561	4
	60,468	42,307
	0	648
	279,411	200,188

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are initially recognised at fair value when the Shire becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

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 usually 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.

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

11. OTHER LIABILITIES

	2022	2021
	\$	\$
Current		
Capital grant/contribution liabilities	31,250	158,369
	31,250	158,369
Reconciliation of changes in capital grant/contribution liabilities		
Opening balance	158,369	0
Additions	31,250	158,369
Revenue from capital grant/contributions held as a liability at the start of the period	(158,369)	0
	31,250	158,369
Expected satisfaction of capital grant/contribution liabilities		
Less than 1 year	31,250	158,369
	31,250	158,369

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

SIGNIFICANT ACCOUNTING POLICIES

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.

Capital grant/contribution liabilities

Capital grant/contribution liabilities represent the Shire's obligations to construct recognisable non-financial assets to identified specifications to be controlled the Shire which are yet to be satisfied. Capital grant/contribution liabilities are recognised as revenue when the obligations in the contract are satisfied.

Non-current capital grant/contribution liabilities fair values are based on discounted cash flows of expected cashflows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 20(i)) due to the unobservable inputs, including own credit risk.

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

12. EMPLOYEE RELATED PROVISIONS

Employee Related Provisions

Current provisions

Employee benefit provisions

Annual Leave

Long Service Leave

Non-current provisions

Long Service Leave

	2022	2021
	\$	\$
Annual Leave	137,415	129,526
Long Service Leave	93,669	77,825
	231,084	207,351
Long Service Leave	37,972	37,119
	37,972	37,119
	269,056	244,470

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

Amounts are expected to be settled on the following basis:

Less than 12 months after the reporting date

More than 12 months from reporting date

Note	2022	2021
	\$	\$
Less than 12 months after the reporting date	235,422	207,351
More than 12 months from reporting date	33,634	37,119
	269,056	244,470

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

The Shire's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

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 statement of financial 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.

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

13. REVALUATION SURPLUS

	2022 Opening Balance	2022 Revaluation Increment	2022 Revaluation (Decrement)	Total Movement on Revaluation	2022 Closing Balance	2021 Opening Balance	2021 Revaluation Increment	2021 Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Revaluation surplus - Land - freehold land	132,242	0	(25,600)	(25,600)	106,642	132,242	0	132,242
Revaluation surplus - Buildings - specialised	1,877,619	2,625,741	0	2,625,741	4,503,360	1,877,619	0	1,877,619
Revaluation surplus - Furniture and equipment	37,580	0	0	0	37,580	37,580	0	37,580
Revaluation surplus - Infrastructure - roads	31,426,257	0	0	0	31,426,257	31,426,257	0	31,426,257
Revaluation surplus - Other infrastructure - footpaths	128,196	0	0	0	128,196	128,196	0	128,196
Revaluation surplus - Other infrastructure - parks & ovals	885,715	0	0	0	885,715	885,715	0	885,715
	34,487,609	2,625,741	(25,600)	2,600,141	37,087,750	34,487,609	0	34,487,609

Movements on revaluation of property, plant and equipment (including infrastructure) are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

14. NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Cash and cash equivalents	3	1,700,298	3,938,877	1,408,059
Restrictions				
The following classes of financial 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	0	(327,500)	0
- Financial assets at amortised cost	4	3,742,158	3,230,514	3,230,514
		3,742,158	2,903,014	3,230,514
The restricted financial assets are a result of the following specific purposes to which the assets may be used:				
Restricted reserve accounts	25	3,742,157	2,903,014	3,230,513
Total restricted financial assets		3,742,157	2,903,014	3,230,513

**(b) Reconciliation of Net Result to Net Cash Provided
By Operating Activities**

Net result		1,030,809	139,343	1,104,135
Non-cash items:				
Depreciation/amortisation		1,720,686	1,495,340	1,460,412
(Profit)/loss on sale of asset		529,225	(560,000)	(55,260)
Changes in assets and liabilities:				
(Increase)/decrease in trade and other receivables		(38,091)		(102,583)
(Increase)/decrease in inventories		22,956		1,970
Increase/(decrease) in trade and other payables		79,223		(30,812)
Increase/(decrease) in employee related provisions		24,586		42,615
Increase/(decrease) in other liabilities		(127,119)		158,369
Non-operating grants, subsidies and contributions		(767,379)	(732,100)	(1,064,351)
Net cash provided by/(used in) operating activities		2,474,896	342,583	1,514,495

**(c) Undrawn Borrowing Facilities
Credit Standby Arrangements**

Credit card limit		13,000		13,000
Total amount of credit unused		13,000		13,000

Loan facilities

Loan facilities - current		0		0
Loan facilities - non-current		0		0
Total facilities in use at balance date		0		0

Unused loan facilities at balance date

NIL

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

15. CAPITAL COMMITMENTS

	2022	2021
	\$	\$
Contracted for:		
- plant & equipment purchases	188,779	0
	<hr/>	<hr/>
	188,779	0
Payable:		
- not later than one year	188,779	0

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

16. RELATED PARTY TRANSACTIONS

(a) Elected Member Remuneration

Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Elected member Cr Day			
President's annual allowance	5,553	5,589	5,553
Meeting attendance fees	3,589	3,589	3,553
ICT expenses	200	200	200
Travel and accommodation expenses	257	250	257
	9,599	9,628	9,563
Elected member Cr Crees			
Meeting attendance fees	2,692	0	0
ICT expenses	200	0	0
Travel and accommodation expenses	164	0	0
	3,056	0	0
Elected member Cr Huxtable			
Meeting attendance fees	3,589	3,589	3,553
ICT expenses	200	200	200
	3,789	3,789	3,753
Elected member Cr Geier			
Meeting attendance fees	3,589	3,589	3,553
ICT expenses	200	200	200
	3,789	3,789	3,753
Elected member Cr Della Bosca			
Meeting attendance fees	3,589	3,589	3,553
ICT expenses	200	200	200
Travel and accommodation expenses	86	250	155
	3,875	4,039	3,908
Elected member Cr Corsini			
Meeting attendance fees	3,589	3,589	3,553
ICT expenses	200	200	200
Travel and accommodation expenses	78	250	78
	3,867	4,039	3,831
Elected member Cr Jefferys			
Meeting attendance fees	897	3,589	3,553
ICT expenses	200	200	200
Travel and accommodation expenses	94	250	468
	1,191	4,039	4,221
	29,166	29,323	29,029

Fees, expenses and allowances to be paid or reimbursed to elected council members.

	2022 Actual \$	2022 Budget \$	2021 Actual \$
President's annual allowance	5,553	5,589	5,553
Meeting attendance fees	21,534	21,534	21,318
ICT expenses	1,400	1,200	1,200
Travel and accommodation expenses	679	1,000	958
	29,166	29,323	29,029

(b) Key Management Personnel (KMP) Compensation

The total of compensation paid to KMP of the Shire during the year are as follows:

	2022 Actual \$	2021 Actual \$
Short-term employee benefits	402,911	369,745
Post-employment benefits	41,513	47,147
Employee - other long-term benefits	9,836	7,969
	454,260	424,861

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

Short-term employee benefits

These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

Post-employment benefits

These amounts are the current-year's cost of the Shire's superannuation contributions made during the year.

Other long-term benefits

These amounts represent long service leave entitlements accruing during the year.

Council member costs

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

16. RELATED PARTY TRANSACTIONS

(c) Transactions with related parties

Transactions between related parties and the Shire are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

In addition to KMP compensation above the following transactions occurred with related parties:

Purchase of goods and services

Amounts payable to related parties:

Trade and other payables

	2022 Actual	2021 Actual
	\$	\$
Purchase of goods and services	695,157	191,094
Trade and other payables	3,789	69

(d) Related Parties

The Shire's main related parties are as follows:

i. Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any council member, are considered key management personnel.

ii. Other Related Parties

An associate person of KMP was employed by the Shire under normal employment terms and conditions.

Any entity that is controlled by or over which KMP, or close family members of KMP, have authority and responsibility for planning, directing and controlling the activity of the entity, directly or indirectly, are considered related parties in relation to the Shire.

iii. Entities subject to significant influence by the Shire

An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence.

Significant influence may be gained by share ownership, statute or agreement.

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

17. JOINT ARRANGEMENTS

Share of joint operations

In 2003/04, Council, in conjunction with the Housing Authority (previously Homewest), entered into a Joint Venture Housing Agreement to construct 3 x 2 bedroom Young Singles and Childless Couples' units on Lot 1, Pyrites Street on Deposited Plan 33835 in Westonia. The terms of the joint arrangement estimated for council to contribute \$28,250 in Land Costs and \$70,000 in cash contribution and construction costs out of a total estimated project cost of \$406,922 which equated to an estimated equity of 24.14%. The actual costs borne by the Council were \$48,508 in land and siteworks, \$60,000 in cash contribution and \$5,786 for additional amenities and landscaping out of a total GST inclusive project cost of \$467,056, which equated to an actual equity of 24.47%. In 2007/2008 Council constructed a patio for the cost of \$8,876 and in 2009/10 a carport for \$9,023.

The agreement with the Housing Authority (previously Homeswest) represents a joint operation and requires the Shire to account for its share of the assets and related liabilities as well as the Shires' share of all expenses and revenue relating to the arrangement. Fair Value assessment of the property was undertaken in 2021/22 along with all other Council Land and Building Assets. The amount shown below is 24.14% of the value of assets under this agreement which has a fair value of \$425,000 as at 30 June 2022.

The initial term of the agreement is 25 years, expiring on 28 April 2028.

Statement of Financial Position

	2022 Actual	2021 Actual
	\$	\$
Land and Building	102,595	77,325
Less- accumulated depreciation	0	(23,181)
Total assets	102,595	54,144

Statement of Comprehensive Income

Other revenue	12,750	11,050
Other expenditure	(7,455)	(25,976)
Profit/(loss) for the period	5,295	(14,926)
Other comprehensive income	2,089	0
Total comprehensive income for the period	7,384	(14,926)

SIGNIFICANT ACCOUNTING POLICIES

Joint operations

A joint operation is a joint arrangement where the Shire has joint control with another party to the joint arrangement. All parties to joint arrangements have rights to the assets, and obligations for the liabilities relating to the arrangement.

Assets, liabilities, revenues and expenses relating to the Shire's interest in the joint operation are accounted for in accordance with the relevant Australian Accounting Standard.

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

18. FINANCIAL RISK MANAGEMENT

This note explains the Shire's exposure to financial risks and how these risks could affect the Shire's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk - interest rates	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The Shire does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

(a) Interest rate risk

Cash and cash equivalents

The Shire's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the Shire to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the Shire to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents, term deposits, and Treasury bonds held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
2022					
Cash and cash equivalents	0.01%	1,700,298	0	1,699,428	870
Financial assets at amortised cost - term deposits	2.10%	3,742,158	3,742,158	0	0
2021					
Cash and cash equivalents	0.01%	1,408,059	0	1,408,059	0
Financial assets at amortised cost - term deposits	0.40%	3,230,514	3,230,514	0	0

Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2022	2021
	\$	\$
Impact of a 1% movement in interest rates on profit and loss and equity*	16,994	14,081

* Holding all other variables constant

Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The Shire manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The Shire does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 24.

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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18. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

Trade and Other Receivables

The Shire's major receivables comprise rates annual charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Shire manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the Shire to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The Shire is able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

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.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2021 or 1 July 2022 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables. Housing prices and unemployment rates have been identified as the most relevant factor in repayment rates, and accordingly adjustments are made to the expected credit loss rate based on these factors.

The loss allowance as at 30 June 2022 and 30 June 2021 for rates receivable was determined as follows:

	Less than 1 year past due	More than 1 year past due	More than 2 years past due	More than 3 years past due	Total	Note
30 June 2022						
Rates receivable						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	11,564	1,211	1,035	958	14,768	
Loss allowance	0	0	0	0	0	5
30 June 2021						
Rates receivable						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	14,540	3,106	1,984	903	20,533	
Loss allowance	0	0	0	0	0	5

The loss allowance as at 30 June 2022 and 30 June 2021 was determined as follows for trade receivables.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total	
30 June 2022						
Trade and other receivables						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	251,070	12,832	4,000	7,106	275,008	
Loss allowance	0	0	0	0	0	5
30 June 2021						
Trade and other receivables						
Expected credit loss	0.00%	0.00%	0.00%	73.80%		
Gross carrying amount	201,982	0	26,755	7,123	235,860	
Loss allowance	0	0	0	5,257	5,257	5

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

18. FINANCIAL RISK MANAGEMENT (Continued)

(c) Liquidity risk

Payables

Payables are subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Shire manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 14(c).

The contractual undiscounted cash flows of the Shire's Payables are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
	\$	\$	\$	\$	\$
<u>2022</u>					
Trade and other payables	279,411	0	0	279,411	279,411
	<u>279,411</u>	<u>0</u>	<u>0</u>	<u>279,411</u>	<u>279,411</u>
<u>2021</u>					
Trade and other payables	200,188	0	0	200,188	200,188
	<u>200,188</u>	<u>0</u>	<u>0</u>	<u>200,188</u>	<u>200,188</u>

**SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

19. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

There were no events occurring after balance date that have a significant effect on the financial statements.

20. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) 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.

b) 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.

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

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

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) Statement of Financial Position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

e) Budget comparative figures

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

f) 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.

g) Fair value of assets and liabilities

Fair value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Interest earnings

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

i) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

j) Impairment of assets

In accordance with Australian Accounting Standards the Shire's cash generating non-specialise assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regularity to ensure the carrying value does not differ materially from that which would be determined using fair value at the end of the reporting period.

k) Initial application of accounting standards

During the current year, no new or revised Australian Accounting Standards and Interpretations were compiled, became mandatory and were applicable to its operations.

New accounting standards for application in future years

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

- AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current
- AASB 2020-3 Amendments to Australian Accounting Standards - Annual Improvements 2018-2020 and Other Amendments
- AASB 2021-2 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates
- AASB 2021-7 Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections

It is not expected these standards will have an impact on the financial report.

**SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

21. FUNCTION AND ACTIVITY

(a) Service objectives and descriptions

Shire operations as disclosed in this financial report encompass the following service orientated functions and activities.

Objective	Description
<p>Governance To provide a decision making process for the efficient allocation of scarce resources.</p>	Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.
<p>General purpose funding To collect revenue to allow for the provision of services.</p>	Rates, general purpose government grants and interest revenue.
<p>Law, order, public safety To provide services to help ensure a safer and environmentally conscious community.</p>	Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.
<p>Health To provide an operational framework for environmental and community health.</p>	Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.
<p>Education and welfare To provide services to disadvantaged persons, the elderly, children and youth.</p>	Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.
<p>Housing To provide and maintain elderly residents housing.</p>	Provision and maintenance of elderly residents housing.
<p>Community amenities To provide services required by the community.</p>	Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.
<p>Recreation and culture To establish and effectively manage infrastructure and resource which will help the social wellbeing of the community.</p>	Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.
<p>Transport To provide safe, effective and efficient transport services to the community.</p>	Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.
<p>Economic services To help promote the shire and its economic wellbeing.</p>	Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.
<p>Other property and services To monitor and control Shire's overheads operating accounts.</p>	Private works operation, plant repair and operation costs and engineering operation costs.

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

21. FUNCTION AND ACTIVITY (Continued)

(b) Income and expenses

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
Income excluding grants, subsidies and contributions			
Governance	0	1,150	27
General purpose funding	1,084,883	1,082,130	1,070,604
Law, order, public safety	5,224	4,900	1,022
Health	2,810	2,000	4,161
Education and welfare	10,527	8,749	13,105
Housing	159,004	163,500	162,785
Community amenities	10,146	(40,800)	(58,374)
Recreation and culture	3,956	53,700	72,289
Transport	95,345	415,000	20,421
Economic services	540,425	88,500	94,361
Other property and services	858,238	209,000	562,045
	2,770,558	1,987,829	1,942,446
Grants, subsidies and contributions			
General purpose funding	2,145,194	633,017	1,335,819
Law, order, public safety	37,641	37,500	35,958
Health	6,250	0	0
Education and welfare	246,138	90,500	0
Housing	0	160,500	0
Community amenities	0	52,000	71,272
Recreation and culture	86,403	100	890
Transport	791,570	791,500	882,924
Economic services	19,820	30,000	321,232
	3,333,016	1,795,117	2,648,095
Total Income	6,103,574	3,782,946	4,590,541
Expenses			
Governance	(389,643)	(336,313)	(279,374)
General purpose funding	(35,804)	(38,500)	(30,944)
Law, order, public safety	(85,572)	(86,130)	(77,235)
Health	(51,345)	(38,200)	(38,653)
Education and welfare	(32,571)	(43,050)	(26,878)
Housing	(183,522)	(179,096)	(154,604)
Community amenities	(104,080)	(134,266)	(89,869)
Recreation and culture	(839,171)	(828,148)	(790,378)
Transport	(1,349,948)	(1,551,000)	(1,376,275)
Economic services	(823,419)	(383,900)	(386,732)
Other property and services	(1,177,690)	(25,000)	(235,464)
Total expenses	(5,072,765)	(3,643,603)	(3,486,406)
Net result for the period	1,030,809	139,343	1,104,135

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

21. FUNCTION AND ACTIVITY (Continued)

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
(c) Fees and Charges			
General purpose funding	0	150	27
Law, order, public safety	824	900	1,016
Health	0	0	297
Education and welfare	9,782	8,000	11,191
Housing	159,004	161,000	162,785
Community amenities	10,146	11,200	12,898
Recreation and culture	3,955	1,700	1,016
Transport	4,523	0	0
Economic services	540,425	88,300	94,199
Other property and services	431,142	39,000	208,478
	1,159,800	310,250	491,907
(d) Total Assets			
Governance	31,820	21,945	
General purpose funding	384,037	284,472	
Law, order, public safety	253,901	145,700	
Health	43,400	31,920	
Education and welfare	521,451	268,910	
Housing	3,731,181	2,888,479	
Community amenities	1,722,711	1,099,482	
Recreation and culture	2,126,243	2,732,834	
Transport	42,606,052	43,383,048	
Economic services	2,744,327	2,858,707	
Other property and services	3,325,785	991,588	
Unallocated	4,377,397	3,553,582	
	61,868,305	58,260,667	

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

22. RATING INFORMATION

(a) General Rates

RATE TYPE Rate Description	Basis of valuation	Rate in \$	Number of Properties	2021/22 Actual Rateable Value *	2021/22 Actual Rate Revenue	2021/22 Actual Interim Rates	2021/22 Actual Back Rates	2021/22 Actual Total Revenue	2021/22 Budget Rate Revenue	2021/22 Budget Interim Rate	2021/22 Budget Back Rate	2021/22 Budget Total Revenue	2020/21 Actual Total Revenue
Residential	Gross rental valuation	0.07222	51	650,115	46,950	4,003	0	50,953	46,950			46,950	45,146
Mining	Gross rental valuation	0.20536	2	1,305,800	268,159	0	0	268,159	268,159			268,159	267,628
Rural/Pastoral	Unimproved valuation	0.01626	122	44,721,943	727,000	34	0	727,034	727,000	34		727,034	713,290
Mining	Unimproved valuation	0.01626	5	140,028	2,276	154	0	2,430	2,276			2,276	2,806
Sub-Total			180	46,817,886	1,044,385	4,191	0	1,048,576	1,044,385	34	0	1,044,419	1,028,870
Minimum payment													
Residential	Gross rental valuation	355	15	23,507	5,325			5,325	5,325			5,325	6,035
Rural/Pastoral	Unimproved valuation	355	17	107,757	6,035			6,035	6,035			6,035	6,035
Mining	Unimproved valuation	200	11	26,707	2,200			2,200	2,200			2,200	2,200
Sub-Total			43	157,971	13,560	0	0	13,560	13,560	0	0	13,560	14,270
			223	46,975,857	1,057,945	4,191	0	1,062,136	1,057,945	34	0	1,057,979	1,043,140
Total amount raised from general rates								1,062,136				1,057,979	1,043,140
* Rateable value is based on the value of properties at the time the rate is raised.													
(b) Rates (excluding general rates)													
Ex-gratia Rates													
UV - Rural/Pastoral	Unimproved valuation	0,025	2	109,500	4,745			4,745	4,650			4,650	4,519
Sub-Total			2	109,500	4,745	0	0	4,745	4,650	0	0	4,650	4,519
Total amount raised from rates (excluding general rates)								4,745				4,650	4,519
(c) Total Rates								1,066,881				1,062,629	1,047,659

The entire balance of rates revenue has been recognised at a point in time in accordance with AASB 1058 *Income for not-for-profit entities*.

SHIRE OF WESTONIA
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2022

22. RATING INFORMATION (Continued)

(d) Interest Charges & Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge \$	Instalment Plan Interest Rate %	Unpaid Rates Interest Rate %
Option One				
Single full payment	8/09/2021	0.0	0.00%	11.00%
Option Two				
First instalment	8/09/2021	12.0	5.50%	11.00%
Second instalment	12/01/2022	12.0	5.50%	11.00%
Option Three				
First instalment	8/09/2021	12.0	5.50%	11.00%
Second instalment	10/11/2021	12.0	5.50%	11.00%
Third instalment	12/01/2022	12.0	5.50%	11.00%
Fourth instalment	16/03/2022	12.0	5.50%	11.00%

	2022 Actual \$	2022 Budget \$	2021 Actual \$
Interest on instalment plan	1,678	1,400	1,734
Charges on instalment plan	3,200	1,250	2,238
	4,878	2,650	3,972

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

23. RATE SETTING STATEMENT INFORMATION

		2021/22 Budget	2021/22	2020/21
	2021/22 (30 June 2022 Carried Forward)	(30 June 2022 Carried Forward)	(1 July 2021 Brought Forward)	(30 June 2021 Carried Forward)
Note	\$	\$	\$	\$
(a) 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 Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .				
Adjustments to operating activities				
Less: Profit on asset disposals	9(b)	(145,394)	(560,000)	(55,260)
Less: Movement in liabilities associated with restricted cash		0	(270,351)	0
Add: Loss on disposal of assets	9(b)	674,619	0	0
Add: Depreciation	9(a)	1,720,686	1,495,340	1,460,412
Non-cash movements in non-current assets and liabilities:				
Employee benefit provisions		853	0	10,053
Inventory		35,000	0	35,272
Non-cash amounts excluded from operating activities		2,285,764	664,989	1,450,477
(b) Surplus/(deficit) after imposition of general rates				
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.				
Adjustments to net current assets				
Less: Reserve accounts	25	(3,742,157)	(2,903,014)	(3,230,513)
Total adjustments to net current assets		(3,742,157)	(2,903,014)	(3,230,513)
Net current assets used in the Rate Setting Statement				
Total current assets		5,757,824	4,903,806	4,903,806
Less: Total current liabilities		(541,745)	(404,776)	(565,908)
Less: Total adjustments to net current assets		(3,742,157)	(2,903,014)	(3,230,513)
Net current assets used in the Rate Setting Statement		1,473,922	1,596,016	1,107,385

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

24. BORROWING

Purpose	Note	Actual							Budget			
		Principal at 1 July 2020	New Loans During 2020-21	Principal Repayments During 2020-21	Principal at 30 June 2021	New Loans During 2021-22	Principal Repayments During 2021-22	Principal at 30 June 2022	Principal at 1 July 2021	New Loans During 2021-22	Principal Repayments During 2021-22	Principal at 30 June 2022
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Self Supporting Loans												
School Bus Loan		10,358	0	(10,358)	0	0	0	0	0	0	0	0
Total Self Supporting Loans		10,358	0	(10,358)	0	0	0	0	0	0	0	0
Total Borrowings		10,358	0	(10,358)	0	0	0	0	0	0	0	0

* WA Treasury Corporation

Self supporting loans are financed by payments from third parties.

Borrowing Interest Repayments

Purpose	Note	Function and activity	Loan Number	Institution	Interest Rate	Actual for year ending 30 June 2022	Budget for year ending 30 June 2022	Actual for year ending 30 June 2021
						\$	\$	\$
Self Supporting Loans Interest Repayments								
School Bus Loan			6	WA Treasury	3.09%	0	0	(482)
Total Self Supporting Loans Interest Repayments						0	0	(482)
Total Interest Repayments	2(b)					0	0	(482)

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

25 RESERVE ACCOUNTS

	2022 Actual Opening Balance	2022 Actual Transfer to	2022 Actual Transfer (from)	2022 Actual Closing Balance	2022 Budget Opening Balance	2022 Budget Transfer to	2022 Budget Transfer (from)	2022 Budget Closing Balance	2021 Actual Opening Balance	2021 Actual Transfer to	2021 Actual Transfer (from)	2021 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by council												
(a) Reserves- Long Service Leave Reserve	108,703	392	0	109,095	108,703	1,000	0	109,703	108,018	685	0	108,703
(b) Reserves- Plant Replacement	998,756	3,600	0	1,002,356	998,757	260,000	(435,000)	823,757	985,732	13,024	0	998,756
(c) Reserves- Building Reserve	840,828	253,031	0	1,093,859	840,828	70,000	(300,000)	610,828	736,006	104,822	0	840,828
(d) Reserves- Communication/It Reserve	68,579	248	0	68,827	68,579	500	0	69,079	68,147	432	0	68,579
(e) Reserves- Community Development Reserve	573,435	2,067	0	575,502	573,435	3,000	(60,000)	516,435	470,299	103,136	0	573,435
(f) Reserves- Waste Management Reserve	121,593	438	0	122,031	121,593	500	0	122,093	90,970	30,623	0	121,593
(g) Reserve- Swimming Pool Reserve	351,980	51,269	0	403,249	351,980	2,000	0	353,980	300,000	51,980	0	351,980
(h) Reserves- Roadworks Reserve	166,639	200,601	0	367,240	166,639	130,500	0	297,139	36,000	130,639	0	166,639
	3,230,513	511,646	0	3,742,157	3,230,514	467,500	(795,000)	2,903,014	2,795,172	435,341	0	3,230,513

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserves - cash/financial assets backed.

In accordance with Council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reserve	Anticipated date of use	Purpose of the reserve
(a) Reserves- Long Service Leave Reserve	Ongoing	- to be used to fund annual and long service leave requirements.
(b) Reserves- Plant Replacement	Ongoing	- to be used for the purchase of major plant.
(c) Reserves- Building Reserve	Ongoing	- to be used for the purchase of land and construction of major buildings and facilities.
(d) Reserves- Communication/It Reserve	Ongoing	- to be used for the purpose of upgrading IT equipment and rebroadcasting equipment.
(e) Reserves- Community Development Reserve	Ongoing	- to be used for the development of land, buildings and facilities for the community.
(f) Reserves- Waste Management Reserve	Ongoing	- to be used for ongoing waste management strategies.
(g) Reserve- Swimming Pool Reserve	Ongoing	- to be used for redevelopment of the Westonia Memorial Swimming Pool.
(h) Reserves- Roadworks Reserve	Ongoing	- to be used for upgrades/maintenance to Boodarockin Rd and Koorda Bullfinch Rd (M40)

SHIRE OF WESTONIA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

26 TRUST FUNDS

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

	<u>1 July 2021</u>	<u>Amounts Received</u>	<u>Amounts Paid</u>	<u>30 June 2022</u>
	\$	\$	\$	\$
LGMA - Receipts	4,672	0	0	4,672
Westonia Historical Society	19,145	2,000	0	21,145
Cemetry Committee	8,405	7,000	0	15,405
	<u>32,222</u>	<u>9,000</u>	<u>0</u>	<u>41,222</u>



Our Ref: 8389

7th Floor, Albert Facey House
469 Wellington Street, Perth

Mr Arthur Price
Chief Executive Officer
Shire of Westonia
41 Wolfram Street
WESTONIA WA 6423

Mail to: Perth BC
PO Box 8489
PERTH WA 6849

Tel: 08 6557 7500
Email: info@audit.wa.gov.au

Email: ceo@westonia.wa.gov.au

Dear Mr Price

ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2022

The Office has completed the audit of the annual financial report for your Shire. In accordance with section 7.12AD (2) of the *Local Government Act 1995*, we enclose the Auditor General's auditor's report, together with the audited annual financial report.

We have also forwarded the reports to the President and the Minister for Local Government, as required by the Act. You are required to publish the annual report, including the auditor's report and the audited financial report, on your Shire's official website within 14 days after the annual report has been accepted by your Council.

Management Control Issues

While the result of the audit was generally satisfactory, I would like to draw your attention to the attached listing of deficiencies in internal control and other matters that were identified during the audit. These matters have been discussed with management and their comments have been included in the attachment.

Please note that the purpose of our audit was to express an opinion on the financial report. The audit included consideration of internal control relevant to the preparation of the financial report in order to design audit procedures that were appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control.

An audit is not designed to identify all internal control deficiencies that may require management attention. The matters being reported are limited to those deficiencies that have been identified during the audit that are of sufficient importance to warrant being reported. It is possible that other irregularities and deficiencies may have occurred and not been identified as a result of our audit.

Unresolved matter from prior audit

We also draw your attention to the Matter Outstanding from Prior Audit issue set out in the attachment. We would appreciate your attention to this matter before next year's audit.

The date that your entity provided its annual financial report to the Office and the date the Office has assessed that a good and complete set of financial statements was provided, have been recorded for purposes of reporting to Parliament. The date recorded for the receipt of your financial statements was 2 August 2022. The date that the Office has recorded for our receipt of a good and complete set of financial statements was 3 April 2023.

This letter has been provided for the purposes of the Shire and the Minister for Local Government and may not be suitable for other purposes.

I would like to take this opportunity to thank you, the management and the staff of the Shire for their cooperation with the audit team during our audit.

Feel free to contact me on 6557 7574 if you would like to discuss these matters further.

Yours faithfully

Renuka Venkatraman
Acting Senior Director
Financial Audit
14 April 2023

Attach



Auditor General

INDEPENDENT AUDITOR'S REPORT 2022 Shire of Westonia

To the Councillors of the Shire of Westonia

Opinion

I have audited the financial report of the Shire of Westonia (Shire) which comprises:

- the Statement of Financial Position at 30 June 2022, the Statement of Comprehensive Income by Nature or Type, Statement of Changes in Equity, and Statement of Cash Flows and Rate Setting Statement for the year then ended
- Notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial report:

- is based on proper accounts and records
- is presents fairly, in all material respects, the results of the operations of the Shire for the year ended 30 June 2022 and its financial position at the end of that period
- is in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

The Chief Executive Officer (CEO) is responsible for the preparing and the Council for overseeing, the other information. The other information is the information in the entity's annual report for the year ended 30 June 2022, but not the financial report and my auditor's report.

My opinion on the financial report does not cover the other information and, accordingly, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

Responsibilities of the Chief Executive Officer and Council for the financial report

The Chief Executive Officer of the Shire is responsible for:

- preparation and fair presentation of the financial report in accordance with the requirements of the Act, the Regulations and Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- assessing the Shire's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

Auditor's responsibilities for the audit of the financial report

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf.

My independence and quality control relating to the report on the financial report

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements*, the Office of the Auditor General maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Matters relating to the electronic publication of the audited financial report

This auditor's report relates to the financial report of the Shire of Westonia for the year ended 30 June 2022 included in the annual report on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the Shire to confirm the information contained in the website version.

Renuka Venkatraman
Acting Senior Director Financial Audit
Delegate of the Auditor General for Western Australia
Perth, Western Australia
14 April 2023

9.1.6 COUNCIL POLICY MANUAL – CHANGE TO CREDIT CARD POLICY

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	A2.8.5
Disclosure of Interest:	Nil
Attachments:	Nil

Signature:	Officer	CEO
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Purpose of the Report

Executive Decision

Legislative Requirement

Summary

To complete a review of Council's Credit Card Policy.

Background

Council consideration in adopting Wording Changes Council's Credit Card Policy last reviewed in May 2020

Comment

Council's Policy Manual was last reviewed in May 2020. The objectives of the Policy Manual are:

- to provide Council with a formal written record of all policy decisions;
- to provide staff with precise guidelines in which to act in accordance with Council's wishes;
- to enable staff to act promptly in accordance with Council's requirements but without continual reference to Council;
- to enable Councillors to adequately handle enquiries from electors without undue reference to the staff or Council;
- to enable Council to maintain a continual review of Council policy decisions and to ensure they are in keeping with community expectations, current trends and circumstances; and
- to enable ratepayers to obtain immediate advice on matters of Council Policy.

A copy of the Policy Manual is attached which includes any new policies adopted by Council since the last review.

Councillors are requested to also review the policies and advise the CEO of any requested changes.

Modify POLICY NO 6.4 Credit Card

Statutory Environment

Local Government Act 1995 – Section 2.7(2)(b) Role of Council.

A key role of Council is to determine the local government's policies.

Local Government Act 1995 – Section 5.42 Delegation of some powers and duties to CEO.

In order for the CEO to carry out the duties and tasks contained within the policy, appropriate delegations need to be in place.

Local Government (Financial Management) Regulations 1996 – Regulations 5 and 11.



Policy Implications

Review of Council Policies



Strategic Implications

N/A



Financial Implications

There are no direct financial implications in relation to this item.



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council reviews the current policies, makes changes and adopts the policies contained within the Credit Card Policy.



POLICY NO	6.4
POLICY SUBJECT	CREDIT CARD
ADOPTION DATE	JUNE 2013
LAST REVIEW	MAY 2020 (COUNCIL RES: 06/05-20)

6.4 Credit Card

STATEMENT OF INTENT

The purpose of this Policy is to provide appropriate internal controls and guidelines regarding usage of Shire of Westonia Corporate Credit Cards in accordance with Local government Financial Management Regulation 11 (1) (a).

OBJECTIVE

To ensure that Council and employees are familiar with the protocols and processes involved in using Shire of Westonia Corporate Credit Cards for purchases.

POLICY STATEMENT

This Policy applies to all employees who are provided with a Shire of Westonia Corporate Credit Card.

This Policy does not negate the preferred option of purchasing for the Shire of Westonia i.e.: purchase orders and invoicing. The use of Shire of Westonia Corporate Credit Cards is strictly limited to those purchases where standard purchasing options are not available.

General Practices

- a) Shire of Westonia Corporate Credit Cards are strictly to be used for Shire of Westonia purposes only and are not to be used for personal transactions under any circumstance.
- b) Misuse of a Shire of Westonia Corporate Credit Card will result in repayment of any incurred debt and disciplinary action.
- c) Full record keeping and accountability applies with the usage of Corporate Credit Cards.
- d) All paperwork and documentation relating to the usage of Corporate Credit Cards must be provided to the Manager of Corporate Services to ensure appropriate and accurate record-keeping occurs.
- e) Employees issued with a Shire of Westonia Corporate Credit Card must take responsible measures to ensure that card details are kept in a safe and confidential manner.
- f) Council issued credit cards shall not be used to obtain cash advances.
- g) In the event of a Council issued credit card being lost or stolen the cardholder shall immediately notify the bank and the Chief Executive Officer.
- h) Credit Card Holders shall not use for personal gain the benefits of any reward scheme (i.e. Fly Buys) that is attached to the Council issued credit card.

Employees issued with a Council credit card shall sign a copy of this policy as acknowledgement of their agreement with this policy.

Shire of Westonia Corporate Credit Cards are issued as follows:

Position

Limit

Chief Executive Officer	Work Supervisor Deputy Chief Executive Officer
8,000.00	5,000.00

Terms of Corporate Credit Card Use

- a) No alteration to credit card limits may be made without the approval of Council.
- b) No additional credit cards may be requested without the approval of Council.
- c) No change to the use of credit cards may be made without the approval of Council.
- d) Shire of Westonia Corporate Credit Cards are not to be used to pay employee utility accounts. Such accounts are to be paid for by the employee and as part of their contract and/or salary package be reimbursed.



- e) The amount charged to credit cards is to be listed on the monthly list of accounts for submission to the Council and the original statement together with the tax invoices and signed copy of statements is to be filed and available for inspection by any Councillor and retained in Council's accounting records for audit purposes.

.....
Credit Card Holders Name

...../...../.....
Credit Card Holders Signature

POLICY NO **6.5**
POLICY SUBJECT **VARIANCE REPORTING – FINANCIAL STATEMENTS**
ADOPTION DATE **JUNE 2013**
LAST REVIEW **MAY 2019 (COUNCIL RES: 06/05-19)**

6.5 Variances Reporting - Financial Statements

Each month administration is required to report to Council any material variances between the actual year to date and the budget year to date figures.

Each year the Council is required to adopt a policy identifying a percentage or value, to be used in the Statement of Financial Activity for reporting these material variances. For the 2019/20 year the variance adopted by Council will be \$ 10,000 or 15% whichever is the greatest.

POLICY NO **6.6**
POLICY SUBJECT **RATES AND CHARGES RECOVERY POLICY**
ADOPTION DATE **JUNE 2013**
LAST REVIEW **MAY 2019 (COUNCIL RES: 06/05-19)**

6.6 Rates and Charges Recovery Policy

Objective

To collect all rates, charges, fees and debts due to Council in an efficient and effective manner.

Statement

Rates and Charges are levied by 1 August each year and are payable either in full within 35 days or by four equal installments by the following dates:

- 5 September
- 5 November
- 4 January
- 3 March

Any installment not paid by the due date falls into arrears and is subject to interest charges. Council can take recovery action against all ratepayers with overdue rates and charges.

Council authorises the Rates Clerk, Finance Officer or CEO to make arrangements with ratepayers to clear debts and further Council authorises the CEO to take action to recover overdue Rates and Charges ensuring the most cost effective method is used.

There will be no general distinction made for pensioners or any class of ratepayer, with each case being individually dealt with according to the circumstances. Council is aware that at different times ratepayers may experience genuine hardship in meeting rate payments and upon application suitable arrangements for the payment of rates will be considered.


Procedure

All owners are issued with a Rates and Charges Notice under section 6.41 of the Local Government Act 1995 and where required with a Rate Installment Notice section 6.45

9.2 COMMUNITY AND REGULATIONS

9.2.1 RAMELIUS RESOURCES – SYMES MINE CARTAGE ROUTE

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Attachment
Signature:	Officer CEO



Purpose of the Report



Executive Decision



Legislative Requirement

The purpose of this report is for Council to consider entering into a formal agreement with Ramelius Resources to cart ore on Council owned roads from their Symes mining operations located south of Moorine Rock.

Summary

As you are aware Tampia Operations Pty Ltd (wholly owned subsidiary of ASX listed Ramelius Resources Ltd) (**Ramelius**) are looking to start up the Symes Gold Mine (Symes) in the near future.

The mine will be located 60km south of Moorine Rock, Western Australia. The project lies within the Yilgarn Shire, and access is via the Morraine South Road, haulage will then proceed west on the Great Eastern Highway before turning onto the Westonia access road. We are intending to haul the Symes ore to the Edna May mill, which is approximately 116km haulage distance from the Symes mine site.

The use of the Westonia Shire's section of the haul route and a road usage agreement for ore coming from the Tampia Mine have been agreed to in a separate agreement.

Ramelius have selected a 100t triple road train system and identified a haulage route to transport the ore to Edna May for processing. This will be a Performance Based System (PBS) haulage system using triple road trains 42m in length. The planned operation is to haul 672,000t of ore, which equates to approximately 19 round trips per day. Trucking will operate 365 days per annum, 24 hours per day, on 2 x 12 hr shift rotation basis. Start times will be staggered to maintain spacing between road trains. These road trains are highly regulated, and the loading systems are calibrated to prevent over loading. Strict compliance with all regulations will be enforced. The PBS vehicles are not permitted to deviate from the agreed route. The use of PBS triple road trains will require approval by Main Roads WA (MRWA) Heavy Vehicle Operations, who will in turn require the local Shires to support the application. Operation is governed by MRWA Heavy Vehicle Operations in Perth.

A Heavy Haulage Toll agreement will be entered into with MRWA for haulage of +300,000tpa on Great Eastern Highway.

Background

Council already has two existing agreements with Ramelius in relation to ore cartage from their other mining operations at Tampia and Marda Dam.

Ramelius would suggest that the following be considered in a road usage agreement, with these items largely being taken from current agreements with Yilgarn, Westonia and Narembeen Shires:

1) That appropriate RAV ratings and associated conditions, required by MRWA Heavy Vehicle Services (HVS), be adhered to.

2) That Tampia Operations Pty Ltd and their haulage contractor comply with the Western Australian Road Traffic Act and its Regulations.

3) That the road train haulage task is approved on the basis of operating 24 hours 7 days a week.

4) That the Shire Works Manager receive monthly Ore Haulage Operations Reports to include the date, shift, truck identification, tonnes per load and total tonnes carted for the month.

5) That a specific Operational Safety Management Plan (OSMP) for the heavy haulage task be prepared by Tampia Operations Pty Ltd and reviewed by the Shire prior to commencing any haulage operations. The OSMP must include but not limited to the following:

- All plant and equipment to be used on public roads shall meet all necessary statutory requirements and have registration, licences or certification with the drivers/operators at all times.

- All road maintenance plant and equipment shall be fitted with a rotating flashing lamp, reversing beeper and fire extinguisher.
- All drivers shall be the holder of a current Western Australian driver's licence appropriate to the vehicle being driven.
- Incident and Emergency Response Plan.
- Hazard Identification, Risk Assessment and Controls.
- Specific Inductions.
- Consultation Communication and Reporting.
- Audit Plan of the OSMP to include attendance by Shire Representative as required.

6) All drivers of haulage vehicles comply with any reasonable verbal or written directives, if any, issued by the Shire's Chief Executive Officer or Works Manager.

7) Re-instatement of any road damage (in addition to normal road maintenance wear and tear covered by the payment of the WALGA capital and maintenance contribution) directly related to the movement of Tampia Operations Pty Ltd.'s haulage contractor's road trains to be the responsibility and costs borne by Tampia Operations Pty Ltd.

8) That a financial contribution maintenance cost be applied to Tampia Operations Pty Ltd for the Symes Gold Mine in accordance with WALGA and ARRB publication: User Guide Estimating the Incremental Cost Impact on Sealed Local Roads.

Calculation of the Heavy Vehicle maintenance cost contribution
Total project tonnage – 672,466 tonnes
Planned Annual Tonnage – 672,466 tonnes
Distance – 11.546km (Westonia Shire haul route section only)
Duration 1.0 years
Annual Cost = \$81,653
Simplified to \$0.0108 / t / km invoiced and paid monthly.

9) Tampia Operations Pty Ltd agree to indemnify the Shire from and against, and must pay the Shire on demand as a debt, the amount of any direct claim, damage, cost, expense, loss or liability (excluding indirect or consequential loss or damage) which the Shire may suffer with or in relation to the operation of road trains and road maintenance equipment by Tampia Operations Pty Ltd under this letter.

10) Tampia Operations Pty Ltd.'s liability to indemnify the Shire as set out above will be reduced proportionately to the extent that an act or omission by a third party or the Shire or a breach of the Shire's statutory obligations has contributed directly to the loss, damage, expense, injury, disease, illness, death or other liability; and

11) That any procedural or material non-compliance with any of the above conditions may result in any of the approvals being withdrawn provided that the Shire must not withdraw approval pursuant to this clause unless it has first provided Explaurum Operations Pty Ltd a reasonable opportunity to remedy any alleged non -

compliance and such breach remains unremedied or, where remediation is not applicable, unaddressed by Tampia Operations Pty Ltd, at the end of the period specified in the notice from the Shire.

Comment

The Chief Executive Officer met with Tampia Hill Mine Manager, Hugh Trivett to commence discussions on approval to utilise the Westonia/Carrabin and small section of Warrachuppin Roads for this operation. Ramelius have already made the necessary upgrades on this route due to the previous Tampia Agreement.

Statutory Environment

Nil

Policy Implications

Delegation LGA 17

Strategic Implications

N/A

Financial Implications

A contribution to the maintenance on the designated route.

Voting Requirements



Simple Majority



Absolute Majority


OFFICER RECOMMENDATIONS

That Council authorises the Shire President and Chief Executive Officer to sign and duly seal the Haulage Operation Agreement with Ramelius Resources Symes Mining Operation utilising Westonia/Carrabin and a section of Warrachuppin Roads with conditions.

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of Closely Association Person and Impartiality interest are to be made by Cr Geier.

9.2.2 MERREDIN & DISTRICTS JUNIOR FOOTBALL ASSOCIATION (COLTS)

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	
Disclosure of Interest:	Cr Geier has a son playing in the Colts competition.
Attachments:	Nil
Signature:	Officer CEO



Purpose of the Report

Executive Decision

Legislative Requirement

Summary

A request has been made from the Merredin & Districts Football Association (Colts) for use of the Westonia Community Bus at “no cost” for two (2) games this season.

Background

The Merredin & Districts Junior Football Association (Colts) have made a formal request for the use of the Westonia Community Bus to travel to two (2) away games in the towns of Toodyay and York. Their request comes on the back of an offer made in previous seasons (6 games) from Council to use the Westonia Community Bus free of charge on the proviso that fuel costs were covered by a third party (namely Liberty Fuels).

Comment

Up to 6 kids located in and around the Westonia district as well as several “Burracoppin Football Club” kids would be catching the bus on these occasions.

The main reason for requiring the bus is due to the large amount of disadvantage kids in the Merredin & surrounding area from broken homes etc that may not be able to play football without such transport. There is also a large portion of the families still involved with either local senior football (Burracoppin & Nukarni) or local netball, Hockey (senior & junior) who need a parent to follow either sport.

Daimon Geier as a parent has offered to drive the bus.

If Council were to approve the request, the MDJFA (Colts) would promote the Shire of Westonia as a major sponsor of the association.

Statutory Environment

Nil

Policy Implications

Delegation MISC 1 – Donations allows the CEO to approve requests for donation of monies up to the value of \$100.00



Strategic Implications

Nil.



Financial Implications

Council would not be receiving the fee for the bus hire @ .88c/km and would still be liable for maintenance costs such as tyres & servicing.



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council approves the request of the Merredin & Districts Junior Football Association (Colts) for the use of the Westonia Community Bus to travel to two (2) away games in the towns of Toodyay and York at no charge.

9.2.3 WEROC – TOURISM PROPOSAL

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	ES1.7.3
Disclosure of Interest:	Nil
Attachments:	WEROC Tourism Proposal
Signature:	Officer

CEO



Purpose of the Report

Executive Decision

Legislative Requirement

The purpose of this report is for Council to consider the Shire of Merredin's Tourism proposal and the recommended option for WEROC to join the Wheatbelt Way.

Background

At the WEROC Inc. CEO Committee meeting held on 20 April 2022, tourism priorities arising from the WEROC Tourism Audit were discussed. It was recognised that it would be difficult to gain traction on any tourism projects without a dedicated resource and as such, it was suggested that a way forward might be to better utilise the Central Wheatbelt Visitors Centre by expanding their service offering to include destination development in addition to marketing/promotion. The Shire of Merredin advised that they would be happy to investigate this possibility and it was resolved that:

That the Shire of Merredin will investigate an expanded service offering for the Central Wheatbelt Visitors Centre and present a proposal, inclusive of financial implications, to the WEROC Inc. Board.

At the WEROC Inc. Board meeting held on 11 August 2021, Mr. Marcus Falconer, CEO of Australia's Golden Outback (AGO), presented an overview of AGO's new strategic priorities and advised that in an effort to gather momentum on localised destination development, they were trialing a co-funded destination development officer position in the Shire of Esperance. Mr. Falconer commented that a similar concept could be explored for the Wheatbelt. The Board determined that they would like to see how the position worked in Esperance before giving this further consideration.

Mr. Falconer contacted the Executive Officer in December 2022 to ascertain if there is any interest now, in pursuing this concept of a destination development officer in collaboration with AGO. The Executive Officer advised Mr. Falconer of the forthcoming proposal from the Shire of Merredin to provide a similar position within the Central Wheatbelt Visitors Centre and agreed that WEROC would keep him apprised of any developments.

Comment

The Shire of Merredin have prepared an options paper which was presented for discussion at the February WEROC meeting which has been attached for Councillor information.

The next WEROC Board meeting is scheduled for 26th April and they are seeking individual Council's position on the Shire of Merredin's Tourism Options Paper and the opportunity to join the Wheatbelt Way.

As Council would already be aware Westonia is already a member of the NEWTRAVEL Wheatbelt Way Strategy.

Statutory Environment

Nil

Policy Implications

Nil



Strategic Implications

Opportunity for a regional Tourism Proposal with NEWTRAVEL.



Financial Implications

Nil



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

Council direction is sought.

Project Proposal WEROC Tourism

Purpose

Wheatbelt East Regional Organisation of Councils (WEROC) has requested the Shire of Merredin (the Shire) develop a proposal for expanding tourism services at the Central Wheatbelt Visitors Centre (CWVC).

Executive Summary

The WEROC Strategic Plan prioritises tourism product development, and as part of this priority, WEROC conducted a Tourism Audit in 2021 to assess options going forward.

Discussions about how to progress the identified actions from the Audit occurred and it was determined that without a dedicated resource, similar to the arrangement NEWROC have with NEWTravel, it would be very difficult to progress any collaborative tourism projects focused on the WEROC Shires.

In response, the Shire of Merredin was asked to present a proposal for expanded service offerings at the CWVC. The Shire has met with various WEROC Chief Executive Officers (CEOs), had conversations with the WEROC Executive Officer, tourism stakeholders and conducted research on possible options for WEROC to consider.

There are varied views on the depth of investment which would generate an economic benefit of value. Therefore, to capture the range of views, five options have been identified and costed in this paper for WEROC's consideration. The options range from low cost and low investment, through to high cost and high investment for the region.

The recommended option for consideration, is for the WEROC Executive Officer to work with NEWROC / NEWTravel and investigate the possibility of the WEROC Shires joining Wheatbelt Way. Wheatbelt Way is an established brand with website, app and marketing materials.

Ultimately, the recommendation has been made in the effort towards the long-term sustainable commitment to tourism region wide, without the organisations of Council boundaries. As a single brand and collective effort for tourism in the Wheatbelt, it is the most effective and sustainable option for local government resources; and the most effective way to communicate with our visitors. Further details of the recommendation can be found in both the options section and recommendation section.

Further to this, the recommendation outlines undertaking Option 4 as an interim measure to start investing in itinerary and content development for the WEROC Shires while negotiations take place with NEWROC. The investment in itineraries as an interim will best position WEROC local governments to join Wheatbelt Way.

Lastly, in addition to the WEROC Councils, the Shire of Cunderdin are part of the current MoU with the CWVC. Throughout this document there are references to the tourism option for the

WEROC Shires and costing based on the six WEROC Shires. If the Shire of Cunderdin have the appetite to be included in the options in this paper, it is recommended that they continue to be part of the arrangements, and an appropriate contribution is negotiated dependent on the deliverables for Cunderdin in the identified preferred option by WEROC following the consideration of this paper.

Background

WEROC consists of six member Councils that include Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia, and Yilgarn. WEROC's mission is to work together to enhance the region's sustainability through investment and innovation, enabling the Wheatbelt East to grow and prosper.

The board of WEROC Inc. have identified five strategic priorities to guide the actions and activities of the Organisation, with tourism product development and strengthening the economy through local business development being two of the five outlined.

In September 2021, a Tourism Product Audit was conducted and presented to WEROC. From the Audit, the WEROC Board identified four focus areas; caravan and camping, nature, parks and reserves, events and trails.

Tourism

The Eastern Wheatbelt region covers an area of 43,136km², a significant portion of which is made up of national parks, reserves, and agricultural land.

Merredin is the largest town within the WEROC region and acts as a regional hub for government organisations, essential services, commerce and industry.

The Eastern Wheatbelt falls within the Australia's Golden Outback (AGO) tourism region. The AGO region is vast and diverse, covering 54% of Western Australia and encompassing four tourism precincts – Goldfields, Gascoyne/Murchison, Wheatbelt and Esperance – Coast.

According to the Australian Trade and Investment Commission (Austrade), domestic visitors are the lynchpin of regional destinations, accounting for over 90% of regional spend. Perth's 2.12 million residents represent a significant pool of potential visitors.

A Google Trends analysis shows that the town of Merredin is searched on Google an average of 2,816 times per annum, which is double that of any of the other major towns in the Eastern Wheatbelt.

Visitor Snapshot

- Up to 41,000 overnight visitors per annum.
- Average visitor spend is \$94.00 per night.
- Average length of stay is 4.2 nights.
- 27,000+ visits to Eastern Wheatbelt Nature Reserves per annum.
- Peak visitation is in July to October coinciding with the wildflower season.

Opportunities Identified from the Audit

The Audit determined opportunities for tourism in the region that included;

- Exploring options and market demand for travel packages that integrate overnight accommodation with local experiences/attractions and dining to enhance the ‘in-destination’ experience;
- Ensuring consistent branding and marketing of Eastern Wheatbelt trails to achieve greater recognition; and
- Co-operatively promoting existing walking trails through a “Best Walks of the Eastern Wheatbelt” campaign.

Event Based Tourism

According to Tourism Research Australia, attending a regional event means travellers are more likely to attend another regional event in future and therefore, the best place to advertise a regional event is at another regional event.

Audit Recommendations

The Audit provided a range of recommendations across the seven product clusters. Some of these included:

- A Regional Events Strategy/Feasibility Study could help to identify opportunities;
- Ensuring events are integrated into experience and destination marketing initiatives;
- Developing a coordinated regional events program to avoid event clashes and to encourage cross-promotion of events;
- Leveraging off events in surrounding regions and neighbouring Shires to attract visitors (e.g. the Wave Rock Weekender and Kalgoorlie Cup); and
- Leveraging existing sporting events (e.g. Kellerberrin Speedway and harness racing meets) to attract visitors to the region, and through cross promotion with tourism activities, encourage overnight stays.

Australia’s Golden Outback (AGO)

Of interest, the State Government, has funded Destination Development Officers through the AGO to increase tourism opportunities and product offerings.

Similar to the WEROC Audit, the consensus remains that meaningful destination or product development would require dedicated human resources, budget and time.

While AGO is investigating destination development staff in the region, the Shire of Merredin is recommending WEROC should be strongly advocating for this investment in our region.

AGO has committed to funding a pilot project for destination development in the Wheatbelt in 2023/24. AGO selected NEWTravel’s Wheatbelt Way to invest in.

More background information about strategic links to WEROC’s priorities, the Audit and tourism associated initiatives can be found in Appendix 1 of this document.

Current Service - Central Wheatbelt Visitors Centre

The Shire of Merredin operates the Central Wheatbelt Visitors Centre (CWVC), located in Merredin. The CWVC operates five days per week in off-peak season, and seven days per week in peak season.

The CWVC supports the Shires of Bruce Rock, Cunderdin, Kellerberrin, Westonia, Tammin and Yilgarn, as well as tourism groups NewTravel, Roe Tourism and Pioneers’ Pathway. It is an Australia Tourism Accreditation Program (ATAP) Accredited Visitor Centre and Tourism

Business for the Eastern Wheatbelt which covers 20 regional Shires from Yilgarn (Southern Cross) in the east, Meckering in the west, Lake Grace in the south and Mt Marshall (Beacon and Bencubbin) in the north.

Deliverables to our Local Governments include (but are not limited to):

- Providing an accredited Level 2 visitor service / centre;
- Providing a monthly e-newsletter to promote regional events;
- Maintaining and updating tourism information on the regional website;
- Regional Tourism Promotion;
- Production, printing and distribution of The Eastern Wheatbelt WA - A Visitors' Guide, Pioneers Pathway map and Central Eastern Wheatbelt Map; and
- Providing digital marketing promoting the region

The Current MoU is between the Shire of Merredin, WEROC and the Shire of Cunderdin, with the purpose of visitor servicing undertaken at the Central Wheatbelt Visitor Centre and regional promotion. The MoU is renewed annually, at a cost of \$2,500 for Bruce Rock, Kellerberrin, Tamin, Westonia and Yilgarn, and \$1,250 for Cunderdin.

Summary of Options

The five options considered are summarised below:

Option 1 – Collaborative and Coordinated approach

Option 1 involves WEROC employing a full-time Tourism Projects Coordinator to develop tourism materials for the region. The materials would leverage off existing events in each Shire to create itineraries which would attract visitors. The project is recommended for a two-year commitment.

Deliverables include creating itineraries for one to two events per Shire to attract tourism, website refresh, itinerary development, and some small-scale business engagement work.

Option 1 would cost approximately \$21,706.43 per participating Shire in year one, based on all six WEROC Shire's participating.

Option 2 – Branding and identity

Option 2 involves WEROC employing a full-time Tourism Projects Coordinator for a period of three years to establish a brand for the WEROC region, and develop and implement a plan of actions, including a destination website and possible signage.

Deliverables in year one would include brand delivery, destination website and marketing materials. In year two and three, deliverables include items from a budget set by WEROC to implement the brand, examples of this include signage at popular attractions and wayfinding.

Option 2 would cost approximately \$20,039.76 – \$30,206.43 per Shire in year one based on all WEROC Shire's participating.

Option 3 – Join with a developed brand

Option 3 proposes a new partnership is formed with NEWROC / NEWTravel to add WEROC Shires to the Wheatbelt Way brand and enhance our reach and investment together.

In Option 3, the WEROC Executive Officer would investigate a partnership between the two Organisations of Council to benefit tourism across the region for the ease of the consumer (visitor).

Costs for this option are not known, as they are dependent on negotiations, however, Merredin is recommending WEROC to proceed with Option 4 while negotiations are being undertaken at a cost of \$15,000 total. This ensures tourism objectives are still being undertaken while negotiations take place, and, will create marketing collateral which can be used if the partnership is successful; at a low cost and low investment.

Option 4 – Increased marketing service

Option 4 is a lower cost option, which would contract a consultant for approximately three hours a week to develop marketing collateral for the WEROC region and Shires. This option is a smaller investment for WEROC, depending on competing priorities.

Option 4 would cost approximately \$2,500 - \$3,000 per Shire, depending on how the contractor is supervised (see full details for more information).

Option 5 – Destination and Product Development

Option 5 explores WEROC investing in destination and product development. This option is not being recommended as this would require significant investment, and a long-term commitment, in conjunction with AGO. This approach would be very resources intensive.

The deliverables for this would include an initial planning period resulting in a strategic plan, advocacy for funding, branding and productive development, and support towards infrastructure development and delivery, for example wayfinding signage. Outcomes would have a 5-10 year horizon and require support from experts and for State Government (AGO) to be a partner from the beginning.

Options for WEROC to consider

Option 1 – Collaborative and Coordinated approach

Option 1 involves WEROC employing a full-time Tourism Projects Coordinator to develop tourism materials for the region. The materials would leverage off existing events in each Shire and create itineraries which would attract visitors. The project is recommended for a two-year commitment.

Deliverables include creating itineraries for one to two events per Shire to attract tourism, website refresh, itinerary development, and some small-scale business engagement work.

This Option would action a number of the identified opportunities arising from the Tourism Audit, including:

- Ensuring events are integrated into experience and destination marketing initiatives;
- Developing a coordinated regional events program to avoid event clashes and to encourage cross-promotion of events;
- Leveraging off events in surrounding regions and neighbouring Shires to attract visitors (e.g. the Wave Rock Weekender and Kalgoorlie Cup); and
- Leveraging existing sporting events (e.g. Kellerberrin Speedway and harness racing meets) to attract visitors to the region and through cross promotion with tourism activities encourage overnight stays.

Deliverables

Events

- Coordinate a Regional Events Program for WEROC Shires, and include major events from surrounding areas.
- For one to two events in each Shire, develop a weekend itinerary for visitors with the aim of extending their visit around the event.
- Paid and organic marketing.

Website

- Possible creation and development of a new website.
- NOTE: the CWVC website was built in 2011 and contains critical visitor information for all WEROC towns and more. As the website is over 10 years old, it will be required to be re-built, instead of simply updating if major changes were to occur. This will require a large financial and time-heavy investment.

Itineraries development work

- Create one to three day itineraries for the majors towns.
- Develop itineraries that connect towns.
- Develop itineraries for wildflower season.

Business engagement

- For one major event or attraction in each Shire, work with local business to investigate the feasibility of package development, discounts, or offering for the events or itineraries

Benefits

1. Cost effective use of resources.
2. Based on Tourism Audit findings.
3. Creates first steps, for what could be further developed into destination development.
4. Quickly actionable, and components of the project can be evaluated immediately.

Risks

1. WEROC unable to commit resources required to complete the project.
2. Recruitment of a suitably qualified officer.
3. Investment in the first year, could determine we require a 'brand' or higher investment to achieve goals.

Costings for Option 1

Resource	Description	Cost Year 1 2023/24	Cost Year 2 (estimated, to be determined in March 2024)
Full time - Tourism Projects Coordinator	<ul style="list-style-type: none">• Two year contract.• Located at CWVC/ flexible work arrangements.• Would travel to relevant Shires as required.	\$89,238.59 (Salary \$68,492.00) Does not include: - Management overheads - Workstation/Office site - Materials and consumables - Housing (if required)	\$89,238.59
Graphic Designer		\$15,000	\$8,000

Advertising		\$5,000	\$5,000
Social media advertising	\$500 per event x 2 events per Shire per year	\$6,000	\$6,000
TOTAL		\$115,238.59	\$108,238.59
Cost per LG		\$21,706.43	\$18,039.77

Details for WEROC to consider:

Cost

- The Shire of Merredin understands this may be a high-cost impost on each Shire and WEROC may have other priorities in the coming years.

Staff

- The staff member for this proposal has been costed at fulltime – on evaluation of the deliverables and work required, the Shire considers a part-time role would not be sufficient to achieve the listed deliverables.
- Due to the responsibilities, level of knowledge, expertise and requirements of the role to interact / partner and liaise with key stakeholders, the budget is based on a Level 8 position with a base salary of \$68,492.00.
- It is the recommendation that the staff member be employed by WEROC, but work from the CWVC. Working for WEROC aligns best with the intention and collaborative approach of this project. The Shire is strongly recommending that the position is based at the CWVC as the expertise, knowledge and relationships of the current staff at the CWVC will be invaluable to the project and the officer. The exposure to visitors and their enquiries will also be vital to the officer completing the project. Further, we would recommend each Shire make space available (workstation, possible accommodation) for the officer to visit for periods of time to work directly with the local government and businesses in developing content.

Website

- The CWVC website is due for an update. The website currently represents all the WEROC Shires and more, and contains a vast array of tourism information.
- A business case may be presented to WEROC with the scope, cost and proposal of a new website, which will have increased functionality features. These could include a booking system for accommodation or tours, and a trip planner to assist visitors plan their visit in the region to see the top attractions and events. A new website would assist meeting consumers needs and expectations, and be competitive compared with other websites in the region.
- This investigative work would be done once the Officer has commenced with the funding proposal developed, depending on the features and requirements determined as a priority.

Graphic Design

- A significant budget for graphic design has been included. The initial investment in this area will be higher while branding and designs are created, however, the intention would be for these to be created in a manner that allows staff to edit them in the future to reduce ongoing costs.

MOU

- If the staff member was employed by WEROC, the MOU with the CWVC would remain with the level of service offered by the CWVC, and would be updated as requested.

Option 2 – Branding and Identity

Option 2 involves WEROC employing a full-time Tourism Projects Coordinator for a period of three years to establish a brand for the WEROC region, and develop and implement a plan of actions, including a destination website and possible signage.

At present, the Wheatbelt area is marketed in a range of ways and by a range of different organisations. This includes individual Shires, and respective incorporated groups promoting their own trails, scenic locations, events and maps, as well as groups which represent specific parts of the Wheatbelt. The volume of information that can be accessed can be confusing and overwhelming for the consumer / visitors.

This proposal would include an initial 12-month period for planning, branding and establishing the identity and value proposition for the WEROC region, with a further two years in implementing major milestones associated with the overall project.

NEWROC have developed the “Wheatbelt Way”, which has established a recognisable brand for visitors to their towns. Currently WEROC does not have this level of sophistication or reach. One reason AGO selected to invest in the Wheatbelt Way as the pilot project, was due to their tourism brand being further developed / established than other regions.

Option 2 would involve dedicated resources, including FTE and budget to build a plan for WEROC tourism. This would be a three-to-five year commitment, with a minimum of 12 month establishment, followed by two year implementation (three years total).

Deliverables would be outlined in a report to WEROC after the first three months, however, the intent would be:

- Development of a tourism brand for the WEROC region.
- Development of the brand guidelines and toolkit.
- Five-year plan that includes next steps for the brand with costed deliverables for WEROC to commit to.

Examples include:

- Destination website;
- Way finding signage through the WEROC region; and
- Marketing collateral

Benefits of this approach:

1. Establish a brand to base all marketing and branding collateral on.
2. Create unity in the Central Wheatbelt (WEROC) region.
3. Branding created in this Option, would be a requirement if WEROC were to invest in destination development (as per Option 1).
4. Create a sustainable approach to tourism.

Risks

1. WEROC unable to commit resources required to complete the project.
2. Recruitment of a suitably qualified Officer.

3. Competing with Wheatbelt Way.
4. Cause further confusion to visitors on the number of brands / trails available in the Wheatbelt.
5. If WEROC were to exit from the commitment early, the return on investment may not be realised.
6. The implementation plan could be created and not actioned due to lack of funding.

Costings for Option 2

Resource	Description	Cost Year 1 2023/24	Cost Year 2 (Estimated, to be determined in March 2024)	Cost Year 3 (Estimated, to be determined in March 2025)
Full time employee - Tourism Projects Coordinator	<ul style="list-style-type: none"> • Three-year contract • Located at CWVC/ flexible work arrangements 	\$89,238.59 (Salary \$68,492.00) Does not include: Management overheads Workstation/Office site Materials and consumables Housing (if required)	\$89,238.59	\$89,238.59
Website – new		\$20,000 - 40,000		
Brand Development		\$20,000 - 35,000		
Graphic designer		\$2,000 – 5,000	\$5,000	\$5,000
Advertising		\$5,000 -10,000	\$5,000	\$5,000
Implementation	Example: signage		\$20,000	\$20,000
Traveling region	Accommodation Working space Car/fuel Meals	\$2,000	\$2,000	\$2,000
TOTAL		120,238.59 – 181,238.59	\$121,238.59	\$121,238.59
Cost per LG		\$20,039.76 – 30,206.43	\$20,206.43	\$20,206.43

Details for WEROC to consider:

Cost

- The Shire of Merredin understands this may be a significant cost impost on each Shire and WEROC may have other priorities in the coming years.

Staff

- The staff member for this proposal (as per Option 1) has been costed at fulltime – based on an evaluation of the deliverables and work required. It is considered a part-time role would not be sufficient.
- Due to the responsibilities, level of knowledge, expertise and requirements of the role to interact / partner and liaise with key stakeholders, the budget is based on a Level 8 position with a base salary of \$68,492.00.
- It is recommended that the staff member be employed by WEROC, but work from the CWVC. Working for WEROC aligns best with the intention and collaborative approach of this project. The Shire recommends that the WEROC considers basing the position at the CWVC as the expertise, knowledge and relationships of the current staff at the CWVC will be invaluable to the project and the officer. The exposure to visitors and their enquiries will also be vital to the Officer completing the project. Further, it is

recommended that each Shire make space available (workstation, possible accommodation) for the officer to visit for periods of time to work directly with the local government and businesses in developing content.

Website

- Under this proposal, a new website would be created in addition to the CWVC website.
- The new website would have the brand and naming determined by the project. The current website cost is a broad estimate. Scoping, quotes, and further investigation would be required before the cost is determined and approved by WEROC.
- Development of a new website, which is coordinated by a WEROC officer, comes with a recommendation to split the costs between the WEROC Local Governments.
- A recommendation would be made in the first 12 months of the project towards the need for both websites. WEROC may have the destination website for the region and the CWVC website for the Visitor Centre.
- If the CWVC website remained, Merredin would financially resource minor upgrades to the website as needed.
- Merredin would continue to maintain both websites after the three-year period if the WEROC resources were not continued, as part of the MoU.

Graphic Design

- As per Option 1, a substantial budget for graphic design has been included. The initial investment in this area will be higher while branding and designs are created, however, the intention would be for these to be created in a manner that allows staff to edit them in the future to reduce ongoing costs.

Travel

- A budget has been included for travel. The Officer would need to visit the Shires in the region to complete this work.

Implementation

- A budget has been placed in year two and three for implementing the brand. An example of this would include signage on the major roads and destinations, similar to what Wheatbelt Way has achieved. The priority actions for implementation would be determined by the Officer in the first 12 months, and approved through WEROC. The final budget for years two and three would be approved approximately in March before the financial year, to allow the WEROC Local Governments to budget appropriately.

MOU

- If the staff member was employed by WEROC, the MoU with the CWVC would remain with the level of service offered by the CWVC, and would be updated as requested.

Option 3 – Join with a developed brand

Option 3 is for the Shire of Merredin to investigate the feasibility of WEROC joining the established Wheatbelt Way brand.

We understand WEROC has considered previously joining together with another Wheatbelt tourism organisation, to combine their efforts and streamline the approach to tourism. Given

there are multiple tourism identities and branding in the Wheatbelt alone, navigating this can be an overwhelming or confusing experience for the visitor.

Option 3 proposes to continue existing support provided to WEROC Shires by the CWVC, with a new partnership formed with NEWTravel to add WEROC Shires to the Wheatbelt Way brand and enhance our reach together.

As an established brand, with existing marketing / promotional collateral and strategies, partnering would provide each Shire a greater reach in a quicker time frame. We believe this option would require less financial investment, as the Wheatbelt Way website, app and brand are already established.

If WEROC had the appetite for this option, there are a number of opportunities we could consider and negotiate with NEWTravel to see if they were suitable and palatable.

Some opportunities include:

- Determining the annual membership contribution (\$2,000 is listed on their website);
- Determining if there would be a fee for initial upload of WEROC information;
- Discussing the possibility of adding resources to the pilot destination development project. The cost of this may be achievable / sustainable if it was split over a greater number of local governments; and
- Possible discussion around a transition from the NEWTravel incorporation to an incorporated body which represents the greater Wheatbelt region and is not based on the boundaries of the Organisations of Councils.

Benefits

1. Create a more cohesive and collaborative approach to tourism in the Wheatbelt.
2. Cost effective for Shires with finite resources.
3. Less confusing to visitors.
4. Results can be achieved in less time with an established brand across multiple platforms.
5. Achieves strategic opportunities highlighted in WEROC's Strategic Plan.

Risks

1. WEROC Shires are secondary priority to NEWROC Shires.
2. If WEROC were to exit from the commitment, it would cause confusion for stakeholders and visitors.
3. Negotiations could take significant time.

Note:

1. With this Option, it is still recommended WEROC continue their base level service with the CWVC and continue to cover the associated costs. The CWVC is the only visitor centre in these regions, and therefore, is responsible for fielding enquiries and assisting a wide range of visitors.
2. A leverage point for WEROC, is the CWVC is the only visitor centre and accredited visitor centre in the Wheatbelt (except Northam and York). The CWVC is the only contact point available as the sole resource for visitor information, accessible phone and opening hours. Currently the Wheatbelt Way website points visitors to the CWVC phone number for more information on Wheatbelt Way.
3. NEWTravel have not yet been approached with this idea.

Details for WEROC to Consider:

Negotiations

- The recommendation is for the WEROC Executive Officer to complete the negotiations with NEWROC for this option.

Development work

- Wheatbelt Way have itineraries developed for the towns which they represent. Part of the discussion with them would be around if they would develop this for the WEROC towns, or if WEROC needs to commit an initial investment to assist in developing some marketing collateral and mapping itineraries for our region.

Strategic Opportunities

- The WEROC Strategic Plan identifies a list of opportunities and risks. This option achieves 2 of the presented opportunities, which are:
 - Broader collaboration through better engagement with other Regional Organisations of Councils; and
 - Deliver cost savings and greater efficiencies to Member Councils through aggregated procurement and shared resources / infrastructure.

MoU

- Depending on the outcome of the discussions, the CWVC would need to provide advice on the MoU in due course.

Option 4 – Increased marketing service

Option 4 is a lower cost option, which would contract a Marketing Consultant for approximately three hours a week to develop marketing collateral for the WEROC region and Shires. This Option is a smaller investment for WEROC, depending on competing priorities.

Option 4 would cost approximately \$2,500 - \$3,000 per Shire, depending on how the Contractor is managed.

Deliverables

- For at least one event in each Shire per annum, develop a weekend itinerary for visitors with the aim to extend their visit around the event.
- Organic marketing.
- Paid marketing, ad hoc basis for significant events or promotions, paid for on demand.

Benefits

1. Low cost.
2. Small achievable deliverables.
3. Flexible for hours and projects.

Risks

1. Resources are not significant to achieve largely impactful goals.
2. Resources are not significant to achieve meaningful outcomes / tourism impact.

3. Depending on market conditions, financial investment may not afford the hours estimated.

Costings

Resource	Description	Cost
Consulting contract	<ul style="list-style-type: none"> • Three to four hours per week. • Billed on invoice. • No accrual of leave entitlements and insurances held by self. • Undertaking specific activities as directed by WEROC. • No salary oncosts. 	\$10,000
Marketing, advertising, graphic design and promotion budget		\$5,000
TOTAL		\$15,000
Cost per LG		\$2,500 - \$3,000

Details for WEROC to consider:

Consultant

- A \$10,000 budget allows for approximately \$50.60 per hour, which is 197.62 hours p/a or 3.8 hours per week.
- Consultant costings opposed to casual or part time have been used for a number of reasons. These include:
 - Reduced overhead costs to the Shire of Merredin;
 - The skillset required for this will likely require a consultant costed fee and casual staff members have costs associated to overheads that reduce the available salary;
 - Consultant hours can be more flexible which may suit WEROC's needs (the work can be done in bulk, sporadically or consistently throughout the year); and
 - We are more likely to attract a capable officer if offering a more competitive rate.
- There is a possibility that the consultant role would work remotely. If they are local however, the CWVC will make a hot desk workspace available to them.

Consultant Supervision

- If reporting to WEROC
 - If the Consultant reports to WEROC, the Chair can make determinations on hours and priorities as determined by WEROC, within the allocated budget.
 - The Consultant may require more information and time from each local government.
 - This would also require the Chair or Executive Officer to manager / supervise the Consultant accordingly.

- The CWVC will continue to be accessible, helpful, and supportive of the project.
- If reporting to CWVC
 - The Consultant will have easier access to CWVC staff, knowledge and resources.
 - The content created would likely be shared extensively through the CWVC social media, website and newsletter and therefore provide greater alignment.
 - This would require more management and supervision time from the Shire of Merredin staff. If this was the selected option, the Shire would propose WEROC splits the cost five ways, and Merredin's contribution is in oversight and management of the Consultant. This would change the contribution fee from \$2,500 to \$3,000 for the remaining five Shires, or less if Cunderdin is part of the option, as they are in the MoU.

Marketing

- There is a smaller \$5,000 budget allocated for marketing and advertising. The intent of this budget would be for advertising opportunities or promotions which are WEROC region wide and/or provide benefit to the region. If local governments wanted to undertake paid advertising for specific events, they could do so with the Consultant expertise at additional cost to the individual local government.

MoU

- The Consultant would add value and increase the level of service currently provided to WEROC by the CWVC. This proposal cost would be in addition to the cost and services being received by WEROC under the current MoU.
- If the Consultant was managed by the CWVC, the additional services and cost would be updated in the MoUs for WEROC to consider.

Option 5 – Destination and Product Development

Option 5 explores WEROC investing in destination and product development. This Option is not being recommended as if this was progressed, this should ideally be progressed in partnership with AGO, and would require significant investment, and a long-term commitment.

This approach would be very resource intensive. Outcomes would have a 5-10 year horizon and require support from experts and for State Government (AGO) to be a partner from the beginning.

Destination and product development can be defined as the strategic planning and advancement of defined areas to support the evolution of desirable destinations for travellers, with a sole focus on the supply side of tourism, by providing compelling experiences, quality infrastructure, and remarkable services to entice repeat visitation.

Examples of this include developing or advocating attractions (developing tours and tourist activities), developing or advocating for services (accommodation or restaurants), support and incentives for local businesses to operate, infrastructure available for people to travel (i.e., sealed roads and highways) and more.

If WEROC were to pursue this Option, they would need to invest significantly. This would require at least one full time employee (FTE), alongside a suitable budget. This proposal requires a long-term commitment and investment from WEROC.

Deliverables

- Strategic Plan for destination and product development in the region.
- Branding development: brand, marketing collateral, website, etc.
- Advocacy plan to secure funding.
- Investment in project development and delivery.

Benefits

1. Significant investment in the WEROC region.
2. Support local business and services.
3. Create tourism products (tours, attractions).

Risks

1. WEROC is unable to commit resources required to complete the project.
2. Recruitment of a suitably qualified officer.
3. Competing with Wheatbelt Way.
4. If WEROC were to exit from the commitment early, there will not be a return in investment realised.
5. The implementation plan would be created and not actioned due to lack of funding commitment by WEROC.
6. Unable to secure AGO investment.
7. Unable to secure funding investment through advocacy.
8. Unable to secure commitment to investment from individual Councils.

Costings

Resource	Cost
Officer	Unknown
Strategic Plan development	Unknown
Branding	Unknown
Website	Unknown
Marketing, advertising, graphic design and promotion budget	Unknown
Advocacy plan	Unknown
Stakeholder engagement	Unknown
Implementation (of plan actions)	Unknown
Total cost	Unknown

Details for WEROC to consider:

- The Shire of Merredin considers this direction is best placed with AGO, and recommend WEROC continue to advocate for this to occur.

- In future, WEROC could investigate the feasibility of a shared approach, similar to that taken in Kalgoorlie-Goldfields sub region, where this is co-funded by AGO and a coalition of Local Governments.
- Further, with the Wheatbelt Way AGO pilot project starting in July 2023, WEROC will be able to evaluate the potential value of this approach more adequately and determine the worth of WEROC investing in this area.
- At this time, this Option is not recommended and therefore has not been costed. However, regardless of the option WEROC selects to implement, we believe an action from this paper may result in WEROC advocating and working with AGO on a potential partnership to co-invest in destination development opportunities in the region.

Discussion

A summary of the options is listed below with a comment for discussion.

Options	Comment	Discussion
Option 1 – Collaborative and coordinated marketing	<ul style="list-style-type: none"> - Achievable project - Cost effective use of resources - Deliver on positive outcomes requested by WEROC 	Option 1 is low risk whilst still having the potential for strong impact. This Option allows WEROC to demonstrate its priority in tourism by funding a strategic priority area and allows the local governments to continue to operate similarly to the current situation. Option 2 and 3 would have a more meaningful impact long term, but Option 1 would see immediate outcomes.
Option 2 – Branding and identity	- Long term project to undertake, will strategically position WEROC region as tourism destination	If Option 3 is not viable, this is the top recommendation for WEROC to consider. This Option does require a significant cost from the WEROC local governments, so it may not be feasible when considering competing priorities. This Option positions WEROC for long-term sustainable tourism brand and impact, which is why it is recommended. WEROC may want to consider a tourism arm of WEROC, similar to NEWTravel or Roe Tourism Association if they proceed down this route.
Option 3 – Join with a developed brand	- Works towards a cohesive Wheatbelt tourism brand and identity	The Shire of Merredin would recommend WEROC approve an investigation into the feasibility of Option 3, by the Executive Officer. This Option has the potential to be sustainable, cost-effective and the best outcome for visitors to the Wheatbelt. As negotiations may take time, we recommend implementing Option 4 in the interim. Option 4 develops the itineraries, which will be of high value if we join Wheatbelt Way.
Option 4 – Increased marketing	<ul style="list-style-type: none"> - Low cost - Small achievable outcomes 	This is not recommended as it will not provide the required investment for meaningful impact in the same scale as Option 1 to 3. However, if WEROC simply want more marketing, for low cost, this Option is viable and achievable.
Option 5 – Product and destination development	- State Government/ AGO are best positioned to deliver this	WEROC to advocate for AGO to invest resources for destination development. Option to advocate for co-funded project between AGO and WEROC for 2024/25. For this to proceed, AGO would likely want WEROC region to have a more established brand, a project which could be undertaken as per Option 2. The Shire of Merredin would recommend joining Wheatbelt Way for the synergies, sustainability, and cost effectiveness over this option. However, if Option 3 was not possible, WEROC should commence advocating for Option 5 (this Option).

Recommendation

Given the finite resources available in our Wheatbelt local governments, it is critical WEROC select a project which has the greatest chance for impact within the resources available, which can be sustainable in the longer term.

In the post-COVID-19 environment, with other popular tourism destinations in short driving distance from Perth being increasingly busy, booked or costly, the Wheatbelt has an increased opportunity to position itself as a destination.

Unfortunately, at this stage WEROC lacks some of the more developed tourism products other regions in the Wheatbelt have, and therefore it is understandable that AGO has committed funds to Wheatbelt Way.

The recommended Option is uniquely timed to achieve the WEROC goal to, 'capitalise on the momentum created by COVID-19 for local buying and intra-state travel by supporting local businesses and enhancing tourism product and amenity in the region, as stated in the Strategic Plan.

The Shire of Merredin is recommending Option 3 to investigate partnering with Wheatbelt Way and in the interim, to commit to one year of Option 4 to develop the content required and commence a higher level of service while discussions with NEWTravel can be undertaken.

Recommendation:

- WEROC Executive Officer to undertake the investigations of WEROC joining Wheatbelt Way and negotiation with NEWROC;
 - Updates to be brought back to the WEROC board with options and costs of the possible transition; and
 - CWVC to identify impacts and propose changes to the MoU;
- Approve Option 4 for a period of 12 months at the cost of \$15,000;
 - Split either \$2,500 per local government if supervised by WEROC OR \$3,000 per local government if supervised by the CWVC; and
 - Note: cost will reduce further if Cunderdin is included in this Option; and
- If joining Wheatbelt Way is not viable, the Shire of Merredin is to update this paper with an updated recommendation.
- If supported, this paper remains confidential in the short term, to allow the WEROC Executive Officer to conduct the negotiations with NEWTravel.

Next Steps

Once WEROC has identified the preferred Option moving forward, the Shire of Merredin will update the MoU for consideration. This will come back for further consideration before it is finalised.

The Shire of Cunderdin is also an MoU member Shire, and therefore it is recommended the Shire of Cunderdin is invited to be part of the project and discussions, and an appropriate contribution is negotiated dependent on the deliverables for Cunderdin.

Appendix 1

WEROC Strategic Plan: Priority 2 Tourism Product Development

The Board of WEROC Inc. have identified five strategic priorities which will guide the actions and activities of the Organisation over the near term (one to three years). These were determined based on alignment to identified state, regional and local priorities, and the capacity for WEROC to influence and create change for the better.

Below are the details for Priority 2 Tourism Product Development. The following proposals have considered WEROCs Strategic Plan and the Tourism Audit.

Objective: Increased regional visitor economy

Actions

- Implement priority actions arising from the 2021 WEROC Tourism Product Audit.
- Continue to work with the CWVC and other regional tourism groups on cooperative marketing initiatives.
- Investigate the potential to establish a Destination Development Officer as a dedicated tourism resource across the WEROC Local Governments.

Desired Outcomes

- New tourism products.
- Increased visitor numbers.
- Increased visitor spend in local tourism, hospitality, and retail businesses.
- Improved tourism product reviews and traveller ratings.

Additional Background

Tourism

The Eastern Wheatbelt region covers an area of 43,136km², a significant portion of which is made up of national parks, reserves, and agricultural land. The estimated population of the region is 7,412 (ABS Census 2016).

Merredin is the largest town within the WEROC region and acts as a regional hub for government organisations, essential services, commerce and industry.

Tourism is an important economic driver for the Eastern Wheatbelt. The industry currently generates \$37.699 million in economic output, supports 79 tourism businesses and maintains 154 jobs. The Eastern Wheatbelt is predominantly a road-based destination accessed by arterial and local roads (both sealed and unsealed) and the Great Eastern Highway. Rail travel is provided through TransWA via the Prospector and Merredin Link services to the towns of Tammin, Kellerberrin, Merredin and Southern Cross.

The Eastern Wheatbelt falls within the Australia's Golden Outback (AGO) tourism region. The AGO region is vast and diverse, covering 54% of Western Australia and encompassing four tourism precincts – Goldfields, Gascoyne/Murchison, Wheatbelt and Esperance – Coast.

According to the Australian Trade and Investment Commission (Austrade), domestic visitors are the lynchpin of regional destinations, accounting for over 90% of regional spend. Perth's 2.12 million residents represent a significant pool of potential visitors and are an important market segment for the Eastern Wheatbelt. The statistics from the CWVC website and digital platforms reiterate this, with the traffic generated from Perth or other regional cities such as Geraldton representing a large portion of the total. Recent data from the CWVC also reports intrastate travel is recommencing post-COVID-19 with an increase of visitors on the fly and drive trails. The overall tourist numbers in recent months have been steadily increasing and are showing numbers similar to pre-COVID-19 tourism.

A Google Trends analysis shows that the town of Merredin is searched on Google an average of 2,816 times per annum, which is double that of any of the other major towns in the Eastern Wheatbelt. Review of related search terms indicates that Eastern Wheatbelt towns are most often researched alongside other destinations, signifying that these towns are possibly considered as a waypoint or as a connected experience along a greater journey.

Opportunities Identified from the Audit

The Audit determined opportunities for tourism in the region that included;

- Exploring options and market demand for travel packages that integrate overnight accommodation with local experiences/attractions and dining to enhance the 'in-destination' experience;
- Ensuring consistent branding and marketing of Eastern Wheatbelt trails to achieve greater recognition; and
- Co-operatively promoting existing walking trails through a "Best Walks of the Eastern Wheatbelt" campaign.

Event Based Tourism

According to Tourism Research Australia, attending a regional event makes you more likely to attend another regional event in future and therefore, the best place to advertise a regional event is at another regional event.

The development of a coordinated annual events program presents an opportunity for the Eastern Wheatbelt to foster greater cross-promotion of events and encourage multi-site visitation within the region.

Audit Recommendations

The Audit provided a range of recommendations across the seven product clusters. Some of these included:

- A Regional Events Strategy/Feasibility Study could help to identify opportunities;
- Ensuring events are integrated into experience and destination marketing initiatives;
- Developing a coordinated regional events program to avoid event clashes and to encourage cross-promotion of events;
- Leveraging off events in surrounding regions and neighbouring Shires to attract visitors (e.g., the Wave Rock Weekender and Kalgoorlie Cup); and
- Leveraging existing sporting events (e.g., Kellerberrin Speedway and harness racing meets) to attract visitors to the region, and through cross promotion with tourism activities, encourage overnight stays.


 Event	Cost Per Adult	Frequency	Next or Most Recent Event Date
Merredin Show	\$15	Annual	19 March 2021
Merredin Gateway Festival	Unknown	Annual	24-26 September 2021
Merredin Twilight International Food Festival	Free	Annual	19 March 21
Cummins Theatre	Varies	Regular events throughout the calendar year	
Merredin Markets	Free	Quarterly	February, May, August, November
Tammin Fuse Festival	Free	Annual	17 April 2021
Kellerberrin & Districts Agricultural Show	\$10	Annual	16 October 2021
Kellerberrin Speedway	\$15	Average of 5 per year	2 June 2021
Central Wheatbelt Harness Racing Club	Free	12 meets each season	April - November 2021
Woodstock Country Muster	\$45-\$55	Annual	19 - 20 February 2021
Back to the Bush Veterans Reunion	Free	Annual	1-7 November 2021
Bruce Rock and Districts Agricultural Show	\$15	Biennial	18 September 2021
Wessy on The Green	Free	Biennial	24 - 25 April 2021
Southern Cross Car & Bike Show and Swap Meet	Gold coin donation	Annual	26 September 21
Yilgarn Agricultural Show	\$15	Annual	28 August 21

Table 7. Annual Events Schedule for the Eastern Wheatbelt

Other tourism costs to Note

Other tourism related costs WEROC will be requested to continue to contribute towards include:

- WEROC – Golden Pipeline Trail, one page advert in Eastern Wheatbelt Visitors Guide - \$1,325 (produced every 12 - 18 months);
- Individual Shires contributions also pay for an advert in the Eastern Wheatbelt Visitors Guide (produced every 12 - 18 months);
- WEROC – AGO Holiday Planner – Approximately \$694;
- Individual Shires and the Shire of Cunderdin contribute to the production of the Central Wheatbelt Map & Guide (produced every 12 -18 months); and
- Cost to mail out the Central Wheatbelt brochures following AGO / Wheatbelt marketing campaigns through phone and email enquiries to the CWVC (invoiced annually \$420 for 2023).

9.3 WORKS AND SERVICE

9.3.1 TENDER – SALE OF GTE ROADTRAIN SIDETIPPERS

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	Tender File
Disclosure of Interest:	Nil
Attachments:	Nil
Signature:	Officer CEO

Purpose of the Report

- Executive Decision Legislative Requirement

The purpose of this report is for Council to endorse the decision to sell the GTE roadtrain sidetippers to AE & JL Wesley trading as Charlesville Brahman Stud for the sum of \$ 166,100.00 Inc GST.

Background

Council would be aware of its decision to tender locally for the disposal of the GTE Roadtrain sidetippers after the recent purchase of the new HP sidetippers.

A notice inviting tenders was advertised closing Wednesday 5th April.

At the close of tenders a total of four (4) tenders were received being

AE & JL Wesley	\$ 165,100.00 Inc GST
Topline Earthmoving	\$ 126,500.00
Mully Gully Farms	\$ 111,320.00
Ryan Miguel	\$ 52,000.00

Comment

Council had an allocation of \$ 90,000 in its 2022/23 budget as a trade in value for the units. An email was shared with Councillors prior to the Council meeting recommending that the tender received from AE & JL Wesley be accepted. There was no dissension to this recommendation.

Statutory Environment

Local Government Act 1995, section 3.57 – Tenders for providing goods or services.

Policy Implications

Nil

Strategic Implications

Nil

Financial Implications

Additional funds received from the actual sale compared to the budget allocation.



Voting Requirements

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That Council endorse the decision to sell the GTE roadtrain sidetippers to AE & JL Wesley trading as Charlesville Brahman Stud for the sum of \$ 166,100.00 Inc GST.

9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES
9.4.1 WEROC – WASTE MANAGEMENT PROPOSAL

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	A1.15.4
Disclosure of Interest:	Nil
Attachments:	Shire of Merredin Proposal
Signature:	Officer CEO



Purpose of the Report

- Executive Decision Legislative Requirement

The purpose of this report is for Council to consider the Shire of Merredin’s proposals in relation to the Regional Waste Management Strategy.

Background

At the WEROC Inc. Board meeting held in Tammin on 5 September 2022, the final draft Strategic Waste Management Plan (SWMP) was presented for discussion. Mr. Giles Perryman, Director ASK Waste Management, who joined the meeting via videoconference, emphasized the importance of waste data collection and recommended that this should be a high priority for WEROC Shires. Mr. Perryman also strongly recommended that the Shire’s consider co-funding a regional waste coordinator. The Board resolved to refer the matter to the WEROC CEO Committee for further consideration.

At the WEROC CEO Committee meeting on Thursday 13 October 2022, the recommendation regarding a regional waste coordinator was generally supported. It was however, requested that a position description that clearly defined the scope of the role and a possible funding model be presented for consideration before moving forward.

At the WEROC Board meeting held on Monday 21 November 2022 the regional waste coordinator job and person specification prepared by the Executive officer was presented for consideration along with a per-capita funding model. It was recommended that the Board:

- 1) Adopt the WEROC Strategic Waste Management Plan and Landfill Consolidation Report
- 2) Endorse the recommendation of the WEROC Inc. CEO Committee that “*WEROC Inc. progress in engaging a regional waste coordinator to implement the recommendations of the Strategic Waste Management Report and to facilitate improved waste data collection, subject to a position description and funding model being approved by the WEROC Inc. Board*”
- 3) Endorse the WEROC Regional Waste Coordinator job and person specification; and
- 4) Consider and discuss the proposed per-capita funding model.

Ms. Lisa Clack, CEO Shire of Merredin requested that this matter be laid on the table until the next meeting, as the Shire of Merredin were concerned that the position description was too broad and that the per-capita funding model would be disadvantageous for Merredin in the short-term. Ms. Clack asked that the Shire of Merredin be given more time to consider the position requirements and devise a more equitable funding model and to present the same to the group at the next meeting.

It was resolved that the WEROC Strategic Waste Management Plan and Landfill Consolidation Report would be adopted and recommendations 2 to 4, be held over until the next meeting.



Comment

The Shire of Merredin have prepared an options paper which was presented for discussion at the WEROC meeting which has been attached for Councillor information.

The next WEROC Board meeting is scheduled for 26th April and they are seeking individual Council's resolution on the Shire of Merredin's Waste Management Options Paper and the interim, short-term and medium term recommendations which are mentioned from pages 29 to 34 of the attachment.



Statutory Environment

Nil



Policy Implications

Nil



Strategic Implications

Opportunity for a regional Waste Management Facility.



Financial Implications

Nil



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

Council direction is sought.



WEROC Waste Management Options Report

SHIRE OF MERREDIN

February 2023

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1. Executive Summary

As part of the WEROC Strategic Plan adopted in March 2022, one of the five key priorities was for the WEROC Strategic Waste Management Plan and Landfill Rationalisation Study to be completed.

ASK Waste Management (ASK) were engaged to complete the work on behalf of WEROC and a series of drafts have been under discussion, with relevant member Councils providing feedback since June 2022.

Following the submission of the draft documents, ASK Consultants recommended the adoption of the draft Strategic Waste Management Plan (SWMP) and Landfill Consolidation – Scenario Assessment (LCA) by WEROC, which included recommendations for actions across five categories. The main category - Waste Infrastructure and Operations, included the recommendation that WEROC move to a regional approach to landfill consolidation, with 2 regional landfills (Southern Cross and Merredin) and the remainder of the landfill sites transitioning to transfer stations.

It was also noted as part of the report that there is an immediate need for action on the consolidation of landfills as some of the current landfill sites that are proposed to be converted to transfer stations, will shortly reach capacity. As part of the report, a funding model of a per-capita split across the region for waste management was also proposed.

Subsequent meetings with ASK Waste Management Principal Mr Giles Perryman included further discussion on the employment of a Regional Waste Coordinator and implementation of data management as initial actions.

While the Shire of Merredin is generally supportive of the plans submitted by ASK, some limitations were identified in the documentation potentially creating either risks or delays for critical elements of the project. The funding model proposed was also of concern to Merredin as there is insufficient information for the impact and equity of the proposal to be assessed at this stage. Therefore, the Shire requested an opportunity to come back to WEROC with alternative options prior to the adoption of the ASK report and recommendations as originally submitted.

This report forms that review and an options paper for the consideration of the WEROC board. The alternative recommendation of the Shire of Merredin for the consideration of WEROC, is that the two reports are endorsed in principle, however, are subject to changes in the funding model and proposed order of works. The employment of the Regional Waste Coordinator, and data management are not recommended for immediate progression.

The proposal for two consolidated landfills, one at Merredin and one at Southern Cross, with the remaining facilities transitioning to transfer sites is supported, however, the revised proposal is that the Shires of Merredin and Yilgarn should each undertake and fund the required landfill masterplan inputs independently, with assistance from expert consultants within an agreed timeframe. The operational/whole-of-life costs estimates generated from this work should then be used to inform the funding model and discussion by WEROC prior to the commitment to any required capital works. The masterplans from the regional landfills will be key requirement inputs into the planning and costing for the transition of other sites from landfills to transfer stations.

Given the planning documents for the regional landfills will need to be completed by an expert consultant, and the scope development will be heavily led by the Works Manager at each respective Council, it is not recommended as a role for the Regional Waste Coordinator. As a result, the Regional Waste Coordinator is now recommended to be implemented later in the schedule, with a different skill set.

To address the immediate operational needs of end-of-life facilities, both the Shires of Merredin and Yilgarn should develop a gate fee for the acceptance of waste from other WEROC Shires. Facilities that

are nearing end of life, can be converted later to transfer stations, and continue limited operations, with waste transfer able to commence almost immediately.

In terms of determining a funding model, the revised proposal would see the Shires of Merredin and Yilgarn initially self-fund the relevant master planning stages, so there is not currently an urgency to determine this. A gate fee model alongside fixed contract terms, is likely to be the most appropriate option to be progressed once costs are determined, as these de-risk the commitment amongst all parties. This allows cost recovery to be built in and allows member Councils to potentially exit from the arrangements should there be a significant change in the assumptions of the services.

Across all five categories, the elements recommended within the ASK report will require extensive funding over the short to medium term. The staged approach allows for the significant elements of the planning to be completed for operations, and a modular approach can be taken to the remaining initiatives once costs are understood.

These recommendations are intended to provide practical options and next steps to build on the existing ASK report, while recognising some of the practical limitations of the full plan. The Shire of Merredin's review and proposed alternative approach is therefore submitted for the consideration of the WERO board alongside the ASK recommendations.

2. Background

Waste Management – a changing environment.

Against a background of climate change and community focus on sustainability, there is an increased expectation that Local Government will provide increased focus on waste avoidance and resource recovery, and there are a number of changes being implemented by the State Government to ensure this occurs.

From a State perspective, the Western Australian Government's Waste Strategy 2030 has set targets to reduce waste and increase recycling – targeting Net Zero by 2050, which may have significant impacts on waste service requirements within the WERO region going forward. While these State requirements are currently mainly Perth-centric, there is a potential for this to broaden to the regions in the future. Primarily the State focus is on an increase in recovery programs (Containers for Change and Construction Material Reuse Subsidy), and stronger legislative and compliance requirements (phased single use plastic ban underway, and e-waste landfill disposal ban by 2024, alongside increased waste operating, and rehabilitation requirements).

Data management will potentially become increasingly important as a focus, to manage the potential increases in legislative and reporting requirements. The proposed waste levy may also be extended to the regions in the future, which would potentially significantly increase costs of waste services. Given this environment, member Councils will be expected to do more in sustainable waste management going forward.

Additionally, the economics of waste management in the regions is becoming increasingly challenging. Labour and transport costs are increasing in the current macro-economic environment and will increase further again should there be additional legislative requirements to be complied with in the future. The costs of domestic recycling are expected to rise in the Wheatbelt, with the China ban on accepting waste from other countries (all products by 2024) meaning local, potentially more costly alternatives, for processing recycling will be needed. These economic pressures mean it is timely for WERO to seek opportunities for shared services or procurement which may off-set future cost increases, and improve our overall waste management such as making access to a specialised recycling stream economically viable which potentially reduces future costs for landfill rehabilitation.

To achieve improved outcomes for sustainable waste management and meet community expectation, there may also be a required behavioural change to improve waste separation and waste management practices, which would be supported by community engagement and education.

Strategic Waste Management ASK Reports:

ASK were engaged to produce a Strategic Waste Management Plan (SWMP) for WEROC. The scope was to develop a potential framework for regional collaboration and cooperation in the delivery of waste management services and improve waste management practices across the region. This would be consistent with the State Government of Western Australia Waste Strategy 2030, alongside identifying opportunities to reduce operational and compliance risks for member Councils.

ASK also completed a LCA Report to determine the feasibility of rationalising several landfills through site closures, establishing transfer stations, and operating a regional landfill(s) for the WEROC Councils, given some of the current operational landfills are approaching capacity.

Of note, the ASK report found the isolation of the member Councils along with the significant costs associated with the transport of waste and recycling materials, and the small rates base, pose significant challenges for maintaining the current number of landfills across the WEROC region. As many of the member Councils landfills were developed before best practice standards were introduced, they are not able to minimise the environmental impacts of waste disposal. Furthermore, some key facilities have limited disposal capacity remaining. Given the time required to identify, gain relevant approvals and develop a landfill site, a suitable solution needs to be developed promptly.

An additional challenge is that all member Councils have different capabilities and requirements for waste management, there are inconsistencies across needs, approach, and available reserves and resources to fund and implement any plans developed.

Key Findings WEROC Strategic Waste Management Plan and Landfill Consolidation (LCA) Report:

The key findings from the two reports are summarised below:

Strategic Waste Management Plan:

- Although not legislated, it is recommended that WEROC should be working towards aligning waste management practices in the region with the targets set out in the Waste Strategy 2030.
- The WEROC regions baseline municipal solid waste recovery rate is currently significantly lower than the targets set out in Waste Strategy 2030.
- Influencing factors include, small populations, large distance between settlements and markets, poor economies of scale, and lack of infrastructure - making waste avoidance and recycling a challenge in the regions.
- Five key action areas for sustainable management of waste were identified for action, including: data and information, waste infrastructure and operations, strategic planning, regional efficiencies, and waste minimisation. Recommended priority actions were identified under each of these (Refer SWMP Table 6.1 Pages 71-72).
- WEROC Councils are at different stages of evolution regarding waste management which does present some challenges in terms of consistency of waste goals and objectives across the region.

Landfill Consolidation (LCA) Report:

- Many of the existing landfill sites within the region are not situated to minimise the environmental impacts of waste disposal.
- Some Councils are approaching the design capacity for their landfill sites and nearing a critical situation to ensure a suitable alternative is identified soon within time and budget constraints.
- Based on the number of landfills per-capita, the region is over serviced.
- There is a variety of data collection, but often there is little data about the waste types or quantities received at each facility. Therefore, it is challenging for Shires to make informed operational and strategic decisions.
- Further work needs to be undertaken to plan for the consolidation of landfills sites to two regional sites recommended for location at Merredin and Southern Cross, and more accurately define economic impacts. This includes site surveys and landfill closure plans for all sites, detailed transfer station designs and master plans for the regional landfills.
- A range of challenges and non-compliances exist in the current operations of some sites within WEROC that could be addressed with the consolidation of landfills and the implementation of the SWMP priorities.
- The lack of disposal capacity places the region in a compromised position should a natural disaster impact these communities, sufficient capacity and infrastructure may not be available to manage the waste generated.

Additionally, while not a key finding as such, the recommended funding model was a per-capita split for funding the required works and initiatives.

Potential Limitations Inputs and Approach:

There are potential inaccuracies in the reported waste volumes used as a result of the data assumptions inputs into the plan. The data assumptions are valid - the overall tonnes of waste are extrapolated on a per capita basis from the projected WA Population 2030 reports and consider trends of falling waste generation per capita, and decreasing regional population, however, the 2021 figures extrapolated are misaligned to the actual volume of waste generated. An example is the report assumes in 2021, Merredin produced ~8k tonnes of waste, when in reality it produced ~3.5k tonnes of waste for the period. This data underpins some of the assumptions around potential of economies of scale, handling of specialist waste streams and the proposed funding model, so it is important to note the misalignment. It is not likely to have a material impact on some of the key findings of overservicing and recommending regional landfills in the priority areas of operations. If anything, correcting the data may reinforce the recommendations. It would, however, be important to refine the data inputs over time.

On review, there are some potential risks with the approach outlined by ASK, these risks are:

- Order of Works - the order of works proposed by ASK outlines priorities but does not consider the funding capacity. The order of works therefore makes the assumptions that all recommended elements will be prioritised and funded. This assumes all Councils have the funding maturity, or availability of funding reserves to fund the capital, and internal capability to scope and assist with the delivery of recommended projects.
- Scope of the Regional Waste Coordinator position - resourcing the Regional Waste Coordinator position requires clarity amongst member Councils on the scope and priorities, which will then determine the skill sets required for the role (project management vs community engagement). As the breadth of the position is so broad, there is a risk the recruitment may

not secure the correct candidate for the priority actions. Accountability and responsibility for actions will also need agreement.

- Funding model requires further work – The proposal is not user pays and the two regional landfills will wear significant cost and risk. There are some equity risks around standards of facilities at satellite sites which require further consideration. Some additional work will be completed as part of the recommended program of works to assist in developing an accurate funding model (e.g., lifecycle costs), however, agreeing to this at this point creates risk. It also assumes each WEROC Council can appropriately budget to meet both the plan and required capital improvements.

3. Purpose

The purpose of this document is to summarise the priorities outlined within the recent WEROC SWMP and propose an alternative approach towards their implementation.

The document aims to:

- Review and summarise the WEROC SWMP priorities and align them with what are understood to be WEROC priorities, in a way that is practical and achievable.
- Explore regional landfill consolidation options and present recommendations from the perspective of the Shire of Merredin and operational requirements of the member Councils.
- Discuss the options for a Regional Waste Coordinator and the respective feasibility / scope of the role.

The ASK plans are supported in principle, however, a revised order of works is recommended, along with the recommendation to revisit some elements at a later stage.

The proposed schedule is a way to agree to the parameters and timeframes for next steps, and if supported will provide:

- Agreement on the delivery schedule and initial costs for each Council to meet.
- Agreement to revisit the process once the initial planning for the two regional landfills is complete, and more detailed costs have been identified.
- Recognise there is a disparity between the requirements (compliance and operations) for the two regional landfills vs the other Councils which needs to be considered and factored into planning.
- Interim arrangements for gate fees be progressed to ensure immediate support is available for end-of-life facilities.

Recommendations and next steps are also presented.

4. Strategic Waste Management Plan (SWMP) Priorities

As part of the Strategic Waste Management Plan developed by ASK, a table of recommended Actions were identified which outlined priorities and targets for each.

Each Action and its associated target held information on the proposed priority each should be given. The ASK SWMP separates priorities into five categories: Data and Information, Waste Infrastructure and Operations, Strategic and Infrastructure Planning, Regional Efficiencies and Waste Minimisation.

These categories are key tenants of the overall plan, and it is agreed these should all be supported. However, the limitation of this approach is that it assumes all elements of the Strategic Waste Management Plan will be agreed to be implemented, and that there is capability and sufficient resources to fund and implement the proposed priorities and required works in a relatively short period of time. The ASK report does not give the necessary weight or priority to the immediate deliverables.

In reviewing the proposal, the approach taken instead has been to break down the action into deliverable sections in a way that recognises that not all elements of the project may be supported or funded. This essentially de-risks the approach as much as possible, until the cost implications of the shared approach are better understood.

Priority has been given to the operational urgencies for the Councils with end-of-life landfills, and therefore the focus has been on prioritising actions under the waste infrastructure and operations pillar of the plan. While the early actions recommended to be progressed may not seem to be the highest operational priority to meet this need – they are predecessors to the urgent actions, and therefore should ideally be completed first.

The overleaf table is a review of the proposed actions, providing comment on each and are listed in descending order, of the suggested order of works. Attached is a Gantt chart of the proposed revised order, as a visual reference (*Appendix 1 – Gantt Chart Proposed Revised Order of Works*).

For each Action, the ASK recommendation is described, a comment on the assumed WEROC overall priority (based on discussions to date), and in the interests of transparency, the Shire of Merredin has also identified where its priorities are aligned or not aligned with WEROC priorities. The table also outlines the different resource options for each action, by identifying those which would have potential to be delivered internally versus by a Regional Waste Coordinator (or where skills sets don't align, by another consultant). For clarity, this shows that some key priorities will still require a consultant to be engaged, regardless of if a Regional Waste Coordinator position is established in the short term.

In short – the recommendation is that the planning elements for establishing regional landfills at Merredin and Southern Cross are completed first, as the establishment of these will allow the infrastructure requirements for both sites, and the transfer stations are able to be identified. The remaining elements across the categories have been staged in a way that allows for the significant elements of the planning to be completed for operations, and a modular approach can be taken to the remaining initiatives once costs are understood.

An additional recommendation not listed in the table, but discussed in a later section of the report, is the development of interim gate fees at Merredin and Southern Cross as part of the critical path for the project. This will provide an option for Local Governments with landfills approaching end-of-life.

Should the revised approach be supported, other Councils can use the table to consider the internal resource requirements to deliver actions directly related to them.

Table 4.1. Strategic Waste Management Plan (SWMP) Actions & Priorities & Review

Table 4.1 SWMP Priority Evaluation

Action:	Proposed approach for WEROC waste management priorities, schedule and funding model				
Order:	1	Predecessors:	Nil	Timeframe:	Short-term
Draft SWMP Priority	Not identified within the SWMP but is a recommended first step for WEROC.				
WEROC Priority	HIGH – An agreed priority list, schedule of implementation, responsibility and funding is required before any of the items outlined within the SWMP are actioned. The completion of this item would allow member Councils to appropriately allocate resources (including budget). This item would provide clarity on the scope of work, deliverables and timing. The item would also need to be agreed to inform the discussion around the feasibility of a Regional Waste Coordinator.				
Shire of Merredin Priority/ Comment	HIGH – An agreed priority list, schedule of implementation, responsibility and funding is required before any of the items outlined within the SWMP are actioned.				
	Internal delivery		Regional Waste Coordinator		Waste Consultant
	Needs to be completed by WEROC Councils and WEROC Executive Officer.		N/A		Not required.

Action:	4.3.2* - Align Strategic Waste Management Plans with Strategic Community Plan and Operational Business Plans and Budgets				
	<i>* Denotes a correction to numbering used in the report, Correction from 4.3.1</i>				
Target:	Vertical alignment of operational activities, financial planning and strategic goals within the group in relation to waste services				
Order:	2 (ongoing)	Predecessors:	1, 4.2.3, 4.1.2	Timeframe:	Short-term (within each Council business planning schedule)
Draft SWMP Priority	HIGH - There is a risk that without inclusion, actions required within the plan will not be progressed, funded, or have resources allocated to achieve the outcomes required.				
WEROC Priority	LOW – This item refers to the SWMP being incorporated specifically as a relevant document/input into each respective Integrated Planning and Reporting Framework (IPR) and Strategic Community Plan (SCP). Depending on the funding model used, the specific alignment of capital works should be identified and captured as a priority where required. Each Council would complete this action as part of business as usual and regular review cycle for the SCP. While important to capture once agreed, this action does not require additional resourcing.				
Shire of Merredin Priority/ Comment	MEDIUM – The Shire of Merredin (SoM) understands the importance of completing this item to ensure items committed to are appropriately planned for, and adequate resources are allocated.				

Internal delivery	Regional Waste Coordinator	Waste Consultant
It would be most efficient to deliver this work internally during the completion of each WEROC Councils IPR work and annual planning.	Regional Waste Coordinator may identify relevant inputs for each LGA to consider, however this would still require inputs to be incorporated by each WEROC Council.	Not required.

Action: 4.2.3 – Develop Operational Management Plans			
Target: Operational practices and requirements for site management are documented by July 2024			
Order:	3	Predecessors:	Nil
Timeframe:	Short-term		
Draft SWMP Priority	<p>MEDIUM - Inefficient operations result in an increase in time and costs. The operational staff require a clear plan to work towards relating to waste operations. Documented plans and procedures ensure business continuity if key staff leave the organisation. Site management plans are effectively the ‘rule book’ governing all activities at the site. They are ‘living’ documents that are essential to ensure the safety of people and the environment, and the profitability of the operation (whether expressed in financial or other terms). They should be accessible and known to all staff and be reviewed on a regular basis to ensure that they remain relevant and effective.</p>		
WEROC Priority	<p>MEDIUM/LOW – Existing operating practises are working for WEROC Councils. Those Councils looking to convert landfills into transfer stations would not require this work to be completed. Once these sites are converted to transfer stations generic documentation may be developed for all sites. The status of the Southern Cross Operational Management Plan (OMP) and Landfill Closure Management Plan (LCMP) is unknown, however, it is assumed as per Merredin, this would also be a priority for Southern Cross as the second recommended regional landfill, if these are not already in place.</p>		
Shire of Merredin Priority/ Comment	<p>HIGH – The SoM is in the process of reviewing current operational practices and is actively looking to develop an OMP. The OMP and LCMP are essential to enable the determination of a true cost of operation. Efficient operating practices would enable the SoM to accept municipal waste from other member Councils without incurring a significant increase in operational costs and risk. This in turn would deliver cost efficiencies to the Shire which would be passed on to other member Councils in the form of a reduced gate fee. The SoM is planning to progress this piece of work in the short term regardless of the decision of the WEROC Councils on the SWMP.</p>		
Internal delivery	Regional Waste Coordinator	Waste Consultant	
WEROC Councils would likely not have the internal capacity or capability to develop the required documentation.	A Regional Waste Coordinator at an officer level, would likely not have the appropriate skillset or experience to develop the required plans.	Recommended as the most appropriate / qualified resource to develop OMPs.	

Action:	4.2.4 Produce Landfill Closure Management Plans		
Target:	To produce LCMPs for all registered sites and start funding closure reserve by July 2023		
Order	4	Predecessors: 4.2.3	Timeframe: Short-term
Draft SWMP Priority	<p>HIGH – That without an LCMP in place, a site:</p> <ul style="list-style-type: none"> • Is in breach of the regulations; • Has no final landform to work towards (footprint, height, batters, etc); • Has no cost estimate for capping works and post-closure monitoring; and • Has no approved capping design to be established <p>Further, as environmental regulations become more stringent, new regulations may require a higher standard of capping and therefore a higher cost. Therefore, sites should be progressively capped as soon as possible.</p>		
WEROC Priority	<p>HIGH – Landfill sites that fall under the <i>Rural Landfill Act 2002</i> are required to have a LCMP. Additionally, this document is important in informing the costs associated with the transition of landfill sites to transfer stations. Given the potential non-compliance, it may be more appropriate for each WEROC Council to fund and complete this work individually.</p> <p>It is recommended the Shires of Yilgarn and Merredin complete this work prior to the transition to consolidated landfill sites as this will inform the development of appropriate and transparent fees and charges.</p>		
Shire of Merredin Priority/ Comment	<p>HIGH – In addition to the legislative requirements, the SoM considers a LCMP document essential to be able to complete true cost modelling and therefore set suitable fees for service. The Office of the Auditor General (OAG) has also included this documentation in annual audits. As such, the SoM is planning to progress the development of a LCMP in the short-term regardless of the decision of the WEROC Councils on the SWMP.</p>		
	Internal delivery	Regional Waste Coordinator	Waste Consultant
	WEROC Councils would not have internal capability to develop appropriate LCMPs.	A Regional Waste Coordinator would be unlikely to have the appropriate skillset / experience at an officer level to develop the documentation.	Recommended as the most appropriate / qualified resource for development of LCMPs.

Action:	4.5.1 – Drivers for resource recovery and decision making		
Target:	To ensure a thorough assessment the feasibility of any waste diversion measure is completed		
Order:	5	Predecessors: Nil	Timeframe: Short-term
Draft SWMP Priority	<p>MEDIUM – Without an understanding of the drivers to divert wastes from landfill, together with the economics and markets for the diverted/reprocessed materials, informed decisions cannot be made. There is little point in separating and processing a material stream if there is no viable end market for the product.</p>		

WEROC Priority	MEDIUM – This item should be integrated into the development of master planning documentation for the regional landfill sites. This information is important in determining appropriate gate fees or cost recovery and to budget for proposed capital and operational costs associated with the transition to a regional landfill. As part of the conversion of satellite sites into transfer stations, the separation of waste streams would also need to be considered in the design of the transfer sites. Additionally, this may determine the design and procurement of future services and access to increased waste recovery streams should the regional approach make some streams economically viable.		
Shire of Merredin Priority/ Comment	MEDIUM – The SoM is in the process of investigating drivers for resource recovery at a local level to improve existing operating practices and inform future planning. Further research and investigation will be completed as part of the development of master planning documentation including an OMP and LCMP. Understanding the key drivers in resource recovery would assist the SoM in diverting waste from landfill and potentially increasing revenue generation, which would in turn potentially reduce fees and charges. The SoM is planning to progress this piece of work in the short term regardless of the decision of the WEROC Councils on the SWMP.		
	Internal delivery	Regional Waste Coordinator	Waste Consultant
	This item can be processed internally by each WEROC Council, however some technical support may be required by a Regional Waste Coordinator or Consultant.	Regional Waste Coordinator could provide recommendations to WEROC Councils for implementation.	This item could be incorporated in a scope of works for the development of site OMPs or other master planning documentation to be completed by a Consultant.

Action:	4.5.3 – Low volume – highly polluting wastes		
Target:	To assess feasibility of low volume – highly polluting waste diversion measures for the region		
Order:	6	Predecessors:	Nil
		Timeframe:	Short-term
Draft SWMP Priority	HIGH - Low volume, highly polluting (LVHP) waste is problematic for landfills as it can have disproportionately high environmental, health and safety impacts when managed inappropriately. Such wastes include household hazardous waste (HHW), agricultural chemicals and electronic waste (e-waste).		
WEROC Priority	MEDIUM – These waste items pose risks to each WEROC Councils waste management practices, which have specific handling requirements and may not be accepted by all landfill sites. Additionally, as stricter regulations are imposed, including the State Government of Western Australia’s ban of e-waste disposal to landfill by 2024, the incorrect management of these waste types present significant compliance and liability risks that will need to be considered and managed at all sites including transfer stations. As outlined in the SWMP, WEROC should advocate to the Waste Authority to extend their Household Hazardous Waste collection scheme to regional areas. Additionally, this may determine the design and procurement of future services and access to increased waste recovery streams should the regional approach make some streams economically viable.		
Shire of Merredin Priority/ Comment	HIGH – The SoM is currently in the process of amending its operating licence to enable the processing and recovery of e-waste. The ability to process and recover LVHP waste streams is based on the separation at the source. It is therefore critical that this is a key consideration in the development of design for transfer stations and master planning documentation for the regional landfills to allow appropriate initiatives to be developed and suitable infrastructure to be put in place.		
	Internal delivery	Regional Waste Coordinator	Waste Consultant
	This item can be processed internally by each WEROC Council, however, some technical support may be required by a Regional Waste Coordinator or Consultant.	Regional Waste Coordinator could provide recommendations to WEROC Councils for implementation.	This item could be incorporated in a scope of works for the development of site OMPs or other master planning documentation to be completed by a Consultant.

Action:	4.1.2 – Quantify and fund existing operational costs and future closure liabilities		
Target:	Define existing and future closure liability cost. Establish and fund the closure reserve		
Order	7	Predecessors: 4.2.3, 4.2.4	Timeframe: Short-term
Draft SWMP Priority	HIGH - If the whole of life costs (previously calculated for other small landfills at \$55-\$150 per tonne) are not covered by the gate fees and do not have a waste reserve fund established, it is likely that full cost recovery is not occurring. Furthermore, the Shires will incur a significant financial burden when landfills close and rehabilitation is required.		
WEROC Priority	MEDIUM – This item is essentially the implementation of Action 4.2.4 (above) and setting up appropriate rehabilitation reserves. If a gate fee model is adopted as the preferred funding model, the Shires of Merredin and Yilgarn would need to complete this item before other Councils so accurate costs can be identified, and sufficient waste fees and charges can be developed for each Council. It is recommended this is reviewed regularly once identified, as there is the potential for legislative compliance requirements for closures to increase over time, and therefore financial commitment liabilities may also be required to increase.		
Shire of Merredin Priority/ Comment	HIGH – This item is required to determine appropriate gate fees or cost recovery and to budget for proposed capital and operational costs associated with the transition to a regional landfill.		
	Internal delivery	Regional Waste Coordinator	Waste Consultant
	Internal staff at each respective Council would need to be made available to both a Consultant and the Regional Waste Coordinator for access to the appropriate data/information to complete this work. Alternatively, following the development of a LCMP, this work could be completed internally by each respective Council.	Depending on skill set, the Regional Waste Coordinator could complete this item with input from all Councils. More work would be required for Merredin and Southern Cross, however, the benefits of transparent costings would be shared by all Councils.	LCMPs (inclusive of costings) are recommended to be completed by a Consultant to inform the development of these figures. Additionally, the Consultant could also complete a lifecycle cost analysis of waste operations for each LGA, should WEROC Councils wish to include this optional piece of work.

Action:	4.2.2 – Establishment of regional landfills at Southern Cross and Merredin		
Target:	To implement regional landfills at Southern Cross and Merredin		
Order:	8	Predecessors: 1, 4.1.2	Timeframe: Short-term
Draft SWMP Priority	HIGH - The cost per tonne to operate a small landfill in line with the Regulations is very high. There is no cost recovery (gate fees) for commercial waste dropped at unstaffed landfills. Non-compliant landfills are likely to require more costly rehabilitation works in the future due to the disposal of wastes that should not be accepted. The rehabilitation requirements for rural landfills will become more stringent in the future, resulting in higher capping and closure cost. The risk of injury to the public and unstaffed landfills is higher.		

WEROC Priority	HIGH – Some WEROC Councils are approaching the end of their landfill usable life. The transition to two regional landfills would provide a suitable option to address these risks. Additionally, this action has the potential to address a number of non-compliances that may be present within the operation of existing WEROC landfills. Given the time required to identify, gain approval and develop a new landfill site, the situation is becoming critical for some WEROC Councils as they approach waste disposal capacity at their existing sites.		
Shire of Merredin Priority/ Comment	MEDIUM – The Shire supports the improvement of waste management practices within the region and is actively looking to assist the WEROC Councils approaching the end of their landfill usable life. However - the transition to two regional landfills does not present significant benefit to the SoM, and Merredin can continue operating its current landfill ‘as-is’ with minimal additional investment. Additionally, the two regional landfill sites (Merredin and Southern Cross) will be left with the liability associated with more stringent future operational requirements. Given this, while progressing the regional landfills is considered a priority for the SoM to achieve improved waste management for the region, it would not be essential for SoM operations for a regional landfill to be established.		
	Internal delivery	Regional Waste Coordinator	Waste Consultant
	Could be completed internally. Assumes the Shires of Merredin and Yilgarn have existing supports with the capability to implement the regional landfill sites, and relevant additional operational costs can be recovered based on agreed funding model.	Could be completed by Regional Waste Coordinator with suitable waste and project management background. Projects would still need funding model agreed, and considerable input from WEROC Councils.	Not required.

Action:	4.2.1 – Conversion of landfills to transfer stations			
Target:	To convert landfills (other than Merredin and Southern Cross) to transfer stations			
Order:	9	Predecessors:	4.2.2	Timeframe: Medium-term
Draft SWMP Priority	HIGH - The cost per tonne to operate a small landfill in line with the Regulations is very high. Non-compliant landfills are likely to require more costly rehabilitation works in the future due to the disposal of wastes that should not be accepted. The risk of injury to the public and unstaffed landfills is higher. The rehabilitation requirements for rural landfills will become more stringent in the future, resulting in higher capping and closure cost.			
WEROC Priority	MEDIUM – A number of the WEROC Councils require the immediate identification of a suitable alternative location for the disposal of their municipal waste. Option 2 (recommended) outlined within the SWMP and LCA Report have identified Merredin and Southern Cross as suitable sites, however, a number of actions are required to be completed before these sites would be able to accept waste from the other WEROC Councils. Should it be required, WEROC Councils can start transporting kerbside waste to regional landfills before completing this item (with conversion occurring later). Of note, depending on the complexities of the plans developed for the transition to a transfer station, WEROC may wish to consider implementing Action 4.4.2 (below) prior to progressing these projects, so suitable coordination and project support is available for this deliverable. The ASK Report for Landfill consolidation provides the beginnings of a scope of works for the conversion of Landfills to Transfer Stations.			
Shire of Merredin Priority/ Comment	MEDIUM – The SoM understands that this is a required step in the transitions to two regional landfill sites, however, the completion of these works has limited impact on the SoM. The SoM would however like to confirm that these works are completed to a standard that allows the mitigation of the acceptance of non-compliant waste wherever possible. This reduces both risks and potential costs for other member Councils. It is assumed that this will also apply to Southern Cross.			

Internal delivery	Regional Waste Coordinator	Waste Consultant
Could be completed internally dependent on WEROC Councils internal capacity and capability. Assumes impacted Councils have some existing capability to implement the transition, however, this item may benefit from support from a Regional Waste Coordinator.	Could be completed by Regional Waste Coordinator with waste and project management background. Projects would still need agreed funding model and considerable input from WEROC Councils.	Not required.

Action: 4.4.2 – Feasibility of a Regional Waste Coordinator			
Target: To assess the feasibility of a Regional Waste Coordinator			
Order:	10	Predecessors:	1
Timeframe:	Medium-term		
Draft SWMP Priority	<p>HIGH - Most of the officers are only able to devote a relatively small portion of their time to waste. This is problematic considering the industry’s tightening environmental regulation and increasing community expectations for waste management. Demands on staff time for waste management activities will continue to grow as the expectation and need to provide more environmentally responsible waste management solutions increases.</p>		
WEROC Priority	<p>HIGH – There are a number of actions outlined within the SWMP and LCA Report. We acknowledge that allocating new resourcing to waste management is a challenge, and each member Council may not have sufficient resources to complete all of the SWMP actions internally. However, while the priority for the assessment of the WC role remains high, the majority of short-term actions are likely to require a consultant or internal resources to complete. Additionally, the majority of these short-term actions sit with the Shires of Merredin and Yilgarn. As such, while this remains a high priority for completion, it is recommended it is not undertaken until the immediate / short term priorities have been actioned.</p> <p>It should be noted that this item may wish to be completed prior to Action 4.2.1 depending on the complexity of the relevant plans developed for the transition to transfer stations.</p>		
Shire of Merredin Priority/ Comment	<p>MEDIUM – The SoM understands that an additional resource has the potential to assist in the transition to two regional landfill sites and the implementation of the SWMP, however, the SoM believes that sourcing someone with a suitable skillset to complete all actions outlined in the SWMP is not possible. Additionally, the SoM has identified that a number of the actions would still need to be completed by a consultant. It is also believed that should a regional WC be brought in to assist WEROC, it should be done at a stage following the confirmation of the process and funding model for the transition to two regional landfill sites. Additionally, given the diverse skill set required to complete the actions outlined within the SWMP and the difficulty in recruiting for regional roles, the WC should either have a background in waste and project management (would suit the identified short-term priorities) or waste education and strategic planning (would suit the identified medium and long-term priorities). WEROC are to agree which actions are their priority and the PD should be tailored as such. A number of questions around the implementation of a Regional WC still remain, including the funding and employment model, location, reporting structure etc. The SoM recommends the short-term priorities (which mainly require action from the Shires of Merredin and Yilgarn) are completed with a combination of internal resources and Consultants with member Councils each funding respective relevant works. As such, this item is recommended to be completed as Action 10, with a medium priority.</p>		
Internal delivery	Regional Waste Coordinator	Waste Consultant	
To be completed internally. WEROC EO has developed a position description (PD) for consideration.	N/A	Not required.	

Action:	4.4.3 – Regional Procurement.		
Target:	To maximise economies of scale through regional procurement.		
Order:	11	Predecessors:	4.2.1 Timeframe: Medium-term
Draft SWMP Priority	HIGH - Individual Shires often lack the economies of scale necessary to make many waste management initiatives viable. More remote facilities struggle to have recyclable materials collected (e.g., scrap metal).		
WEROC Priority	HIGH – There is a high potential for efficiency and cost savings through regional procurement, for future kerbside collection and other waste initiatives. This allows WEROC Councils to potentially offer improved waste management locally with access to more services that may not usually be economically viable for a single LGA in the region.		
Shire of Merredin Priority/ Comment	MEDIUM – The SoM acknowledges the high potential for efficiencies and cost savings with a shared approach, particularly with kerbside collection, however, believes that the implementation of two regional landfills which is aligned with LG core service delivery, should be completed as a priority. Additionally, this allows accurate costs to be developed based on the changed logistics of a two-landfill regional service model. The configuration and management of additional elements and contracts (beyond kerbside collection) would need to be agreed before progressing with this item.		
	Internal delivery	Regional Waste Coordinator	Waste Consultant
	This work could be completed internally, led by the WEROC EO with input from all Councils, however, has predecessors to ensure accurate contract volumes and costings.	This works would be suitable to be completed by a Regional Waste Coordinator (skillset dependent) with input from each WEROC Council.	Not required.

Action:	4.1.1 – Introduce consistent waste data collection		
Target:	The Shire has appropriate systems to improve waste data collection by July 2023.		
Order:	12	Predecessors:	Nil Timeframe: Medium-term
Draft SWMP Priority	HIGH - A lack of data on incoming waste types and producers creates difficulty in analysing waste volumes, types and flows needed to underpin site development and landfill airspace consumption, the feasibility of recycling initiatives and to set, monitor and manage costs for waste services provided. With no material type data, the actual tonnage that could be diverted and processed is unknown. The lack of accurate waste data makes comparison and collation of the region's data problematic and creates difficulty in analysing the data needed to underpin any regional initiatives, including the infrastructure needs and transport cost estimated for a regional landfill.		
WEROC Priority	MEDIUM – Landfill Consolidation and SWMP actions can progress without data collection. However, the Councils that are not reporting (optional) as part of the annual LG Waste and Annual Environmental Reporting are unlikely to be producing data that would be suitable to inform strategic documents at a regional level (both type and volume). Additionally, data collection methods at satellite sites are likely to change with the transition to transfer stations, and therefore it would not be a priority in the short term as the data validation would not have any significant impact on the development of the LCMPs and the OMPs. Waste data collection at the two regional landfill sites is important to progress sooner.		

Shire of Merredin Priority/ Comment	<p>MEDIUM – The Shire currently meets its recording and reporting requirements. Waste volume data validation is important in developing key operational documents for OMPs and LCMPs, but it is expected the waste volume data from satellite sites would not be of a sufficient volume to materially alter the plans (unless there was a significant change in industry or population in the area). However, it should be noted these will be live documents to be reviewed at regular intervals, and therefore the inputs could be updated at a later point. The Shire of Merredin is in the process of implementing an improved data management system during the 2023 year irrespective of the SWMP priorities.</p> <p>SoM notes that the data presented within the SWMP is not the data the Shire collects and has instead been extrapolated from other inputs. As the SoM directly collected data is more accurate, this would be used for the development of the OMPs and the LCMPs documents.</p>		
	Internal delivery	Regional Waste Coordinator	Waste Consultant
	Each Council is best positioned to record data.	The Regional Waste Coordinator can assist in outlining reporting requirements and process for data collection.	The Consultant can assist in outlining reporting requirements and process for data collection.

Action:	4.3.1 – Develop an Emergency Waste Management Plan		
Target:	Increased level of regional preparedness for emergency waste management		
Order:	13	Predecessors:	4.2.2, 4.2.1
		Timeframe:	Medium-term
Draft SWMP Priority	<p>MEDIUM - Natural disaster impacts can generate significant quantities of waste. Emergency waste issues can have significant environmental and public health impacts, place an additional financial strain on those tasked with recovery, and can impede community recovery. Before communities can rebuild after emergencies, they must first safely remove and dispose of waste generated from the incidents. Clean-up and disposal of this waste could easily overwhelm the operational capabilities of the group or individual Shires, consume significant amounts of airspace at the landfills and impact on longer-term waste disposal needs for the community. There is little time for assessment and planning, after a disaster or emergency, so pre-planning is very important. The lack of planning can lead to costly and slow recovery and increase health and safety risks.</p>		
WEROC Priority	<p>LOW - The risk of a large-scale event that would overwhelm waste management capability within the region is low and, in this event, assistance would be sought from State Government, and the Department of Health as per the usual escalation protocols.</p>		
Shire of Merredin Priority/ Comment	<p>LOW – Although the SoM acknowledges the importance of emergency preparedness and planning for emergency waste management, the risk of a large-scale event that would overwhelm waste management with the region is low. In the event of a declared incident, assistance would be sought from State Government.</p>		
	Internal delivery	Regional Waste Coordinator	Waste Consultant
	This work is unlikely to be completed internally, WEROC Councils may not have the internal expertise. Once developed this would be built into LEMC/DEMC process.	This item may be completed by a Regional Waste Coordinator dependent on their skillset and experience.	Recommended as the most appropriate / qualified resource for developing Emergency Waste Management Plans.

Action:	4.1.4 – Quantify Community Opinion		
Target:	Gain an understanding of the community’s views on Waste Management		
Order:	14	Predecessors:	Nil
		Timeframe:	Medium-term
Draft SWMP Priority	<p>MEDIUM - The attitudes of the community (commercial and residential) relating to current and future waste management services need to be determined. The information should be considered for the development of waste management strategies, plans and resource recovery measures for the group. With regular surveys, changes in attitudes can be tracked.</p>		
WEROC Priority	<p>LOW – The SWMP and LCA Report outline several higher priorities for immediate consideration. As this information would not be required in the short term, it is recommended this is linked to the Regional Waste Coordinator position, and the use of proxy data through existing survey mechanisms is used in the short term instead.</p>		
Shire of Merredin Priority/ Comment	<p>LOW – The SoM does not consider this an operational priority in the short term. The collection of baseline community sentiment and practices data could potentially be useful in measuring the impact of the proposed SWMP and regional approach, or the behavioural/attitudinal impacts of waste education initiatives. However, there are alternative mechanisms each Council can use to collect proxy data – such as through their regular community perception survey. It would be useful to collect waste specific data should a Regional Waste Coordinator be employed with a focus on waste education and community engagement in the early stages of their employment.</p>		
	Internal delivery	Regional Waste Coordinator	Waste Consultant
	Could be completed internally or by Regional Waste Coordinator.	This would be a suitable item for a Regional Waste Coordinator to complete, should the Position Description have a focus on waste education and community engagement.	Not required.

Action:	4.1.3 – Implement an education and awareness program		
Target:	Implement ongoing waste engagement and education across the region		
Order:	15	Predecessors:	4.1.1, 4.1.4
		Timeframe:	Medium-term
Draft SWMP Priority	<p>HIGH - There is a need to educate and involve the community (residential and commercial) about waste management and resource recovery in line with the WA Waste Strategy 2030 objectives and outcomes. The group should focus on communicating the risks, challenges, and opportunities of waste management in the region, and how the local community can play a role in sustainably managing waste. Unless the community understand the reasons for their actions and can see genuine and attainable results, there is little motivation for changes in behaviour. Waste generators also play a significant role in determining resource recovery rates achieved. This will be influenced through the participation in recycling services provided and the amount of contamination within collected materials. Education, engagement, and positive promotion of services will play a key role in influencing the group and individual Shire’s performance.</p>		
WEROC Priority	<p>LOW – This is still a priority item, and will assist in reducing the risk in accepting regional waste for Southern Cross and Merredin (increased recycling with reduced contamination and overall reduced waste volumes as an expected outcome of this project), however, the costing model and the process for the implementation of regional landfills is the higher priority. Early education is also likely to focus on informing locally of the changes to operations.</p>		

Shire of Merredin Priority/Comment	<p>LOW – Based on annual audits, the SoM operations have minimal/minor waste acceptance issues, with no issues of note. This item would potentially reduce waste entering landfill and improve recycling, however, given budget constraints, this is not considered a short-term priority.</p>		
	Internal delivery	Regional Waste Coordinator	Waste Consultant
	<p>Existing collateral / reference material is available from WasteSorted should individual Councils wish to progress this item in the interim. Could be completed internally or by the Regional Waste Coordinator.</p>	<p>This would be a suitable item for a Regional Waste Coordinator to complete. However, based on the priority items and the limited potential of securing a resource with the diverse skillset outlined within the current PD, operational and capital priorities should be completed first.</p>	<p>Not required.</p>

Action:	4.2.5 – Infrastructure implications of the Waste Strategy 2030			
Target:	To review services provided with better practice approaches/guidelines within 12 months of release			
Order:	16	Predecessors:	Nil	Timeframe: Medium-term
Draft SWMP Priority	<p>LOW - Low recovery rates for materials contribute to increased consumption of landfill airspace. The Waste Strategy 2030 requires: All waste to be managed and/or disposed using better practice approaches by 2030.</p>			
WEROC Priority	<p>LOW - Waste Authority better practice drop-off guidelines have been released (March 2022) and can be used as an informing document for this element. This item would not have a material impact on the usable life of any of the WEROC Landfills or cost of operation at this stage, however, relevant recommendations derived from the guidelines can be built into OMPs and service levels between Councils.</p>			
Shire of Merredin Priority/Comment	<p>LOW – Although it is accepted that better practices would increase the life of the Merredin Landfill, the SoM believes that other action items will have a greater impact on the landfill usable life. Waste Authority better practice drop-off guidelines have been released (March 2022) and can be used as an informing document for this element, and where practicable built into OMPs and service levels between Councils.</p>			
	Internal delivery	Regional Waste Coordinator	Waste Consultant	
	<p>This work could be completed internally by each Council.</p>	<p>This work could be completed by a Waste Coordinator, or alternatively the Waste Coordinator would provide recommendations to WEROC Councils for implementation.</p>	<p>A Consultant may be able to complete a portion of this work in association with the development of site OMPs and/or Masterplans.</p>	

Action:	4.4.1 - Feasibility of a regional waste team		
Target:	To assess the feasibility of a regional waste team		
Order:	17	Predecessors:	Nil
		Timeframe:	Medium-term
Draft SWMP Priority	<p>MEDIUM - Most of the officers are only able to devote a relatively small portion of their time to waste. This is problematic considering the industry's tightening environmental regulation and increasing community expectations for waste management. Demands on staff time for waste management activities will continue to grow as the expectation and need to provide more environmentally responsible waste management solutions increases.</p>		
WEROC Priority	<p>LOW – Given the limited reference to regional WA in the Waste Strategy 2030, it is unlikely that significant increases to environmental regulations will occur in the short-term requiring additional resources (waste team). The success of a Regional Waste Coordinator would be the most appropriate first step to assess the potential benefit of forming a regional waste team. This should remain a priority consideration, however not in the immediate future.</p>		
Shire of Merredin Priority/ Comment	<p>LOW – Following the completion of the short-term priorities, the SoM believe that the feasibility of a Regional Waste Coordinator should be explored before considering a regional waste team. Although the potential increase in regulatory requirements may require more resources to be allocated to waste management, the implementation of new landfill management software and conversion of satellite sites to transfer stations is expected to reduce current officers time allocated to data collection, management and reporting overall.</p>		
	Internal delivery	Regional Waste Coordinator	Waste Consultant
	To be completed internally.	Regional Waste Coordinator may provide input.	Not required.

Action:	4.5.2 – Local markets for recovered materials		
Target:	To maximise the local procurement of recycled materials when feasible		
Order:	18	Predecessors:	Nil
		Timeframe:	Medium-term
Draft SWMP Priority	<p>MEDIUM - When recovered materials are 'exported' from the area to distant markets the 'value' of the material is lost from the local economy. Local Government has little or no control over the value or stability of distant markets. For example, the China Sword Policy has led to a collapse in the value of packaging recyclables. Low value – high volume materials such as concrete and organics require local markets, as the transport cost is too high in relation to the product's value.</p>		
WEROC Priority	<p>LOW – A number of short-term actions to improve waste management across the WEROC region precede this action. Contamination of waste streams and costs associated with processing low value – high volume materials may be addressed with the implementation of improved waste management practices as part of the transition to two regional landfill sites. The WEROC Councils could also advocate for State Government funding support and waste infrastructure development to improve the feasibility of progressing this item.</p>		
Shire of Merredin Priority/ Comment	<p>LOW – The SoM acknowledges the value in having the ability to process and use recycled materials such as crushed concrete locally. However, the suitable infrastructure and management practices would need to be established before the economic feasibility is assessed and this item is progressed. The two regional landfills of Southern Cross and Merredin can consider this in future as part of their overall Masterplans/OMPs / LCMPs.</p>		

Internal delivery	Regional Waste Coordinator	Waste Consultant
This work could be completed internally by each Council.	Regional Waste Coordinator would provide recommendations to WEROC Councils for implementation.	A Consultant could complete with a review of the relevant Waste Management Plans.

Action:	4.2.6 – Minimise greenhouse gas emissions from landfill				
Target:	To minimise greenhouse gas emissions from landfill				
Order:	19	Predecessors:	Nil	Timeframe:	Medium-term
Draft SWMP Priority	LOW - Due to the small size of landfills in the region, best practice management of landfill gas through collection and flaring is not viable, resulting in the uncontrolled emission of methane into the atmosphere.				
WEROC Priority	LOW – The number of actions required to ensure continued waste management across the WEROC region precede this action, and some elements have been identified as not currently viable. The two regional landfills of Southern Cross and Merredin can consider this in future as part of their overall Masterplans/OMPs / LCMPs.				
Shire of Merredin Priority/ Comment	LOW – Although SoM is supportive of the reduction of greenhouse gas emissions and has a number of initiatives in place to reduce the organisations carbon footprint, the SoM have a number of other priority waste and other sustainability actions to be completed before investigating this item further. Except for flaring, the SoM already has completed a significant number of the other elements of this item (eg: diversion of organic waste, and progressive site rehabilitation). ASK has identified one significant element of this action – flaring, as not currently viable, therefore SoM will keep a watching brief on the available technology for flaring, and review if the overall viability of this practice changes in the medium to long term.				
Internal delivery	Regional Waste Coordinator			Waste Consultant	
This work could be completed internally by each Council.	Regional Waste Coordinator would provide recommendations to WEROC Councils for implementation.			A Consultant could complete with a review of the relevant Waste Management Plans.	

To enable the timely establishment of two regional landfill sites and the ongoing improvement of waste management practices within the WEROC region, a confirmed funding model, priorities, and method of delivery are required. As outlined above, while all actions are supported, the order of priorities set within the WEROC SWMP do not always align with the operational priorities for WEROC.

The order of the priorities outlined in the table and shown in *Appendix 1 - Gantt Chart Proposed Revised Order of Works* is based on giving priority to actions which are critical for the consolidation of landfill sites and the ability for member Council's to complete the required works. As Merredin and Southern Cross are proposed to become regional landfill sites, it is more critical that they complete their respective actions in conjunction with, or before the other WEROC Councils. It should be noted that the order of completion outlined within the above table is based on the premise that a gate fee funding structure is adopted in the interim rather than a per capita funding model, with the Shires of Merredin and Yilgarn initially self-funding the relevant master planning stages. A gate fee model alongside fixed contract terms, is however likely to be the most appropriate option to be progressed once costs are determined, as this de-risks the commitment amongst all parties. It allows cost recovery to be built in and allows member Councils to potentially exit from the arrangements should there be a significant change in the assumptions of the services. This is explored further in the below section of this report. The key decision points of funding approach and the Regional Waste Coordinator are discussed further below.

5. Landfill Consolidation Options – Funding

The consolidation of existing WEROC landfill sites to two regional sites will require the allocation of resources (largely financial), to enable the delivery of the short-term priorities outlined within Table 4.1. Interdependencies exist between member Councils in terms of both the order of works and the funding, which would need to be managed effectively to enable the transition to two regional landfill sites and improved waste management within the region.

Additionally, both the contributions to, and derived benefits from, the implementation of the WEROC SWMP are not equitably distributed between member Councils in a way that recognises the required work, associated risks and capital requirements.

As such, it is essential that a suitable funding model be developed that addresses these considerations, which is well informed, and evidence based. It is also critical that funding considerations and discussions do not hold up the process, and the efficient delivery of priorities, as the consolidation of landfill sites is becoming time critical for some member Councils that need immediate operational options.

The following options have been derived from the draft SWMP developed by ASK Waste Management and existing practices in other regions.

Option 1 – Per-capita funding model

A per capita funding model for waste management was proposed by ASK Waste Management within the LCA Report. This funding model would essentially divide the total predicted expenditure for waste management for the WEROC Councils between each of the Councils based on their population.

The predicted expenditure would ideally be based on the results of a whole of life cost analysis, which would include the operation of all the facilities and the transport of waste between the facilities. However, limited detail is provided within the report as to what point within the transition towards two regional landfills this model would be implemented and to how the model would enable the delivery of capital projects and operational decision making. Consideration would also need to be given to the generation of revenue at the two regional landfills.

This model would have the benefit of sharing logistics costs between all the WEROC Councils.

However, a number of priorities would need to be actioned to allow a whole of life cost analysis to be completed to inform the development of suitable per-capita fee. This would include the completion of Operational Management Plans (OMPs), Landfill Closure Management Plans (LCMPs), conversion of two regional landfill sites, and creation of regional waste management contracts (refer to Actions 1-11 in Table 4.1).

Considerations for a per-capita model include:

- Cost efficiencies may be derived from uniform timing of delivery of priorities across member Councils. However, this would require an agreed list of priorities and delivery approach as well as each member Council to be in the position to provide the necessary resources aligned with the project requirements.
- Decision making could be delayed, with any decisions that require unbudgeted funding, or the significant allocation of resources, requiring endorsement from WEROC delegates. This would likely be a regular occurrence as the short-term priorities largely consist of the development of planning documentation and implementation of operational changes which may be different for each Council.

- A per capita model may increase the ease of employing a Regional Waste Coordinator who could complete agreed capital projects and implement operational changes for each Council. However, this would be significant work for one person and may be beyond the skill set of a coordinator level position.
- The liability for each existing landfill site would remain with the respective WEROC Council even if associated works are completed by a Regional Waste Coordinator, with direction from WEROC. However, each Council may not have control over the prioritisation of risk mitigations and works. As such, group decisions on standards for facilities may introduce risk for some Councils.
- Any operational actions and improvement projects not highlighted within the SWMP would need to be endorsed by all WEROC member Councils, which may not have the equivalent incentive to agree, as once the initial operational imperatives have been dealt with, the liabilities and operational efficiencies are not shared (for example additional plant).
- Member Councils may have competing budget priorities or may be hampered with the lack of availability of waste specific reserves. Additionally, inputs would be required to be timed to align with budget processes and associated integrated planning and reporting framework inputs.

Option 2 – Gate fee funding model

A gate funding model for waste management would involve the two proposed regional landfill sites to develop suitable gate fees for the acceptance of municipal waste from other WEROC Councils.

This is a similar model as those implemented at other existing regional landfill sites, including Northam. The model would mean that each WEROC Council is responsible for their own capital and operational costs associated with the transition to two regional landfills.

To enable this to occur, the Shires of Merredin and Yilgarn would need to develop OMPs and LCMPs to enable accurate whole-of-life cost analysis to be completed. However, to ensure the immediate operational needs for end-of-life sites could be supported, an interim gate fee could be developed based on existing operational expenditure at each of the sites.

This option would expediate the process of developing regional landfill sites and allow each WEROC Council to utilise the proposed regional landfill sites once they are at the appropriate planning stage, or to opt-out of the service should it be required.

Once developed, gate fees would be revisited at regular intervals to account for any changes in operational costs or changes to imposed regulatory requirements.

Considerations for a gate-fee model include:

- This option has the potential to expedite the delivery of the short-term SWMP priorities, reduced reporting requirements, and clear responsibilities with control over decision making directly tied to potential risks and liabilities.
- Shire of Merredin and Shire of Yilgarn may be required to contribute significant capital investment upfront which would not be shared between member Councils. The intent would be to revisit these once costs are understood as part of the planning phases and recover this initial investment with the adoption of suitable fees and charges which recognise the investment.
- Opportunities for flexibility in timing for the other WEROC Councils, so that sufficient resources and budgets can be allocated as needed.

- WEROC member Councils approaching a critical point in waste disposal capacity have to rely on the Shires of Merredin and Yilgarn to complete short-term SWMP priorities to enable the acceptance of waste, which is a potential risk, however, an interim gate fee and arrangements can be developed to reduce this risk. Of note, Shires of Merredin and Yilgarn can commence accepting waste at the point of becoming regional facilities. The transition of satellite sites from landfills to transfer stations, can occur later.
- A gate fee approach offers the ability to complete a number of priorities concurrently, prior to full costs being available, and although some priorities have predecessors, many items may be actioned independently of other WEROC Council as needed.

Shire of Merredin Comment – Landfill Consolidation funding

The Shire of Merredin recommends the implementation of the gate fee funding model for the following reasons:

- Flexibility – This model would enable each Council to opt in and out as required. Additionally, the model allows each local government to pay for their own specific usage; whereas a per capita model would most likely be based on census data which would not account for changing populations and could be up to four years out of date. While there is some risk of Councils opting in and out increasing costs for other members (such as has been experienced with CEACA), this allows the two regional facilities to adjust gate fees if required. This flexibility also allows for changes to compliance to be adjusted for, or for any changes to the State Government Waste Strategy to be built in.
- Management – This model allows each WEROC Council to manage the timing and delivery of their own projects associated with the transition towards two regional landfill sites. It should be noted that this would not be the case for the Shires of Merredin and Yilgarn which would ideally need to complete all works, enabling them to accept municipal waste at a regional scale before the other Councils can convert their existing sites to transfer stations. Although the Shire of Merredin is looking to implement a number of improvement initiatives at the Merredin Landfill site, it is estimated that minimal work would be required to enable the acceptance of municipal waste from other WEROC Councils. The Shire of Merredin understands this is also the case for Southern Cross.
- Liability – Each WEROC Council would remain liable for their own waste sites and compliance to their operating licenses (where applicable) and any associated regulations under each model; however, each Council would have full control over the decision making around the management of their own sites.
- Costs – Each Council, would only be liable for the costs associated with the implementation of the actions that relate specifically to their sites or operations. This will enable each Council to stage works as required around competing business objectives, and those Councils with existing waste reserve funds can access them for this purpose. With the current macro-economic environment and increases in capital costs, appropriate phasing is a consideration which may deliver improved outcomes.
- Reduce delivery delays – This funding model is likely to be the fastest to be agreed, would expedite the transition towards two regional landfill sites, and enable each Council to complete their required respective capital works to commence transferring municipal waste without being dependent on other WEROC Councils (noting Merredin and Southern Cross would need to be in a position to accept waste from other Councils before any sites are converted to transfer stations).

- Hold Points – There is a number of potential hold points within the delivery of the SWMP priorities outlined within this report. A gate-fee funding model can be adopted in the interim with the Shires of Merredin and Yilgarn initially self-funding the relevant master planning stages following which a per-capita model may be reassessed. A gate fee model alongside fixed contract terms is however likely to be the most appropriate option to be progressed once costs are determined, as this de-risks the commitment amongst all parties. It allows cost recovery to be built in and allows member Councils to potentially exit from the arrangements should there be a significant change in the assumptions of the services.

In addition to the points outlined above, the potential critical disposal capacity situation faced by some of the WEROC member Councils, may mean it becomes necessary for Merredin and Southern Cross to temporarily accept municipal waste from other WEROC Councils until the transition to two regional landfill sites is complete. To facilitate this process, Merredin and Yilgarn should establish interim gate fees based on current operational expenditure and market research. This interim fee will ensure that the immediate operational needs for end-of-life sites can be supported. In the future, a more comprehensive and accurate gate fee that reflects the actual operating costs of the regional landfill sites will be developed following the completion of the planning phase and will take into account inputs from master planning documentation. This will include OMPs, LCMPs, and whole-of-life costs analysis while also considering potential changes in legislation, improved waste practices and initiatives, and resource recovery drivers. The Shire therefore supports a gate-fee funding model as it addresses the pressing needs of the WEROC Councils with limited disposal capacity, while allowing for the development of long-term planning documentation without delay.

6. Regional Waste Coordinator Options

The feasibility of a Regional Waste Coordinator was a priority action outlined within the draft SWMP with the intention that a Regional Waste Coordinator may be able to facilitate the implementation of the SWMP priorities and regional waste and recycling initiatives. However, a number of considerations for the implementation of a regional coordination role would need to be addressed, including the funding and employment model, location, reporting structure, and remuneration.

As part of the waste discussions, it has been noted, the allocation of resources to waste management is a challenge for many WEROC Councils, and each member Council may not have sufficient resources to complete all the SWMP actions internally, which makes this position of higher value. However, for the immediate deliverables required, as noted in Table 4.1, the actions sit primarily with works managers and consultants to develop the overarching documents and relevant costings. It is accepted that complex work is required, however, the complexities in the first 6 to 12 months would be managed by consultants.

As such while this position could deliver some project support in the short term, it is likely to have minimal impact, and require extensive administrative support from each Council. Additionally, the timing of the onboarding process may impact short-term actions; this may in turn delay Councils approaching a critical point in disposal capacity at existing landfill sites. To avoid this, the Shire of Merredin has considered alternative options for the scope and timing of the proposed role which are outlined below.

It should be noted that the feasibility of each option has been completed based on the assumption that a gate fee funding model is to be implemented for the consolidation of WEROC landfill sites into two regional landfill sites, located at Southern Cross and Merredin.

Option 1 – Regional Waste Coordination (Technical and Engagement).

Skill sets: Technical project management/waste operations and engagement.

This option is the employment of a Regional Waste Coordinator position, to coordinate all priorities set out under the SWMP (technical and engagement), commencing immediately.

Considerations include:

- The Regional Waste Coordinator PD considered at the WEROC Board Meeting on 21 November 2022 included a range of different responsibilities and deliverables across both waste technical capabilities and community engagement that would require a very diverse skillset and background.
- The PD inferred that the Regional Waste Coordinator would be responsible for completing each of the priorities outlined within the SWMP. It should be noted that while a suitably qualified and experienced employee may be able to complete some of the actions, a number of the actions would still be required to be outsourced to suitable consultants/contractors, including Surveys, LCMPs, OMPs and any Master Planning to be completed. Additionally, the time-critical nature of some of the short-term actions may mean that the initial workload may be too great for one person.
- It should be noted that this option would result in the Regional Waste Coordinator primarily completing actions for the Shires of Merredin and Yilgarn for the first 12 to 18 months.
- Given the difficulty of hiring in the regions, it would be a significant challenge to secure the appropriate person to be able to achieve the set deliverables.
- Further discussion would be required around other considerations of the role including where the role would be located, the remuneration package, and what the reporting and management structure would look like, among others. These considerations would need to be resolved prior to the advertisement and onboarding being completed.

As such, this option is not recommended, and instead it is recommended a more focused PD and set of deliverables is developed for the role.

Option 2 – Regional Waste Coordinator (Technical), and Consultant.

Skill sets: Technical project management/operations.

This option is the employment of a Regional Waste Coordinator position, to coordinate the short-term priorities set out under the SWMP, commencing immediately. As the short-term priorities are technical and project management, this would be the focus of the PD. Consultants would also be required to be engaged to complete some technical elements of the work, and the Works Manager at each respective Council is also likely to be required to provide support.

Considerations include:

- The Regional Waste Coordinator PD could be refined based on the agreed priorities set by WEROC, and tailored to target a Project Manager with experience in waste who would be able to complete capital projects and work with suitable consultants and contractors, to develop the required documentation to target the priorities for the first 18 months of the implementation of the SWMP and LCA Report.
- This option would mean that the Regional Waste Coordinator, in the short-term, would be responsible for the delivery of the OMPs, LCMPs, and complete whole-of-life costs analysis for

each site. A suitable consultant would still likely be engaged to develop the documentation associated with these priorities. Depending on the selected funding model for the consolidation of landfill sites, the role may also be responsible for the capital and operational improvements required for each site. In the medium term, this would include the conversion of satellite landfills to transfer stations. The role could also implement consistent data collection and assist with regional procurement and contracts following the completion of preceding actions.

- This option would likely exclude any waste education, community consultation, and potentially data collection. It should be noted that each WEROC Council would continue to be responsible for their own operational tasks in this scenario.
- To ensure each WEROC Council gets value for money from the role, priorities and timing would ideally need to be confirmed and budgets made available to complete the works prior to filling the role.
- It should be noted that this option would result in the Regional Waste Coordinator primarily completing actions for the Shires of Merredin and Yilgarn for the first 12 to 18 months.
- Similar to Option 1 further discussion would be required around other considerations of the role including where the role would be located, the remuneration package, and what the reporting and management structure would look like, among others. These considerations would need to be resolved prior to the advertisement and onboarding being completed.

Given the local input required from works managers to complete this and the potential to delay short-term priorities, this approach is not recommended.

Option 3 – Regional Waste Coordinator (Engagement), and Consultant.

Skill sets: Community engagement, and waste education.

This option is the employment of a Regional Waste Coordinator position, to coordinate the priorities set out under the SWMP, commencing immediately. The focus and skills set would be community engagement with some project support. The short-term priorities are technical and project management, consultants would be required to complete these elements, and the Works Manager at each respective Council is also likely to be required to provide support.

Considerations include:

- The Regional Waste Coordinator PD could be refined based on the agreed priorities set by WEROC and tailored to target a Waste Education Officer with experience in waste education, community engagement, grant writing and data collection.
- This option would mean that some of the medium-term priorities could be brought forward, and the Regional Waste Coordinator could implement consistent data collection, waste education, and community engagement in the short-term, while being responsible for engaging a suitable consultant to complete the OMPs, LCMPs, and complete whole-of-life costs analysis for each site.
- In the medium-term the role could lead the conversion of satellite landfill sites to transfer stations, developing a scope of works utilising the scope outlined within the LCR Report. Additionally, the role could oversee the investigation and implementation of regional procurement and contracts. The skillset of the incumbent may also be better suited to grant writing.
- This arrangement would require each WEROC Council to deliver their own capital projects and continue to be responsible for their own operational tasks. Again, although not as critical as

in Option 2, it would still be important to confirm priorities and timing and make suitable budgets available either prior to or early following the onboarding of a Regional Waste Coordinator.

- The same consideration as option 1 and 2 would need to be made around employment conditions.

This option is recommended; however, it is not recommended for immediate progression.

Option 4 – delay appointment of Regional Waste Coordinator (Engagement), and Consultant.

Skill sets: Community engagement, and waste education.

This option is the employment of a Regional Waste Coordinator position, to coordinate the priorities set out under the SWMP, with a delayed commencement until the end of the short-term priorities of the overall implementation of the SWMP have been completed. The focus and skills set would be community engagement with some project support. The short-term priorities are technical and project management, would have previously been completely consultants with the Works Manager at each respective Council providing support.

Considerations include:

- While option 3 for a Regional Waste Coordinator with a community engagement and waste education focus is supported. The WEROC Councils need to consider if there is suitable budget and resources available across the region as well as sufficient time to complete the investigation, planning and decision-making around the overall funding model and the complexities of a Regional Waste Coordinator to enable priority actions 1 through to 8 to be completed in the next 12 to 18 months.
- Option 4 therefore allows priorities to be delivered concurrently, with each WEROC Council procuring consultant/contractor services to complete all operational and planning documentation and then leading the delivery of any projects which would enable the transition to two regional landfill sites. The Shires of Merredin and Yilgarn would have to ensure they have sufficient internal resources to organise and complete priorities 1 through to 8 within 12 to 18 months to enable the acceptance of municipal waste from the other WEROC Councils. Other WEROC member Councils would be able to time their associated works to align with their own requirements, priorities, budgets, and available resources.
- This option would again require priorities to be agreed by each WEROC Council, who would then be responsible for the coordination and management of all capital and operational tasks associated with their individual waste management practices. Suitable consultants would be engaged to complete the required planning documentation including OMPs and LCMPs.
- Temporary agreements could be made to accept municipal waste at either site in the prior to the completion of any capital or operational improvement works, based on interim estimated gate fees. This option would allow the WEROC Councils without regional landfill sites to complete works within their own timeframes.
- This option has the ability to define a number of hold points where the feasibility of a Regional Waste Coordinator and a suitable funding model could be reassessed. The recommended hold point to revisit the feasibility of the Regional Waste Coordinator is following the completion of any capital or operational improvement works to be carried out at the two regional landfill sites, but before the conversion of satellite sites to transfer stations.

- It should be noted that if the Regional Waste Coordinator is to be progressed prior to this point with a project management/operations skill set, for the first 12 to 18 months, they would be primarily working for the Shires of Merredin and Yilgarn.

This Option is recommended – as detailed below.

Regional Waste Coordinator Recommendation

The Shire of Merredin consider that the most effective option to improve the speed of delivery of the project is to complete a number of the WEROC SWMP priority actions (as outlined in Table 4.1 above) before assessing the feasibility of a Regional Waste Coordinator.

Priority actions, 1 through to 8 may be completed internally, with the Shires of Merredin and Yilgarn taking the lead in the development of two regional landfill sites. The Regional Waste Coordinator role could then be reassessed following the completion of at least the planning and costings for the two regional landfill sites.

Using this approach, the role would have a greater focus on waste education, community engagement, grant writing and data collection, rather than the technical development and project management. By this stage there will be a clearer direction for the role and outcomes that the WEROC shires required from it.

Additionally, although Merredin is generally supportive of a Regional Waste Coordinator role in some form, it does not believe that a per-capita funding model is appropriate (depending on the scope of the role), as the benefits to each Council are not proportional to their respective populations. In this case, the Shire considers the funding for the role, if implemented, should be split evenly, with each member Council then being responsible for their own respective costs associated with the implementation of the SWMP priorities.

As per the LCA Report, these costs are potentially significantly greater for the Shires of Merredin and Yilgarn, however, Merredin and Yilgarn would not benefit from the works more than any other member Council. A balanced buy in with the Regional Waste Coordinator role keeps the role neutral to all Councils and means that no one Council should be getting a higher level of support (in terms of time and output) out of the role than others.

This recommendation is however, based on the assumption that a gate fee funding model is accepted for the consolidation of landfills by the other WEROC member Councils in at least the short-term. Should this not be the case, this recommendation may change.

7. Summary

Throughout this report, the Shire of Merredin has evaluated the priorities outlined within the WEROC SWMP and the LCA Report and supports the implementation of the recommendations made by ASK, however, has proposed a revised approach towards the order of implementation for WEROC's consideration.

The SWMP priorities have been evaluated against WEROC's short to long-term needs and have been ordered to achieve efficient and effective delivery of the immediate operational priorities. The recommended order of delivery can be seen in Table 4.1 which sets out a critical path for the achievement of the key elements under the waste operations category, to resolve the operational issues of end-of-life landfill facilities.

Two funding models have been explored to enable the consolidation of regional landfills and the implementation of the SWMP priorities to progress. This included:

1. A per-capita model, based on each Council's population and the total cost for waste management across the region; and
2. A gate fee model, which would require the two proposed regional landfill sites to develop suitable gate fees for the acceptance of municipal waste from other WEROC Councils.

It is recommended that a gate fee model is the preferred model, which offers greater flexibility to each Council and a level of surety to the two regional landfills. The model also has the potential to simplify and expedite the consolidation process across the capital works and planning elements required. Further details are provided in Section 5 of this report.

The feasibility of a Regional Waste Coordinator has also been explored. Four options were considered and detailed in Section 6. These included:

1. Option 1: Regional Waste Coordinator with diverse skill set in both project management, waste operations, waste education and community engagement for immediate implementation;
2. Option 2: Regional Waste Coordinator with project management and waste operations skillset for immediate implementation;
3. Option 3: Regional Waste Coordinator with waste education and community engagement skillset; and
4. Option 4: Regional Waste Coordinator with waste education and community engagement skillset to be evaluated following the completion of priority actions 1 to 8.

It is recommended that Option Four is adopted and the recruitment of a Regional Waste Coordinator is delayed, to be reassessed following the completion of a number of the SWMP priorities to better inform the requirements of the role.

In short, priority actions, 1 through to 8 (Table 4.1) may be completed internally, with the Shire of Merredin and the Shire of Yilgarn taking the lead in the development of two regional landfill sites. The Regional Waste Coordinator role could then be reassessed following the completion of the planning for the two regional landfill sites. Based on this approach, the role would be recommended to have a greater focus on waste education, community engagement, grant writing and data collection.

The recommendations made in this report were developed with interdependencies of each taken into consideration. If one or more of the recommendations outlined is not adopted by WEROC, the overall recommendation may need to be amended.

In summary, to commence the SWMP implementation, the Shires of Merredin and Yilgarn should each individually fund the required Landfill Masterplan with inputs completed by expert consultants independently with an agreed timeframe, and the costs should then be used to inform the funding model and discussion by WEROC prior to any required capital works being progressed. Generally, these input documents are elements that both sites should be progressing towards developing regardless of the progression of the regional approach as part of improving practices. The plans from the regional landfills will be inputs into the planning and costing for the transition of other sites from landfills to transfer stations.

Given the planning documents for the regional landfills will need to be completed by an expert consultant, and the scope development will be heavily led by the Works Manager at each respective Council, it is not recommended as part of the role for the Regional Waste Coordinator. As a result, the Regional Waste Coordinator is now recommended to be implemented later in the schedule, with a different skill set.

To address the immediate operational needs of end-of-life facilities, both the Shires of Merredin and Yilgarn should develop a gate fee for the acceptance of waste from other WEROC Shires. Facilities that are nearing end of life, can be converted later to transfer stations, and continue limited operations, with waste transfer able to commence almost immediately.

In terms of determining a funding model, the revised proposal would see the Shires of Merredin and Yilgarn initially self-fund the relevant master planning stages, so there is not an urgency to determine this now. A gate fee model alongside fixed contract terms is however likely to be the most appropriate option to be progressed once costs are determined, as this de-risks the commitment amongst all parties. It allows cost recovery to be built in and allows member Councils to potentially exit from the arrangements should there be a significant change in the assumptions of the services.

A new schedule of delivery for the SWMP priority actions has been developed which is believed to offer the most efficient and effective method of delivery, while considering WEROC member Councils available resources. The proposed schedule identifies the critical path and considers actions that have predecessors. This is shown in the WEROC SWMP Implementation Gantt Chart (*Appendix 1 - Gantt Chart Proposed Revised Order of Works*).

While the revised order of works only includes the actions identified in the SWMP, further interim actions also need to be progressed.

8. Recommendations:

In addition to the schedule of delivery which address the SWMP priority actions specifically, this report presents a set of recommendations with associated steps for the timely establishment of two regional landfill sites and the ongoing improvement of waste management practices within the WEROC region. The recommendations are based on the review and analysis of the current waste management challenges faced by WEROC member Councils.

To address these challenges, a confirmed funding model, priorities, and method of delivery are essential. As the priorities set forth within the WEROC SWMP may not always align with the operational priorities for WEROC, the Shire of Merredin has provided an alternative implementation plan.

The steps required to establish two regional landfill sites and improve waste management practices within the WEROC region have been detailed in Table 4.1 and further summarised below. Attached as *Appendix 1 - Gantt Chart Proposed Revised Order of Works* is a Gantt chart of the proposed revised order for the delivery of the WEROC SWMP priorities as a visual reference. While the revised order of works only includes the actions identified in the SWMP, further interim actions also need to be progressed. Therefore, recommended steps have been categorised into interim, short-term and medium-term actions.

Interim:

Interim actions are required which are not included in *Appendix 1 - Gantt Chart Proposed Revised Order of Works*, to meet the immediate needs of those Councils with end-of-life facilities.

Required interim steps are:

- WEROC to agree to support the general direction outlined within the WEROC SWMP and LCA Reports, subject to the changes proposed in this report.
- The Shires of Merredin and Yilgarn to develop an interim gate-fee within the next three months.
- Where Councils need a transfer option within the next 12 to 18 months, discussions held amongst WEROC CEOs and Avon Waste to consider the most effective operational model for collection and transfer of waste in the interim.

Interim Recommendations are that WEROC:

1. Endorse the WEROC Strategic Waste Management Plan, subject to:
 - a) Noting the inaccuracies in the waste generation data presented; and,
 - b) Accepting the proposed amendments to the implementation of the priorities outlined within the WEROC Waste Management Option Paper submitted by the Shire of Merredin (this report).
2. Endorse the WEROC Landfill Consolidation – Scenario Assessment Report and endorse *Option 2: implementation of two regional landfills located at Merredin and Southern Cross*, subject to;
 - a) Accepting the proposed amendments to the implementation of the priorities outlined within the WEROC Waste Management Option Paper submitted by the Shire of Merredin (this report); and
 - b) Note that with the change to a gate-fee model, each WEROC member Council will be responsible for the cost associated with the implementation of the priorities associated with their own waste management operations and sites.
3. Shires of Merredin and Yilgarn develop an interim gate fee to allow the disposal of municipal waste from WEROC member Councils with waste disposal capacity issues by April 2023.
4. Commence discussions with Avon Waste regarding interim operational options, including a review of kerbside collection days within the WEROC region to enable the efficient servicing of WEROC member Councils and disposal at one of the proposed regional landfill sites (April 23) to align with budget and fees and charges.

Short-term

Short-term actions are as identified in *Appendix 1 – Gantt Chart Proposed Revised Order of Works*, and are primarily focused on developing robust plans and costings to enable the implementation of two regional landfills. It should be noted that while the priority of some actions might not be high within the report - they may be a predecessor to some of the high priority actions. At the completion of the short-term actions, there is the option for the project to halt, or for individual local governments to exit, if the proposal is not considered viable or the preferred option.

Proposed actions are based on the assumption that WEROC will endorse the Shire of Merredin's position that the Regional Waste Coordinator role as defined in the PD developed by the WEROC EO is not feasible in its current form, and should be re-assessed following the completion of the short-term priority actions outlined within the report.

Required short-term steps are:

- Municipal waste from WEROC member Councils transitioning to transfer stations can be accepted at Merredin or Southern Cross landfill sites at any stage following the development of interim gate fees.
- Shire of Yilgarn and Shire of Merredin to complete master planning documentation (including OMPs, LCMPs etc) to inform operational and capital improvements and develop an accurate whole of life cost that can be used to establish an appropriate gate fee. This is to be self-funded by each Shire.
- Other WEROC Councils to complete LCMPs and OMPs, should suitable funding and internal resources be available. Again, these would be funded by each Shire.
- Assess funding model options for waste management across the WEROC region.

- Capital and operational improvement works are completed at Merredin and Southern Cross to establish two regional landfill sites.
- Each WEROC member Council should commence the process of aligning Strategic Community Plans and Corporate Business Plans within their normal business planning schedule.

Short-term Recommendations are that WEROC:

1. Implement actions 2 to 9 inclusive of *Appendix 1 – Gantt Chart Proposed Revised Order of Works*; and
2. Notes that;
 - a) The funding model for the Regional Waste Coordinator and relevant gate-fee will be developed during this phase of works, and will need to be agreed by the WEROC Councils prior to the implementation of any required capital works;
 - b) Some Councils may progress Action 10, should they have internal capability to do so; and
 - c) The Shires of Merredin and Yilgarn will be required to complete the short-term priority actions in advance of the other WEROC member Councils to enable the transition to two regional landfill sites.

Medium-term:

The medium-term actions are for the employment of the Regional Waste Coordinator, and the implementation of the remainder of the priority actions under the plan. While these elements may appear to be discretionary, it is recommended they are still considered high priority, as they will reduce the risk to the regional landfills and shared approach, and support the overall operational requirements.

Required medium-term steps are:

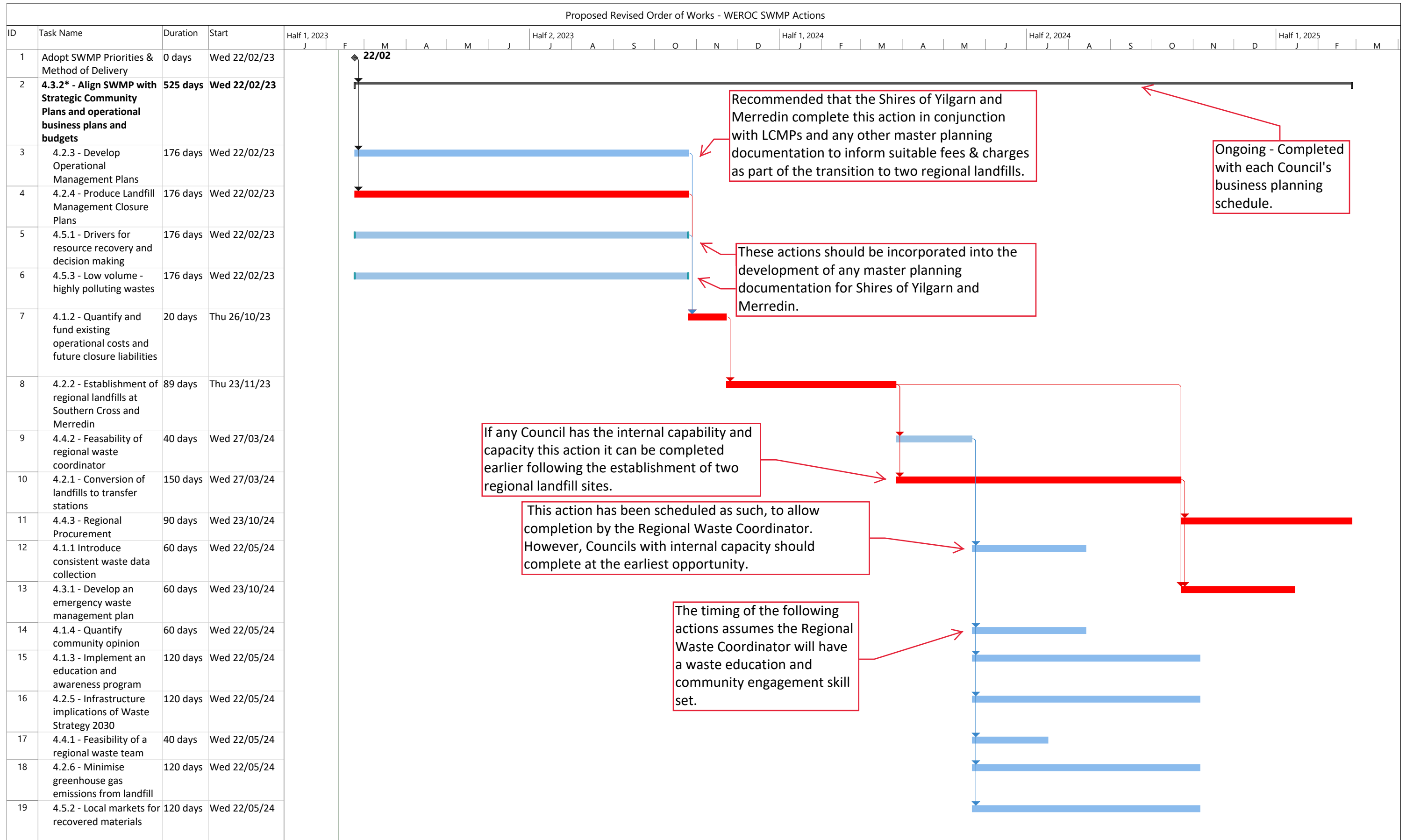
- The employment of a Regional Waste Coordinator. The Regional Waste Coordinator could be considered prior to the conversion of satellite sites. However, we feel that there is sufficient detail in the ASK LCA Report for either direct project management by member Councils or for impacted Councils to use the report to develop a scope of works for a consultant to implement.
- Explore opportunities for, and implement where appropriate, regional procurement and contracts.
- If not started prior, commence the implementation of consistent waste data collection across the WEROC region. It is strongly recommended that where member Councils have capacity and capability, this should be implemented as early as possible.
- If not started prior, commence community engagement and waste education. This process should include the quantification of community opinion.
- Evaluate suitability/requirements of a regional waste team.
- Review progress against WEROC SWMP priorities and set new actions and targets.

Medium-term Recommendations are that WEROC:

1. Implement actions 10-19 inclusive of *Appendix 1 – Gantt Chart Proposed Revised Order of Works*; and
2. Notes;
 - a) The employment of the Regional Waste Coordinator should be progressed prior to the commencement of these actions.
 - b) The Regional Waste Coordinator will review and update the SWMP and associated implementation plan for the review and endorsement of WEROC during this stage.

Appendices

Appendix 1 – Gantt Chart Proposed Revised Order of Works




Project: Gantt Chart - WEROC S
Date: Fri 10/02/23

Task	Summary	Inactive Milestone	Duration-only	Start-only	External Milestone
Split	Project Summary	Inactive Summary	Manual Summary Rollup	Finish-only	Deadline
Milestone	Inactive Task	Manual Task	Manual Summary	External Tasks	Progress

9.4.2 WEROC CORELLA MANAGEMENT COORDINATOR

Responsible Officer:	Bill Price, CEO	
Author:	Bill Price, CEO	
File Reference:	A1.15.4	
Disclosure of Interest:	Nil	
Attachments:	Nil	
Signature:	Officer	CEO



Purpose of the Report

- Executive Decision Legislative Requirement

The purpose of this report is for Council to consider supporting a WEROC Regional Corella Management Coordinator.

Background

WEROC Executive Officer met with Dr. Karl O’Callaghan from Wheatbelt NRM today for an update on their Corella Management Coordinator proposal.

Wheatbelt NRM have secured a commitment of \$50,000 per annum each from CBH and AROC for a three-year period (total of \$300,000). As WEROC previously expressed an interest in supporting this initiative they are asking if we would be willing to make the same financial commitment.

Karl was asked what CBH and AROC have been promised in return for their contribution. He said at this stage there is no formal agreement because they are waiting on a response from WEROC to fully understand what level of resource they will have available to them. He did say that the role will be multi-faceted and have a research and development component with a focus on trialling new control measures as well as a lobbying/advocacy component with a focus on gaining support from WALGA and the State Government to enable the role to continue beyond the initial three-year period. He also said that a key deliverable will be the development of an action plan for long-term mitigation.

In terms of AROC, their \$50,000 per annum contribution will be made up of \$25,000 of their collective funds with the remaining \$25,000 being evenly split amongst the Member Councils. If WEROC were to do likewise the \$25,000 would come from our consultancy budget (currently \$60,000 per annum with \$15,000 already committed in 2023/24 to Town Teams) and each individual Shire would then need to contribute approximately \$4,167 each per annum.

WEROC next meeting is being held on 26 April and Karl is happy to join the group via videoconference for further discussion. Before this time Wheatbelt NRM would like to get an indication of WEROC’s willingness to participate in the initiative so that they can move forward in preparing a more comprehensive scope/deliverables for the role. There will be opportunity for negotiations amongst the partner organisations before an agreement is finalised.

Comment

WEROC Executive are seeking Council’s initial thoughts or even an indication of “in-principle” support for this, prior to the meeting if possible.

Westonia currently does not experience a Corella problem as those other Council’s further to the West, but doesn’t mean that in time they will be a problem should they be left unmanaged throughout the district.

Statutory Environment

Nil



Policy Implications

Nil



Strategic Implications

Regional Corella Management



Financial Implications

An annual financial contribution of \$ 4,167.00



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

Council direction is sought.

9.4.3 SALE OF LAND LOT 342 (7) PYRITES STREET – USE OF COMMON SEAL

Responsible Officer:	Bill Price, CEO	
Author:	Bill Price, CEO	
File Reference:	T.1.1.3	
Disclosure of Interest:	Nil	
Attachments:	Nil	
Signature:	Officer	CEO



Purpose of the Report



Executive Decision



Legislative Requirement

The purpose of this report is for Council to consider selling Lot 342 (7) Pyrites Street to Frank Chmela.

Background

Council have been selling land via a Conditional Land Release arrangement to help promote population growth and development within the townsite.

Council has received an application from a Frank Chmela who wishes to purchase lot 342 (7) Pyrites Street Westonia with the intention to construct a residence.

Below is a map illustrating the lot in question.



Comment

This particular lot has all services.

Should Council approve the sale the President and the CEO will be required to sign the Transfer of Landform and affix the Common Seal.

 **Statutory Environment**

Nil

 **Policy Implications**

Nil

 **Strategic Implications**

Nil

 **Financial Implications**

Nil.

 **Voting Requirements**



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council approve the sale of Lot 342 (7) Pyrites Street to Frank Chmela and authorise the President and CEO in affixing the common seal on the Transfer of Land Ownership form.

9.4.4 SALE OF LAND LOT 302 (28) PYRITES STREET – USE OF COMMON SEAL

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	T.1.1.3
Disclosure of Interest:	Nil
Attachments:	Nil
Signature:	Officer CEO



Purpose of the Report

- Executive Decision Legislative Requirement

The purpose of this report is for Council to consider selling Lot 302 (28) Pyrites Street to Hilary & Priscilla Stephens.

Background

Council have been selling land via a Conditional Land Release arrangement to help promote population growth and development within the townsite.

Council has received an application from a Hilary & Priscilla Stephens who wish to purchase lot 302 (28) Pyrites Street Westonia with the intention to construct a residence.

Below is a map illustrating the lot in question.



Comment

This particular lot has all services.

Should Council approve the sale the President and the CEO will be required to sign the Transfer of Landform and affix the Common Seal.

Statutory Environment

Nil



Policy Implications

Nil



Strategic Implications

Nil



Financial Implications

Nil.



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council approve the sale of Lot 302 (28) Pyrites Street to Hilary & Priscilla Stephens and authorise the President and CEO in affixing the common seal on the Transfer of Land Ownership form.

**10. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A
DECISION OF THE MEETING**

11. DATE AND TIME OF NEXT MEETING

12. MEETING CLOSURE

There being no further business the President, Cr Crees declared the meeting closed at pm