



# AGENDA

## Ordinary Council Meeting

To be held in Council Chambers, Wolfram Street Westonia  
Thursday 16<sup>th</sup> November 2023  
Commencing 3.30pm

Dear Councillors,

The next Ordinary Meeting of the Council of the Shire of Westonia will be held on 16<sup>th</sup> November 2023 the Council Chambers, Wolfram Street, Westonia.

Lunch – 1.00pm

Discussion Period – 1.30pm – 2.30pm

Afternoon Tea – 3.00 pm –3.30 pm

Council Meeting – 3.30 pm

A handwritten signature in black ink, appearing to read 'Bill Price', is written above a horizontal line.

BILL PRICE

CHIEF EXECUTIVE OFFICER

10 November 2023



## Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Westonia for any act, omission or statement or intimation occurring during Council meetings.

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Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does that persons or legal entity's own risk.

In particular and without derogating in any way from the board disclaimer above, in any discussion regarding any planning application or application for a license, any statement or intimation made by any member or Officer of the Shire of Westonia during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Westonia.

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.

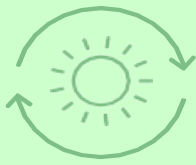
## OUR VISION

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.

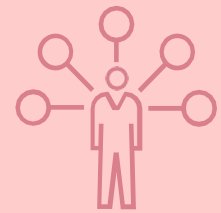
**Our community has the opportunity to be active, socialised and connected.**

- 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.**



**TABLE OF CONTENTS**

1.	DECLARATION OF OPENING	5
2.	ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	5
3.	PUBLIC QUESTION TIME (3.35PM – 3.50PM)	5
4.	APPLICATIONS FOR LEAVE OF ABSENCE	5
5.	CONFIRMATION OF PREVIOUS MINUTES	5
6.	RECEIVAL OF MINUTES	5
7.	PRESIDENT/COUNCILLORS ANNOUNCEMENTS	6
8.	DECLARATION OF INTEREST	6
9.	MATTERS REQUIRING A COUNCIL DECISION	7
9.1.	GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES	7
9.1.1	ACCOUNTS FOR PAYMENT – OCTOBER 2023	7
9.1.2	MONTHLY STATEMENT OF FINANCIAL ACTIVITY– OCTOBER 2023	9
9.1.3	GST RECONCILIATION REPORT – OCTOBER 2023	11
9.2	COMMUNITY AND REGULATIONS	12
9.2.1	BUSH FIRE ADVISORY COMMITTEE MEETING AND APPOINTMENTS.	12
9.2.2	NEWTRAVEL EVENTS SUPPORT OFFICER PROJECT CONTRIBUTION	14
9.3	WORKS AND SERVICES	16
9.4	ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES	17
9.4.1	SURRENDER MANAGEMENT RESERVE 2168 – WARRACHUPPIN TANK	17
10.	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	19
11.	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF THE MEETING	19
12.	DATE AND TIME OF NEXT MEETING	19
13.	MEETING CLOSURE	19

## 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 DL Simmonds	
Cr DL Geier	
Cr A Faithfull	

### Staff:

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

### Members of the Public:

### Apologies:

Cr WJ Huxtable

### 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

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### OFFICER RECOMMENDATIONS

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That the minutes of the Ordinary Meeting of Council held on 19<sup>th</sup> October 2023 be confirmed as a true and correct record.

## 6. RECEIVAL OF MINUTES

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### OFFICER RECOMMENDATIONS

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That the minutes of the EWBG AGM held Monday 16<sup>th</sup> October 2023 be accepted.

That the minutes of the NEWTRAVEL AGM held Thursday 26<sup>th</sup> October 2023 be accepted.

That the minutes of the NEWTRAVEL GM held Thursday 26<sup>th</sup> October 2023 be accepted.

That the minutes of the CEACA meeting held Monday 6<sup>th</sup> November 2023 be accepted.



**Minutes for the Eastern Wheatbelt Biosecurity Group (EWBG) Annual General Meeting held Monday 16<sup>th</sup> of October, 2023 at Merredin Recreation Centre.**

**Chairperson:** Scott Stirrat.

- 1. Opening of Meeting:** 10.33am.
- 2. Attendance and Apologies:**
  - a. Attendance:** Ross Della Bosca, Mark Crees, Steve Hunt, Jim Sullivan, Margaret Sullivan, Jamie Taylor, Travis McConnell, Steve Palm, Stuart Putt, Scott Stirrat, Lisa O'Neill, Peter Barnes, Ron Burro, Jason Davis, Romolo Patroni.
  - b. Apologies:** Melissa Price, Len Armstrong, Jo Dean, Mia Davies, Rebecca McCall, Dean Sinclair, Darren West, Tom Mulcahy, Hon. Jackie Jarvis and Gary Guerini.
- 3. Disclosure of Interests:** Nil.
- 4. Confirmation of Minutes:**
  - a. Board Meeting held 12<sup>th</sup> of June 2023, at Merredin CRC, Merredin.
  - b. AGM held 18<sup>th</sup> of October 2022, at Merredin CRC, Merredin.

**Motion:**

*That the minutes presented from the meeting held on the 12<sup>th</sup> of June 2023 are accepted as a true and accurate record.*

***Moved: R. Patroni. Seconded: M. Crees.  
Carried.***

**Motion:**

*That the minutes presented from the meeting held on the 18<sup>th</sup> of October 2022 are accepted as a true and accurate record.*

***Moved: J. Sullivan. Seconded: S Palm.  
Carried.***

- 5. Business Arising from Previous Minutes:**
  - a. Wild Rabbit Control Update (addressed in general business).
  - b. Bankwest Term deposit (addressed in finance).
- 6. Adoption of Financial Statement:**
  - a. 2022/2023 Audited Financials presented.

*Action* – that the motion to move the 2022/2023 Audited Financials occurs at the next EWBG Board meeting due to a small error in the totalled numbers. Audit Partners Australia will resend audit and the board will set to move this audit at the next meeting.



**b. 2022/23 Budget Forecast as per Operational Plan.**

*Action: The Committee of Management will meet prior to the end of December 2023 to endorse the 2024/25 Operation Plan for EWBG.*

**c. Change of Bank**

EWBG Executive Officer to investigate the change from Bankwest to Bendigo/Commonwealth/Westpac as Bankwest will no longer be holding a business section to their bank.

**7. Appointment of Auditor**

**Motion:**

*The Eastern Wheatbelt Biosecurity Group appoint Audit Partners Australia as the auditors for 2023/24 fiscal year.*

**Moved: S. Hunt. Seconded: S. Putt.  
Carried.**

**8. Setting of Membership Fee**

**Motion:**

*The Eastern Wheatbelt Biosecurity Group's will set a membership fee of \$100 for 2023/24 for the eleven member Shire's of the group.*

**Moved: M. Crees. Seconded: S. Palm.  
Carried.**

**9. Chairs Report**

**Motion:**

*That the Eastern Wheatbelt Biosecurity Group's Chairpersons report was presented by Scott Stirrat and included in the 2022-2023 Annual report.*

**Moved: S. Stirrat. Seconded: M. Crees.  
Carried.**

**10. Agenda Items**

**a. EWBG Overview**

EWBG Executive Officer provided an overview of the operations and set up of the EWBG to increase understanding of the EWBG for all interested parties.



*Action: to increase public promotion of environmental benefits from the EWBG's control activities.*

**b. LPMT Update**

An update on operations was presented by Jamie Taylor and a written update from Stuart McEwan.

**c. DBCA Update**

DBCA will be providing a new MOU for the EWBG. Operations will continue the same for this financial year. In 2024/25 DBCA will be looking to employ an individual to assist with Biosecurity operations and will no longer be providing funds to the EWBG. The EWBG will continue to support DBCA's control activities where possible.

**d. DPIRD Update**

DPIRD update as per presented document.

**e. WSA Update (IGO).**

Western Area's Ltd (known now as IGO) will no longer be parting in a Sponsorship Agreement with the EWBG.

**f. Rabbit Control**

The EWBG to this point have received 16 EOI's into the Wild Rabbit Bait Mixing Days (3 x Kondinin, 5 x Lake Grace, 3 x Kulin, 2 x Merredin, 1 x Westonia, 1 x Yilgarn). The EWBG will continue to advertise these mixing days through to January.

**11. General Business:**

**a. National Biosecurity Levy**

Concerns were raised regarding the introduction of a National Biosecurity Levy. The EWBG will further investigate this levy and provide an update to the Board at the next meeting.

**b. Newsletter to landholders**

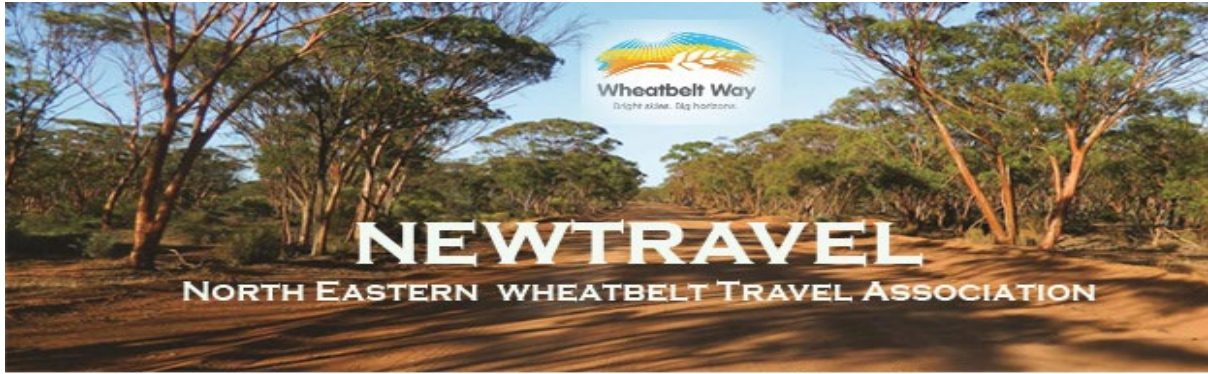
The EWBG will look for ways to actively engage landholders on a more regular basis. Every 6 months will look to send a newsletter with information about activities of the EWBG.

*Action: The EWBG will approach the eleven member Shire's to obtain information about data sharing opportunities for Landholders of the EWBG (mailing list).*

**12. Next Meeting:** March 2024 (TBC).

**13. Close of Meeting:** 11.43am.





## Annual General Meeting Minutes

Meeting to be held on Thursday 26<sup>th</sup> October 2023, at the Wyalkatchem Shire Council Chambers.

**Opening**      **10.31am**

### Attendees:

#### NEWTRAVEL MEMBER

Koorda CRC

Mukinbudin CRC  
Shire of Mukinbudin  
Shire of Dowerin  
Shire of Mt Marshall  
Shire of Nungarin  
Shire of Trayning  
Shire of Wyalkatchem

#### Apologies:

Shire of Westonia

Nungarin CRC  
AGO  
Shire of Mt Marshall

#### MEMBER VOTING DELEGATE

Kim Storer (NEWTRAVEL Chair)

Kerry Walker  
Linley Dreghorn  
Cr Tanya Gibson (Deputy Delegate)  
Cr Kerry Dayman  
Leanne Parola (CEO)  
Stephanie Elvidge

Cr. Bill Huxtable

Marcus Falconer  
Cr Megan Beagly

#### ASSOCIATE MEMBERS & OTHERS

Linda Vernon (NEWTRAVEL TO)

Jessica McCartney

Phoebe Sachse  
Georgina McKay

Cr Christy Petchell

Stacey Geier

Lani Hale  
Tanya Stobie

### 1. Declarations of Interest

Nil

## 2. Membership Applications

Nil

## 3. Previous Minutes

1.1 Confirmation (Previous Meeting Minutes click [Here](#))

**RESOLUTION:**

**That the Minutes of the NEWTRAVEL Annual General Meeting held in Bencubbin on 27<sup>th</sup> October 2022 be confirmed as a true and correct record of proceedings.**

**Moved: Cr Tanya Gibson**

**Seconded: Stephanie Elvidge**

**CARRIED**

1.2 Business arising from previous minutes

Nil

## 4. Chairperson's Report

Kim Storer verbally presented the following:

After six years I have decided to step down from my position as the chair. However, I will remain part of the working group that has made the Wheatbelt Way project the success it is.

First and foremost, I would like to thank Linda, your collective expertise, strategic vision, and passion for tourism, have been instrumental in shaping the direction of the Wheatbelt Way. Through your guidance we have been able to navigate the complexities of travel and tourism, adapt to evolving trends, and deliver exceptional experiences to our visitors. Your insightful advice and professional decision making have not only help us sustain the Wheatbelt Way but also propelled it and us towards new heights of growth and success.

As we have all witnessed over the past three years, tourism trends can change rapidly and can also be influenced by a wide range of factors, including economic conditions and environmental changes. Through attending these meetings and staying informed about the latest attractions, events and initiatives throughout the greater region keeps us all up-to-date and provides insights on tourism trends, developments, and opportunities.

The building of a strong collaboration is essential for achieving the common goal and fostering productive relationships. Together we have built a working group that has clear objectives, effective communication, trust and respect, diversity and inclusion and shared resources. We have all been recipients of the rewards the Wheatbelt Way project has brought and have a lot to celebrate and be proud of.

My thanks to all the Shires, CRC's, Visitors centres, Tourism operators, individuals, groups, and organisations that have been, and continue to be an integral part of the Wheatbelt Way Self-Drive Trail.

In closing I thank you all for your continued support and once again would like to express my thanks to Linda, the tremendous amount of work and dedication you have put into your role, your tireless efforts, strategic insight, and unwavering commitment have not only transformed the Wheatbelt Way but has also set a standard of excellence for all of us to aspire to.

Thank you

## 5. Financial Report

### North Eastern Wheatbelt Travel Association General Cheque Account

Financial Report 1 October 2022 to 30 September 2023

**Bendigo Bank Cheque Account Opening Balance 1 October 2022** **\$16,382.76**

#### Income

Memberships	\$68,364.00
Grant Funding	\$31,777.00
Other Income	\$26,739.00
<b>Total Income</b>	<b>\$126,880.00</b>

#### Expenses

App	\$480.00
Brochure and Guidebook Reprints	\$6,990.50
Consumer Shows	\$1,610.20
Content - Images	\$60.00
Insurance	\$539.04
Internet Marketing	\$5,485.00
Meeting Expenses	\$90.00
Postage	\$521.09
Press Advertising	\$8,319.50
Promotional Material	-
Signs	\$264.00
Storytowns Podcast	\$16,500.00
Tourism Association Memberships	\$350.00
Tourism Officer & Support Services	\$52,685.59
Training & Workshops	-
Website	\$697.21
<b>Total Expenses</b>	<b>\$94,592.13</b>

**Bendigo Bank Cheque Account Closing Balance 30 September 2023** **\$48,670.63**

**Ending Financial Position on 30 September 2023** **\$48,670.63**

#### **RESOLUTION:**

**That the Annual Financial Report as presented from 1 October 2022 – 30 September 2023 be accepted.**

**Moved: Leanne Parola Seconded: Cr Christy Petchell**

**CARRIED**

## 6. Election of Office Bearers

- **Chairman**

Discussion held. Stacey Geier is the current Deputy Chairman, unfortunately she was unable to make the AGM but is willing to step up as Chairperson for NEWTRAVEL. With no other nominations forthcoming, Stacey Geier was nominated and elected unopposed.

- **Deputy Chairman**

Cr Christy Petchell was nominated as Deputy Chairperson. Accepted and elected unopposed.

- **Administrator/Treasurer**

NEWTRAVEL appointed Linda Vernon in her role as Tourism Officer as the Administrator/Treasurer.

Cr Christy Petchell to be added as a signatory to the NEWTRAVEL bank accounts.

## 7. General Business

Discussion was held around the membership fees. Concerns raised around the Business membership being set at \$500 (perceived high cost) and including voting rights. The following was resolved:

### a. Review Membership Fees for 2023-2024

Ordinary Membership – Council	\$2,000.00
Ordinary Membership – Business	\$500.00
Associate Membership – Business	100.00
Associate Membership – Not-For-Profit	\$50.00

### b. 2023-2024 Additional Council Support

Request for additional financial support for the 2023-2024 financial year from Local Government members of:

\$3,900.00 towards the Tourism Officer & Support Services

\$500.00 towards specific Wheatbelt Way marketing activities

\$1,500.00 towards the Regional Marketing Initiatives with WEROC and RoeTourism

The above is no change from the 2022-2023 additional Council Support request.

Depending on the outcome of the upcoming NEWROC meeting, consideration to be given towards additional funding request for the [Events Support Project](#) – of up to \$1000.00 contribution per Council member towards the Event Support Project.

## **ACTIONS:**

- Linda to create a membership flyer to provide to Council members to assist with circulating in their local business community.
- That at the February 2024 NEWTAVEL Meeting review of the budget 2024-2025 and memberships.

## 8. Other Business – Nil

## 9. Next Annual General Meeting: 31<sup>st</sup> October 2024 in Westonia

## 10. AGM Close: 10.56am



## Minutes – GENERAL MEETING

General Meeting held on Thursday 26<sup>th</sup> October 2023, at Wyalkatchem Shire Council Chambers

Opening 10.57am

### Invited Attendees:

#### NEWTRAVEL MEMBER

Koorda CRC

Mukinbudin CRC  
Shire of Mukinbudin  
Shire of Dowerin  
Shire of Mt Marshall  
Shire of Nungarin  
Shire of Trayning  
Shire of Wyalkatchem

#### MEMBER VOTING DELEGATE

Kim Storer (NEWTRAVEL Chair)

Kerry Walker  
Linley Dreghorn  
Cr Tanya Gibson (Deputy Delegate)  
Cr Kerry Dayman  
Leanne Parola (CEO)  
Stephanie Elvidge

#### ASSOCIATE MEMBERS & OTHERS

Linda Vernon (NEWTRAVEL TO)

Jessica McCartney

Phoebe Sachse  
Georgina McKay

Cr Christy Petchell

### Apologies:

Shire of Westonia

Nungarin CRC  
AGO  
Shire of Mt Marshall

Cr. Bill Huxtable

Marcus Falconer  
Cr Megan Beagly

Stacey Geier

Lani Hale  
Tanya Stobie

### 1. Previous Minutes

1.1 Confirmation (Previous Meeting Minutes click [Here](#))

#### RESOLUTION:

**That the Minutes of the NEWTRAVEL Meeting held in Dowerin on 27 July 2023 be confirmed as a true and correct record of proceedings.**

**Moved: Cr Kerry Dayman**

**Seconded: Linley Dreghorn**

**CARRIED**

1.2 Business arising from previous minutes –  
 Jessica raised that the next CRC Cluster meeting will be held in Merredin in November and may be an opportunity to re-visit content creation through CRC support. Linda to speak with Rik Soderlund.

ACTIONS	UPDATE
<ul style="list-style-type: none"> <li>ACTION – Linda to keep all members informed on this projects (Event Support Project) progress via email updates.</li> </ul>	Linda apologised for lack of information forthcoming, but very little had occurred in this area until the last 10 days due to Dowerin Events Management wanting to defer discussions until after the Dowerin Field Days.
<ul style="list-style-type: none"> <li>ACTION – Megan suggested that Linda contact the Beacon CRC and have a chat about this (Content Creation).</li> </ul>	Linda has reached out to Beacon and other CRCs but no clear path has shown itself on how to progress content creation from the Wheatbelt region.

## 2. Correspondence

### 2.1 Correspondence In

- 2.1.1 Various Emails inward.
- 2.1.2 FRRR - Project “17 WA Events Officer” in the Helping Regional Communities Prepare for Drought Initiatives’ Community Impact Program, Application No: 38682 – signed agreement.
- 2.1.3 Caroline Robinson – NEWROC, request to take NEWTRAVEL motions to next NEWROC Meeting.
- 2.1.4 AGO AGM and Board Nominations

### 2.2 Correspondence Out

- 2.2.1 Various Emails outward.

**RESOLUTION:**  
 That the NEWTRAVEL inward correspondence is accepted, and the outward correspondence be endorsed.  
 Moved: Cr Tanya Gibson      Seconded: Cr Christy Petchell      CARRIED

### 2.3 Business arising from Correspondence

### 3. Financial Report

<b>Cheque Acc Opening Balance 1 July 2023</b>		<b><u>\$35,164.78</u></b>
<b>INCOME</b>		
Other Income	Shire of Goomalling – Storytowns Marketing contribution	\$2,090.00
	FRRR Drought Funding Grant – Payment 1	\$31,777.00
	<b>Total Income</b>	<b>\$33,867.00</b>
<b>EXPENSES</b>		
Brochures	Vanguard Press – Printing of 5000 Maps & 3000 Guidebook	\$6,990.50
Marketing	Meta Advertising	\$100.00
Tourism Officer	Vernon Contracting – Tourism Officer, June 2023	\$3,967.73
	Vernon Contracting – Tourism Officer, July 2023	\$4,161.59
	Vernon Contracting – Tourism Officer, August 2023	\$4,533.26
Website	Annual Website Hosting	\$77.32
	Domain Central – Annual renewal	\$25.95
Postage	Muka Mail & Merchandise - July	\$26.85
	Shire of Merredin – Annual Postage contribution	\$197.00
	Muka Mail & Merchandise – Aug-Sept	\$16.95
Signage	Turbo Signs - Banner Flag Nungarin CRC	\$264.00
	<b>Total Expenditure</b>	<b>\$20,361.15</b>
<b>Cheque Acc Closing Balance 30 September 2023</b>		<b><u>\$48,670.63</u></b>
<i>Other Income</i>		
<i>Outstanding Payments</i>	<i>Vernon Contracting – Tourism Officer, September 2023</i>	<i>\$4,196.31</i>
	<i>Baxter Backpacks, Social Media Content September 2023</i>	<i>\$1,500.00</i>
	<i>Baxter Backpacks, purchase additional 10 images</i>	<i>\$500.00</i>
	<i>Alyce Ventris – Social Media July/August/September</i>	<i>\$825.00</i>
<b>Ending Financial Position on 19 October 2023</b>		<b><u>\$41,679.32</u></b>

#### Signage Funds Remaining

Turbo Signs – Banner Flag Nungarin CRC	\$264.00
<b>Total Signage Funds Remaining</b>	<b>\$1,377.10</b>

**RESOLUTION:**

**That the NEWTRAVEL financial report is accepted as presented.**

**Moved: Leanne Parola**

**Seconded: Linley Dreghorn**

**CARRIED**

#### 4.0 NEWTRAVEL Tourism Officer (0.4FTE) August 2023 – October 2023 Report

Main Activities	Description	Progress/Update
<b>1. NewTravel Administration</b>		
a. Organise, attend and minute NEWTRAVEL meetings. Attending to any correspondence or motions at these meetings.	Organise and attend NEWTRAVEL Meetings	<ul style="list-style-type: none"> <li>Attended July NEWTRAVEL meeting</li> <li></li> </ul>
b. Undertake governance and financial reporting activities.	Prepare Agendas and Minutes; attend to correspondence and motions as directed.	<ul style="list-style-type: none"> <li>July Meeting Minutes prepared and circulated.</li> </ul>
	Undertake financial responsibility for NEWTRAVEL including invoicing, paying accounts, preparing and presenting financial reports.	<ul style="list-style-type: none"> <li>Monthly financials completed and accounts paid.</li> </ul>
<b>2. Marketing</b>		
a. Implement the Wheatbelt Way Marketing Plan	Develop, adopt and implement annual marketing plan.	<ul style="list-style-type: none"> <li>Continued implementation of 2022-23 Marketing Plan</li> </ul>
b. Support NEWTravel to undertake tourism marketing activities to the benefit of the members.	Promote the Wheatbelt Way through press advertising and any other opportunities as they arise.	<ul style="list-style-type: none"> <li>2023 Wheatbelt Way Wildflowers Campaign prepared and implemented.</li> <li>Attended 2023 Dowerin Machinery Field Days.</li> <li>Spring Wheatbelt Cooperative Wildflower Campaign</li> </ul>
	Update and distribute Wheatbelt Way Brochures and Booklets.	<ul style="list-style-type: none"> <li>Distributed as required.</li> <li>2023 Guidebook and Map re-print.</li> </ul>
	Arrange for the preparation of promotional packages for individuals, groups, companies and arrange appropriate distribution	
<b>3. Website and Social Media</b>		
a. Develop and maintain a presence for the Wheatbelt Way on internet and social media.	Maintain the Wheatbelt Way website	<ul style="list-style-type: none"> <li>Updated weekly as required.</li> </ul>
	Answer all Wheatbelt Way enquiries via the website and respond to requests for merchandise as required.	<ul style="list-style-type: none"> <li>Wheatbelt Way enquiries (website, email, socials, chat and phone).</li> </ul>
	Create a Wheatbelt Way Facebook Page and maintain it regularly.	<ul style="list-style-type: none"> <li>Posting and sharing of Wheatbelt Way content daily on Facebook and Instagram weekly.</li> </ul>
<b>4. Stakeholder Communications</b>		
a. Maintain relationships with Central Wheatbelt Visitors Centre and Australia's Golden Outback	Attend Regional Working Group Meetings	<ul style="list-style-type: none"> <li>Attended and participated in monthly Wheatbelt Tourism team meetings developing a Destination Development direction/plan with stakeholders.</li> <li>Presented to Wheatbelt CRC Tourism Cluster in Corrigin – 9<sup>th</sup> August</li> <li>Participated in monthly AGO zoom meetings.</li> <li>Member of AGO Agri-tourism Working Group – attended first online meeting 21 September</li> </ul>
b. Communicate with members.	Quarterly Newsletter to Stakeholders	<ul style="list-style-type: none"> <li>Bi-Monthly E-news to NEWTRAVEL stakeholders sent.</li> <li>Quarterly newsletter subscribers sent.</li> </ul>



	Provide information and updates as identified.	•
<b>5. Maintenance and Monitoring</b>		
a. <i>Assist in the maintenance of the Wheatbelt Way Infrastructure and monitoring of Tourism across NEWROC</i>	Coordinate and collate tourism data for the region.	<ul style="list-style-type: none"> <li>• Compiled the March 2023 – July 2023 Visitor Statistics</li> <li>• Quarterly Marketing Report produced</li> </ul>
	Coordinate annual auditing of Wheatbelt Way sites with individual shires and reporting of recommendations back to shires.	•
<b>6. Supporting additional activities</b>		
a. <i>Any other duties within the Contractors range of abilities as directed by the Director of Economic Services if time and resources allow.</i>	Assist with planning and conducting tourism initiatives as required (incl. local famils and trade shows).	-
	Carry out research and manage projects as required	<ul style="list-style-type: none"> <li>• Follow up meetings with DRS and Trails WA about the unsuccessful NEWTRAVEL Trails grant held and feedback sort.</li> <li>• Successful FRRR funding agreement executed, attended ARLF Change Makers Workshop in Merredin 18 September as a part of this.</li> </ul>
	Other	<ul style="list-style-type: none"> <li>• Developed NEWTRAVEL Events Support project proposal and commenced engagement with NEWROC and Dowerin Events Management as potential project partners to deliver.</li> </ul>

Linda provided an update on the newly formed AGO Wheatbelt Agri-tourism Working Groups. Discussion was held. Tanya Gibson raised concerns and suggestions around:

- Liability
- Assistance with the planning, coordinating and organising of local agritourism initiatives.
- The need for some guidance/guidelines.

## 5.1 Wheatbelt Way Visitor Statistics

*A reminder that the reporting periods are:*

- 1. July – October*
- 2. November – February*
- 3. March – June*

*If Shires could please submit their complete Excel spreadsheets for the period July – October 2023 and email them in by the **14<sup>th</sup> November** it would be greatly appreciated.*

Linda presented the March 2023 – June 2023 Visitor Snapshot Report and it can be viewed [here](#). It was noted that again the Wheatbelt Way region had the most number of visitors for this period.

## 5.2 Social Media and Marketing Report

NEWTRAVEL's primary purpose is to market and promote the Wheatbelt Way self-drive route and the tourism assets in the NEWTRAVEL area. We also engage with visitors and tourists through our promotional activities.

Linda presented a full report on NEWTRAVEL's Social Media analytics and marketing activities to the meeting, it can be viewed [here](#).

General discussion was held on the future of NEWTRAVEL's marketing activities for the next 12 months which included reviewing the draft 2023-2024 Marketing Overview, can be viewed [here](#).

Linda was pleased with the work of Influencer Alex Baxter on how it was created and received. Alex's work was viewed by the meeting as not all had seen it. Linda felt that we had pivoted our marketing well to reduce the focus on Wildflowers this spring as they were not so spectacular this year due to the lack of rains. The Salt Lake drone footage that Alex created as a "Art of the Wheatbelt" theme was really well received.

Linda raised her concerns that the quality of content that Alex Baxter created is what is needed to elevate the Wheatbelt Way social media marketing in the future, but she does not have the skills required to do this, nor do we have a budget to purchase this type of content on a regular basis.

The strength of the Wheatbelt Way social media was that it was authentic and genuine of what is happening in the region right now. Concerned about the lack of Wheatbelt content on social media. This year Linda had poor/no uptake from any locals to be paid to create local Wheatbelt Way content. View the Working With Wheatbelt Way proposal [here](#).

Jessica McCartney offered her knowledge of using Instagram and reels and discussion was held about the Tik Tok platform.

## **6.0 General Business**

### **6.1 NEWTRAVEL 2023 – 2024 Marketing Plan**

#### **BACKGROUND:**

NEWTRAVEL annual develop and endorse a marketing plan for promoting the Wheatbelt Way region and its members.

#### **COMMENT:**

The NEWTRAVEL marketing year is from 1 October – 30 September.

The draft 2023-2024 Marketing Plan is [here](#).

Discussion was held about the planned activities and the limited ability to move or change funding allocations as the budget was very tight.

#### **RECOMMENDATION:**

The 2023-2024 Marketing Plan was endorsed as presented.

## 6.2 NEWTRAVEL/NEWROC Events Support Project

### **BACKGROUND:**

NEWTRAVEL has been successful in receiving \$63,554.00 from [Future Drought Fund's Helping Regional Communities Prepare for Drought – Community Impact Program](#). This project is to be delivered by 30 June 2025.

### **COMMENT:**

Linda has been in discussions with NEWROC and Dowerin Events Management and will provide an update to the meeting.

The Project Proposal can be viewed [here](#).

Discussion was held including:

- Tier 2 Events to be added are: Wylie Arts Expo, Koorda and Districts Agricultural Show (instead of Koorda Community Show), WAORRA Car Rally, Bencubbin.
- Leanne raised concerns about the unconfirmed Travel Budget Line (approx. \$10,000 over two financial years) being requested from NEWROC as it does not include the Shire of Westonia contributing. Felt that perhaps it would be fairer for NEWTRAVEL to ask all the individual NEWTRAVEL member Councils to contribute to the Travel Budget item.
- Georgina raised that Mt Marshall was supportive of the project but perhaps would not get as much value out of it as other member Councils as they employed Phoebe in the Community Development role that already provides some of the identified project outcomes for their community.
- Concerns around the perceived heavy reliance on and potential benefits to Dowerin Events Management if they agree to come on board as project partners.
- Linda expressed her concerns that she felt the project could not be delivered for any less funds than outlined in the proposal.

### **RECOMMENDATION:**

NEWTRAVEL endorsed the Events Support Project proposal as presented, and directed that if NEWROC did not endorse and agree to contribute the unconfirmed funds that NEWTRAVEL to approach the member Councils individually.

### 6.3 Destination Development Plan

**BACKGROUND:**

Goal 2.1 of the NEWTRAVEL Strategic Plan is to work with AGO to encourage dispersal around our region. It has an action of developing a destination development plan for the Wheatbelt Way road trip.

**COMMENT:**

A Wheatbelt Tourism Destination Development group have been meeting monthly to progress this concept.

Linda will provide verbal update to the meeting, including on the [Visitor Information Centre Project Proposal](#).

**RECOMMENDATION:**

Linda advised that the Wheatbelt Tourism Working Group had not met recently due to members availability, there was meeting set for November. The Visitor Information Centre Project Proposal had been seeking information from CRCs and Visitor Information points to further bolster any proposals.

## 7. Reports

### 7.1 Member Reports

*Opportunity for members to provide meeting with an update or exchange on key tourism related activities and initiatives. A quick verbal report to be presented by member delegates. Full written reports or information can be found if link is indicated on name below.*

#### **Mt Marshall**

- Anecdotally Beacon visitor numbers are up.
- The two new cabins for the Caravan Parks are nearly installed (has been a long process)!
- The Mt Marshall Centenary celebrations was very successful.
- Mrs Medlin (wax mannequin) has finally arrived for the Beacon Museum.
- Mt Marshall and Districts Show will be held on the 9<sup>th</sup> March 2024.

#### **Trayning**

- The Caravan Park has been closed for a large amount of this last period to allow for the new ablutions to be installed.
- The Smoke n' Dirt Motor Sport Event was successfully held in September. Date set for 2024 as the 7<sup>th</sup> September.

#### **Nungarin**

- Anecdotally there was a steady flow of visitors at the Caravan Park.
- Held one Wildflower Bus tour which was successful.
- The Mangowine Concert and Harvest Festival Weekend activities were all held and well received.
- Auntie Jim (wax mannequin) has also arrived and is now on display at the Nungarin Army and Heritage Machinery Museum.
- Held a Community meeting with Peter Kenyon from Community Builders to seek interest and discuss the possibility of co-operative purchase and ownership of the Woolshed Hotel (currently closed and for sale). This business not being open is having a large negative impact on the community and it is hoped that this could be a possible solution.

#### **Mukinbudin**

- The Caravan Park is busy as usual and new shelving has been installed in the Camp Kitchen.
- New signs and banners have been installed around the town.
- New public bins are soon to be installed around town.
- The public toilets on the main street have been upgraded and are now open to the public again.

#### **Dowerin**

- The new CEO David Singe has started.
- Dowerin Hotel is now open but days/hours are ad hoc.
- Community Art Workshops currently being held and well received.
- Current decline in visitors at the Dowerin Short Stay at present, not sure why.
- Holding an Intergenerational bowls event in November (received grant funding to do this).

- Community Harvest Festival event – 15<sup>th</sup> December
- Movember Ball being held by the Dowerin Community Club
- Community is also working on plans to improve the playground in town.

### **Wyalkatchem**

- The Pub sold and is now re-opened under new management serving lunch and dinner 7 days a week.
- Shire is working with stakeholders to look at options to get the Café back open.
- The Wyalkatchem rodeo had approx. 3,500 people in attendance. 90% of the people stayed the night in Wyalkatchem.
- Wyalkatchem Cemetery improvements completed.
- New town signage has arrived, just waiting to be installed.
- The Wylie Art Expo was popular.
- Currently investigating an aged-care support system called Mabel.

### **Koorda**

- The Recreation Ground renovations have finally commenced, which will include a new bowling green.
- The Koorda Drive In has been going okay, monthly numbers are inconsistent.
- Had a variety of Caravan Groups visit the community.
- The Youth Group continues to provide activities for kids in the community.
- CBH new accommodation is complete, and staff are utilizing.
- This year, a small community event was held at the Drive In instead of the Koorda Show this year.

## **7.0 Other Business**

### **Mainstreet Gallery, Mukinbudin**

Linda gave an update on the Mainstreet Gallery in Mukinbudin in her voluntary work she does with this group, they had 1,143 visitors for the 88 days that they were open in 2023.

### **Destination WA**

Georgina let everyone know that the Shire of Mt Marshall has made the decision to participate (at a cost of \$5,500 for 3-minute segment, plus socials and raw data) in the new season of Destination WA filming to be released in early 2024. Unfortunately, they have now been advised by Guru productions that they will not come out to the Shire of Mt Marshall unless they have three other Wheatbelt stories. Are any other Shires interested?

Linda thanked Kim Storer for her commitment to NEWTRAVEL over the last six years as Chairperson and presented her with a small flower arrangement as a token of appreciation. ‘

## **8.0 Next Meeting**

***A General Meeting on Thursday 29<sup>th</sup> February 2024 in Trayning, 10am.***

## **9.0 Meeting Close 1.07pm**





**CEACA**

*Supporting Wheatbelt Communities*

## **MINUTES OF THE CENTRAL EAST ACCOMMODATION & CARE ALLIANCE INC MANAGEMENT COMMITTEE MEETING HELD AT 10.00AM ON FRIDAY, 20<sup>TH</sup> OCTOBER 2023 (VIA TEAMS)**

### **ATTENDEES:**

Terry Waldron – CEACA Chairperson, Richard Marshall – CEACA Executive Officer (EO), Stephen Strange – Shire of Bruce Rock, Darren Mollenoyux – Shire of Bruce Rock, Quentin Davies (via telephone) - Shire of Wyalkatchem, Raymond Griffiths – Shire of Kellerberrin, Tony Sachse, – Shire of Mt Marshall, Ben McKay - Shire of Mt Marshall, Bill Price – Shire of Westonia, Wayne Della Bosca – Shire of Yilgarn, Nic Warren - Shire of Yilgarn, Mark McKenzie - Shire of Merredin, Holly Cusack - Shire of Narembeen, Maria Cavallo (Auditor) – AMD Chartered Accountants (for item 2.1 only).

**Minute Taker:** Richard Marshall – CEACA Executive Officer

### **APOLOGIES**

Gary Shadbolt - Shire of Mukinbudin, Dirk Sellenger – Shire of Mukinbudin, Rebecca McCall - Shire of Narembeen, Peter Klein - Shire of Wyalkatchem, Lisa Clack – Shire of Merredin, Jo Trachy - CEACA Operations Manager.

### **1.0 MEETING OPENING**

The Chairperson apologised for the late start due to technical IT issues, opened the meeting at 10.09am and welcomed all attendees.

The Chairperson welcomed Maria Cavallo, auditor from AMD Chartered Accountants.

Apologies were noted.

Gary Shadbolt and Rebecca McCall had tried to attend the meeting but were prevented by technical IT issues. EO spoke to Gary Shadbolt after the meeting to provide an update and answer various questions.

A quorum was declared, with eight (8) committee members or their delegates in attendance.

### **2.0 MEETING MATTERS**

#### **2.1 Audited Financial Statements**

Richard Marshall spoke to the Financial Statements, highlighting the significant items in the Profit & Loss Account, Balance Sheet and Notes to the accounts.

Maria Cavallo advised the scope of the audit work and the audit findings, noting the only item pointed out in the Management letter was the provisions for annual leave and long-service leave were slightly understated due to the exclusion of the salary on-costs components (superannuation and workers compensation insurance). This is immaterial and does not require adjustment.

Tony Sachse asked whether the deficit on the Governance section of the profit & loss account (governance costs net of membership fees) is a problem. Ms Cavallo advised it is not a problem as the overall profit & loss account is considered.

Ms Cavallo left the meeting at 10.25am.

## **RESOLUTION**

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The Management Committee resolved:

1. For the Chairperson and EO to sign the Letter of Representation to the auditors, as provided in the meeting papers.
2. For Terry Waldron and Stephen Strange to sign the Statement from the Management Committee approving the Financial Statements, as provided in the meeting papers.

### **2.2 Term Deposit Account**

Mr Marshall spoke to the report provided with the meeting papers. He advised that CEACA currently has approximately \$800,000 in an interest-bearing account earning 1.5%, whereas Term Deposit accounts are currently earning over 4% depending on the term.

## **RESOLUTION**

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The Management Committee resolved:

1. To set up a Term Deposit account at Westpac Bank, with \$600,000 for a period on nine (9) months.

### **2.3 AGM Matters**

Call for Nominations have been sent to Members and are required to be submitted by 30 October 2023, one week prior to the AGM scheduled for 6 November 2023.

It was discussed that with local government elections being held on 21 October it would be extremely difficult for some shires to elect their CEACA representative by 30 October 2023.

## **RESOLUTION**

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The Management Committee resolved:

1. If due to the timeframe imposed by the date of local government elections, a member Shire is unable to elect its CEACA representative in time, the deadline for submission of nominated candidates will be extended to the scheduled date of the AGM.

### **3. GENERAL BUSINESS**

The Chairperson advised a funding submission in relation to building additional properties had been provided to the Department of Communities and a meeting to follow-up on this is expected shortly.

EO advised that the Registrar for Community Housing Providers (CHP) had provided written confirmation that the wind-up clause required in the Constitution for CHP status, does not apply to existing land and property. This will be confirmed by CEACA legal advisors prior to consideration by members of any proposed amendments to the Constitution in this regard.

#### 4. MEETING CLOSURE

There being no further business, the meeting closed at 10.43am.

##### 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.

## 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 Simmonds advised having attended the following meetings:

Councillor Geier advised having attended the following meetings:

Councillor Huxtable advised having attended the following meetings:

Councillor Faithfull 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 **16<sup>th</sup> November 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 **16<sup>th</sup> November 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 **16<sup>th</sup> November 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 – OCTOBER 2023

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

#### **Purpose of the Report**

- Executive Decision  Legislative Requirement

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

#### **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 October 2023 The credit card statements currently show: -

**CEO October 2023 \$4797.50** associated with the purchase 1038283 - Microsoft 365 Business Std Recurring – October 20231049449 Managed Endpoint & Subscriptions Recurring, Active8me internet service, 1047021 Microsoft 365 Business Basic Recurring Monthly, 1038203 Office 365 Exchange online Plan Monthly, Palace Chinese- Retire Council Dinner, 1049451 Cloud Anti Spam Recurring October 2023 1049451 Cloud Anti Spam ,Adobe Systems, Diesel Fuel Purchase OWT, Council Chamber Refreshments & Refreshments Opening of The New Stadium/Bowling Club

**DCEO October 2023 \$1578.50** associated with the purchase of Flowers for Stacey Geier Thank You W2W Walk, Invarion RapidPlan Single Machine Renewal Sept 23 to Sept 24, Main Roads Class 1 RAV Oversize Period, Permit Pagoda - Chantelle Rates Training Accommodation and Aust Post - Rate Incentive Prizes

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 2023/2024 Annual Budget.

 **Voting Requirements**



Simple Majority



Absolute Majority

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**OFFICER RECOMMENDATIONS**

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That October 2023 accounts submitted to today's meeting on Municipal vouchers numbered from 4064 to 4067, and D/Debits from EFT6475 to EFT6543 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$467,944.62 be passed for payment.

**List of Accounts Due & Submitted to Council October 2023/2024**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>	<b>Bank</b>	<b>Type</b>
B/S	02/10/2023	WESTNET - WESTNET INTERNET PROVIDER FEE	WESTNET INTERNET PROVIDER FEE	-66.00	1	FEE
B/S	03/10/2023	FEE - BANK FEES	BANK FEES	-855.45	1	FEE
DD3894.1	03/10/2023	TELSTRA CORPORATION LIMITED	Telephone Usage	-1,224.69	1	CSH
EFT6475	03/10/2023	Copier Support	Copier Support	-788.75	1	CSH
EFT6476	03/10/2023	Ron Bateman & Co	Consumables	-267.27	1	CSH
EFT6477	03/10/2023	Two Dogs Home Hardware	Plants	-1,653.64	1	CSH
EFT6478	03/10/2023	Centek Constructions	Office Wall	-5,302.00	1	CSH
EFT6479	03/10/2023	Hutton and Northey Sales	Bowling Green	-33.26	1	CSH
EFT6480	03/10/2023	Merredin Rural Supplies Pty Ltd	Verge Spraying	-5,243.48	1	CSH
EFT6481	03/10/2023	Westonia Tavern	July Meeting Dinner	-688.00	1	CSH
EFT6482	03/10/2023	Wheatbelt Uniforms Signs & Safety	Staff Uniform-Paust	-5,653.76	1	CSH
EFT6483	03/10/2023	Moore Australia (WA) Pty Ltd	Financial Workshop	-3,751.00	1	CSH
EFT6484	03/10/2023	Ancor Electrical	Caravan Park Maintenance	-208.42	1	CSH
EFT6485	03/10/2023	Crown Perth a.f.t Burswood Property Trust	Members Conference Accom	-8,172.40	1	CSH
EFT6486	03/10/2023	Medelect Biomedical Services	Oxy Viva Service	-312.95	1	CSH
EFT6487	03/10/2023	Repco	Vehicle Accessories	-295.90	1	CSH
EFT6488	03/10/2023	Combined Tyres Pty Ltd	Tyres	-1,490.50	1	CSH
EFT6489	03/10/2023	150 Square Pty Ltd	Consultant - Pool Grant	-10,945.00	1	CSH
EFT6490	03/10/2023	MACE Services Pty Ltd	PRADO Service	-866.94	1	CSH
EFT6491	03/10/2023	Smart Casual Signs	Signs Painting	-7,000.00	1	CSH
EFT6492	03/10/2023	Uncle Diesels Smoke N Grill	W2W Meal	-11,750.00	1	CSH
EFT6493	03/10/2023	Westonia Progress Association Inc.	Reimbursement	-10,000.00	1	CSH
EFT6494	05/10/2023	Oxter Services	BLACK GRANITE TILE	-792.00	2	CSH
PAYROLL	08/10/2023	Employees	Payroll	-40,506.03	1	PAY
DD3900.1	08/10/2023	Aware Super - Accumulation	Payroll deductions	-5,710.99	1	CSH
DD3900.2	08/10/2023	BT Panorama Super	Superannuation contributions	-331.80	1	CSH
DD3900.3	08/10/2023	C-Bus	Superannuation contributions	-1,108.57	1	CSH

DD3900.4	08/10/2023	MLC Masterkey	Superannuation contributions	-296.28	1	CSH
DD3900.5	08/10/2023	AUSTRALIANSUPER	Superannuation contributions	-789.87	1	CSH
DD3900.6	08/10/2023	MLC Navigator Retirement Plan	Superannuation contributions	-120.12	1	CSH
DD3900.7	08/10/2023	Spirit Super	Superannuation contributions	-136.95	1	CSH
DD3900.8	08/10/2023	Australian Retirement Trust	Superannuation contributions	-293.52	1	CSH
4064	10/10/2023	Cash	Petty Cash Purchases	-463.35	1	CSH
EFT6495	10/10/2023	Services Australia Child Support	Payroll deductions	-106.73	1	CSH
4065	13/10/2023	Synergy	Electricity	-311.88	1	CSH
EFT6496	13/10/2023	Avon Waste	Waste Removal	-2,282.21	1	CSH
EFT6497	13/10/2023	Winc Australia Pty Ltd	Stationery	-45.97	1	CSH
EFT6498	13/10/2023	Westonia Progress Association Inc.	Diesel Purchased	-262.90	1	CSH
EFT6499	13/10/2023	Toll Transport Pty Ltd	Freight	-1,128.89	1	CSH
EFT6500	13/10/2023	Centek Constructions	Office Front Door	-4,554.00	1	CSH
EFT6501	13/10/2023	Champ Pty Ltd Library Management System	Library Subscription	-1,681.57	1	CSH
EFT6502	13/10/2023	Harcher The Distributors Wheatbelt	Christmas Markets	-89.65	1	CSH
EFT6503	13/10/2023	Great Southern Fuel Supplies	Fuel Card Purchases	-1,027.13	1	CSH
EFT6504	13/10/2023	A.D. Engineering International	Carrabin Info Bay	-99.00	1	CSH
EFT6505	13/10/2023	Merredin Flowers & Gifts	Retirement Gifts	-100.00	1	CSH
EFT6506	13/10/2023	Australia Post	Postage	-63.78	1	CSH
EFT6507	13/10/2023	Ramsay Construction Pty Ltd	EHO Services	-1,496.00	1	CSH
EFT6508	13/10/2023	Arthur William Price	EV Power	-498.91	1	CSH
EFT6509	13/10/2023	CORSIGN WA PTY LTD	Street Signs	-8,288.50	1	CSH
EFT6510	13/10/2023	Merredin Steel Supplies	Smoker Shelter	-137.88	1	CSH
EFT6511	13/10/2023	Blue Tree Project Inc	W2W Donation	-2,674.00	1	CSH
EFT6512	13/10/2023	St John Ambulance Southern Cross	W2W - Donation	-7,000.00	1	CSH
EFT6513	13/10/2023	Cowards Punch Limited	W2W Donation	-3,000.00	1	CSH
EFT6514	13/10/2023	Wheatbelt Men's Health (inc)	W2W Donation	-7,000.00	1	CSH
EFT6515	13/10/2023	Breast Cancer Care WA	W2W - Donation	-3,000.00	1	CSH
DD3916.1	16/10/2023	TELSTRA CORPORATION LIMITED	Telephone Usage	-1,481.08	1	CSH
EFT6516	19/10/2023	Landgate	Revaluation Rural	-211.55	1	CSH



EFT6517	19/10/2023	Shire of Kellerberrin	Street Sweeping	-1,480.00	1	CSH
EFT6518	19/10/2023	Westonia Progress Association Inc.	MOU Contribution	-18,949.57	1	CSH
EFT6519	19/10/2023	BOC Limited	Container Service	-99.50	1	CSH
EFT6520	19/10/2023	Bunnings Group Ltd	Trestle tables	-1,340.00	1	CSH
EFT6521	19/10/2023	Department of Fire & Emergency	ESL Shire Buildings	-1,274.00	1	CSH
EFT6522	19/10/2023	Shenton Enterprises Pty Ltd	Pool Cleaner	-6,490.00	1	CSH
EFT6523	19/10/2023	Della Bosca Transport	Transport	-1,980.00	1	CSH
EFT6524	19/10/2023	Westonia Bowling/tennis Club's Bar Account	Refreshments	-490.00	1	CSH
EFT6525	19/10/2023	Westonia Community Cooperative Limited	September Purchases	-1,575.32	1	CSH
EFT6526	19/10/2023	LIWA Aquatics	Regional Aquatic Seminar	-120.00	1	CSH
EFT6527	19/10/2023	Wessie Pty Ltd Atf: The Geier Family Trust	Private Works	-1,650.00	1	CSH
EFT6528	19/10/2023	Accredit Building Surveying & Construction Services Pty Ltd	Building Surveyor	-385.00	1	CSH
EFT6529	19/10/2023	NorthStar Asset Pty Ltd T/as Artistralia Pty Ltd	Movie Copyright	-198.00	1	CSH
EFT6530	19/10/2023	Intelife Group	Roadside Mulching	-27,852.00	1	CSH
EFT6531	19/10/2023	Nutrien Water	Bowling Green Retic	-1,869.33	1	CSH
EFT6532	19/10/2023	The Empty Bobbin	Workshop	-710.00	1	CSH
PAYROLL	22/10/2023	Employees	Payroll	-41,856.09	1	PAY
DD3926.1	22/10/2023	Aware Super - Accumulation	Payroll deductions	-5,884.44	1	CSH
DD3926.2	22/10/2023	BT Panorama Super	Superannuation contributions	-239.64	1	CSH
DD3926.3	22/10/2023	C-Bus	Superannuation contributions	-1,238.98	1	CSH
DD3926.4	22/10/2023	MLC Masterkey	Superannuation contributions	-296.28	1	CSH
DD3926.5	22/10/2023	AUSTRALIANSUPER	Superannuation contributions	-789.87	1	CSH
DD3926.6	22/10/2023	MLC Navigator Retirement Plan	Superannuation contributions	-85.80	1	CSH
DD3926.7	22/10/2023	HESTA	Superannuation contributions	-129.74	1	CSH
DD3926.8	22/10/2023	Spirit Super	Superannuation contributions	-108.61	1	CSH
DD3926.9	22/10/2023	Australian Retirement Trust	Superannuation contributions	-293.52	1	CSH
DD3924.1	23/10/2023	Deputy Commissioner of Taxation	Sept BAS/FBT	-42,732.00	1	CSH
B/S	25/10/2023	2VNET - 2VNET MONTHLY MAINTENANCE FEE	2VNET MONTHLY MAINTENANCE FEE	-578.95	1	FEE
EFT6533	27/10/2023	Services Australia Child Support	Child Support R Mitchell	-538.77	1	CSH
4066	30/10/2023	Water Corporation	Water Usage & Service Charges	-15,410.97	1	CSH

4067	30/10/2023	HI-LO CONSTRUCTION	Building Mtce	-2,340.80	1	CSH
EFT6534	30/10/2023	Toll Transport Pty Ltd	Freight	-188.49	1	CSH
EFT6535	30/10/2023	BOC Limited	O2 & Argosshield	-121.87	1	CSH
EFT6536	30/10/2023	Daimler Trucks Perth	Truck Parks	-427.45	1	CSH
EFT6537	30/10/2023	Shire of Cunderdin	Velpic Annual Subscription	-426.00	1	CSH
EFT6538	30/10/2023	Sheree Lowe	Face Painting	-340.00	1	CSH
EFT6539	30/10/2023	Comfortstyle Merredin	Bed Castors	-381.60	1	CSH
EFT6540	30/10/2023	Out West Mechanical	Plant Parts & Repairs	-6,199.06	1	CSH
EFT6541	30/10/2023	Schoen Podiatry	HACC	-190.00	1	CSH
B/S	31/10/2023	TPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-9,872.35	1	FEE
EFT6542	31/10/2023	LGISWA	Property Insurance	-77,584.10	1	CSH
EFT6543	31/10/2023	Westernpower	New Residential Connection	-19,566.00	1	CSH

**-467944.62**



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 4064 to 4067, and D/Debits from EFT6475 to EFT6543 Inclusive of Department for Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$467,944.62 submitted to each member of the Council on Thursday 16th November 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– OCTOBER 2023**

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

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**Purpose of the Report**

- Executive Decision  Legislative Requirement

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

**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 October 2023 is attached for Councillor information, and consists of:

1. Statement of Financial Activity
2. Statement of Financial Position
3. Note 1 Basis of Preparation
4. Note 2 Statement of Financial Activity Information
5. Note 3 Explanation of Material Variances
6. Supplementary information

**Statutory Environment**

General Financial Management of Council  
Council 2023/2024 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

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**OFFICER RECOMMENDATIONS**

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

# SHIRE OF WESTONIA

## MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)  
For the period ended 30 September 2023

*LOCAL GOVERNMENT ACT 1995*

*LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

### TABLE OF CONTENTS

#### *Statements required by regulation*

Statement of Financial Activity	2
Statement of Financial Position	3
Note 1 Basis of Preparation	4
Note 2 Statement of Financial Activity Information	5
Note 3 Explanation of Material Variances	6

**SHIRE OF WESTONIA**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2023**

	Supplementary Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
<b>OPERATING ACTIVITIES</b>							
<b>Revenue from operating activities</b>							
General rates	9	1,165,765	1,165,765	<b>1,164,602</b>	(1,163)	(0.10%)	
Grants, subsidies and contributions	11	1,516,700	660,657	<b>654,836</b>	(5,821)	(0.88%)	
Fees and charges		1,323,250	409,808	<b>458,503</b>	48,695	11.88%	▲
Interest revenue		140,400	4,825	<b>9,317</b>	4,492	93.10%	▲
Other revenue		43,550	20,658	<b>30,453</b>	9,795	47.42%	▲
		<b>4,189,665</b>	<b>2,261,713</b>	<b>2,317,711</b>	55,998	2.48%	
<b>Expenditure from operating activities</b>							
Employee costs		(1,200,743)	(258,561)	<b>(385,031)</b>	(126,470)	(48.91%)	▼
Materials and contracts		(1,085,514)	(571,391)	<b>(506,062)</b>	65,329	11.43%	▲
Utility charges		(508,059)	(164,709)	<b>(155,944)</b>	8,765	5.32%	▲
Depreciation		(1,832,250)	(558,922)	<b>(564,569)</b>	(5,647)	(1.01%)	
Insurance		(164,700)	(110,481)	<b>(144,015)</b>	(33,534)	(30.35%)	▼
Other expenditure		(61,500)	(10,070)	<b>(5,943)</b>	4,127	40.98%	▲
Loss on asset disposals	6	(362,000)	0	<b>0</b>	0	0.00%	
		<b>(5,214,766)</b>	<b>(1,674,134)</b>	<b>(1,761,564)</b>	(87,430)	(5.22%)	
Non-cash amounts excluded from operating activities	Note 2(b)	2,194,250	558,922	<b>564,569</b>	5,647	1.01%	
<b>Amount attributable to operating activities</b>		<b>1,169,149</b>	<b>1,146,501</b>	<b>1,120,716</b>	(25,785)	(2.25%)	
<b>INVESTING ACTIVITIES</b>							
<b>Inflows from investing activities</b>							
Proceeds from capital grants, subsidies and contributions	12	931,500	220,500	<b>223,118</b>	2,618	1.19%	
		<b>931,500</b>	<b>220,500</b>	<b>223,118</b>	2,618	1.19%	
<b>Outflows from investing activities</b>							
Payments for property, plant and equipment	5	(2,799,500)	(189,000)	<b>(204,776)</b>	(15,776)	(8.35%)	▼
Payments for construction of infrastructure	5	(2,114,000)	(704,656)	<b>(161,459)</b>	543,197	77.09%	▲
<b>Amount attributable to investing activities</b>		<b>(3,982,000)</b>	<b>(673,156)</b>	<b>(143,117)</b>	530,039	78.74%	
<b>FINANCING ACTIVITIES</b>							
<b>Inflows from financing activities</b>							
Transfer from reserves	4	1,260,000	0	<b>0</b>	0	0.00%	
		<b>1,260,000</b>	<b>0</b>	<b>0</b>	0	0.00%	
<b>Outflows from financing activities</b>							
Transfer to reserves	4	(110,500)	0	<b>0</b>	0	0.00%	
		<b>(110,500)</b>	<b>0</b>	<b>0</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>1,149,500</b>	<b>0</b>	<b>0</b>	0	0.00%	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>							
<b>Surplus or deficit at the start of the financial year</b>		0	0	<b>2,047,216</b>	2,047,216	0.00%	▲
Amount attributable to operating activities		1,169,149	1,146,501	<b>1,120,716</b>	(25,785)	(2.25%)	▼
Amount attributable to investing activities		(3,982,000)	(673,156)	<b>(143,117)</b>	530,039	78.74%	▲
Amount attributable to financing activities		1,149,500	0	<b>0</b>	0	0.00%	
<b>Surplus or deficit after imposition of general rates</b>		<b>(1,663,351)</b>	<b>473,345</b>	<b>3,024,815</b>	2,551,470	539.03%	▲

**KEY INFORMATION**

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

\* Refer to Note 3 for an explanation of the reasons for the variance.

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

**SHIRE OF WESTONIA**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2023**

	Supplementary Information	30 June 2022	31 October 2023
		\$	\$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	6,407,297	6,987,794
Trade and other receivables		368,120	659,983
Inventories	7	19,308	19,308
<b>TOTAL CURRENT ASSETS</b>		<b>6,794,725</b>	<b>7,667,085</b>
<b>NON-CURRENT ASSETS</b>			
Inventories		40,339	40,339
Property, plant and equipment		13,360,027	13,357,647
Infrastructure		43,562,879	43,366,925
<b>TOTAL NON-CURRENT ASSETS</b>		<b>56,963,245</b>	<b>56,764,911</b>
<b>TOTAL ASSETS</b>		<b>63,757,970</b>	<b>64,431,996</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	8	240,276	135,038
Employee related provisions	10	221,846	221,846
<b>TOTAL CURRENT LIABILITIES</b>		<b>462,122</b>	<b>356,884</b>
<b>NON-CURRENT LIABILITIES</b>			
Employee related provisions		55,211	55,211
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>55,211</b>	<b>55,211</b>
<b>TOTAL LIABILITIES</b>		<b>517,333</b>	<b>412,095</b>
<b>NET ASSETS</b>		<b>63,240,637</b>	<b>64,019,901</b>
<b>EQUITY</b>			
Retained surplus		21,755,333	22,534,597
Reserve accounts	4	4,397,555	4,397,555
Revaluation surplus		37,087,749	37,087,749
<b>TOTAL EQUITY</b>		<b>63,240,637</b>	<b>64,019,901</b>

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

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

## 1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

### BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

#### **Local Government Act 1995 requirements**

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the 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.

*Local Government (Financial Management) Regulations 1996*, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

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 13 to these financial statements.

#### **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 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, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

#### **SIGNIFICANT ACCOUNTING POLICES**

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

#### **PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 31 October 2023



**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2023**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

	Supplementary Information	Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 October 2023
<b>(a) Net current assets used in the Statement of Financial Activity</b>				
<b>Current assets</b>				
Cash and cash equivalents	3	\$ 2,008,873	\$ 6,407,297	\$ 6,987,794
Trade and other receivables		368,120	368,120	659,983
Other financial assets		4,397,554	0	0
Inventories	7	19,308	19,308	19,308
		<u>6,793,855</u>	<u>6,794,725</u>	<u>7,667,085</u>
<b>Less: current liabilities</b>				
Trade and other payables	8	(240,276)	(240,276)	(135,038)
Employee related provisions	10	(201,888)	(221,846)	(221,846)
		<u>(442,164)</u>	<u>(462,122)</u>	<u>(356,884)</u>
<b>Net current assets</b>		<b>6,351,691</b>	<b>6,332,603</b>	<b>7,310,201</b>
<b>Less: Total adjustments to net current assets</b>	Note 2(c)	<b>(4,285,387)</b>	<b>(4,285,387)</b>	<b>(4,285,386)</b>
<b>Closing funding surplus / (deficit)</b>		<b>2,066,304</b>	<b>2,047,216</b>	<b>3,024,815</b>

**(b) Non-cash amounts 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*.

		Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash amounts excluded from operating activities</b>				
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Add: Loss on asset disposals	6	362,000	0	0
Add: Depreciation		1,832,250	558,922	564,569
<b>Total non-cash amounts excluded from operating activities</b>		<b>2,194,250</b>	<b>558,922</b>	<b>564,569</b>

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

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

		Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 October 2023
<b>Adjustments to net current assets</b>				
Less: Reserve accounts	4	(4,397,555)	(4,397,555)	(4,397,555)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of employee benefit provisions held in reserve	4	112,168	112,168	112,168
<b>Total adjustments to net current assets</b>	Note 2(a)	<b>(4,285,387)</b>	<b>(4,285,387)</b>	<b>(4,285,387)</b>

**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.

**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2023**

**3 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 2023-24 year is \$10,000 or 5.00% whichever is the greater.

Description	Var. \$ \$	Var. % %	
<b>Revenue from operating activities</b>			
General rates	0	0.00%	
Grants, subsidies and contributions	0	0.00%	
Interest revenue	4,492	93.10%	▲
Other revenue	9,795	47.42%	▲
<b>Expenditure from operating activities</b>			
Employee costs	(126,470)	(48.91%)	▼
Materials and contracts	65,329	11.43%	▲
Utility charges	8,765	5.32%	▲
Depreciation	0	0.00%	
Insurance	(33,534)	(30.35%)	▼
Other expenditure	4,127	40.98%	▲
Loss on asset disposals	0	0.00%	
Non-cash amounts excluded from operating activities	0	0.00%	
<b>Inflows from investing activities</b>			
Proceeds from capital grants, subsidies and contributions	0	0.00%	
<b>Outflows from investing activities</b>			
Payments for property, plant and equipment	(15,776)	(8.35%)	▼
Payments for construction of infrastructure	543,197	77.09%	▲
<b>Surplus or deficit at the start of the financial year</b>	<b>2,047,216</b>	<b>0.00%</b>	<b>▲</b>
<b>Surplus or deficit after imposition of general rates</b>	<b>2,551,470</b>	<b>539.03%</b>	<b>▲</b>
Due to variances described above			

Timing Variance  
Material Variance

31/10/2023

Schedule 03 General Purpose Funding

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
<b>Rates Income</b>								
<b>Operating Expense</b>								
03	03100	ABC Costs- Rate Revenue	32,000	9,166	9,168	2	0%	
03	03101	Rate Notice Stationery expense	500	250	273	23	9%	
03	03102	Rates Recovery - Legal Expenses	1,500	0	92	92		
03	03103	Valuation Expenses and Title Searches E	4,000	330	329	(1)	(0)%	
03	03107	Rates Written-off	500	120	138	18	15%	
			<b>38,500</b>	<b>9,866</b>	<b>9,999</b>	<b>133</b>		
<b>Operating Income</b>								
03	03104	General Rates Levied	(1,160,865)	(1,160,865)	(1,164,602)	(3,737)	0%	
03	03105	Ex-Gratia Rates Received	(4,900)	(4,900)	0	4,900	(100)%	CBH Invoice 3rd November 2023
03	03106	Penalty Interest Raised on Rates	(2,800)	(2,800)	(7,430)	(4,630)	165%	Penalty Interest Raised Monthly
03	03109	Instalment Interest Received	(2,000)	(2,000)	(1,887)	113	(6)%	
03	03110	Rates Administration Fee Received	(1,000)	(1,000)	(948)	52	(5)%	
03	03112	Other Revenue	(500)	(406)	(400)	6	(1)%	
			<b>(1,172,065)</b>	<b>(1,171,971)</b>	<b>(1,175,267)</b>	<b>(3,296)</b>		
<b>Other General Purpose Funding</b>								
<b>Operating Expense</b>								
03	03210	Bank Fees Expense	5,000	2,698	2,873	175	6%	
			<b>5,000</b>	<b>2,698</b>	<b>2,873</b>	<b>175</b>		
<b>Operating Income</b>								
03	03201	Grants Commission Grant Received - Ge	(362,000)	(12,500)	(12,417)	83	(1)%	
03	03202	Grants Commission Grant Received- Roa	(250,000)	(8,000)	(8,005)	(5)	0%	
03	03204	Interest Received	(135,600)	(25)	0	25	(100)%	
03	03205	Other General Purpose funding received	(250)	0	(0)	(0)		
			<b>(747,850)</b>	<b>(20,525)</b>	<b>(20,422)</b>	<b>103</b>		
<b>TOTAL OPERATING EXPENDITURE</b>			<b>43,500</b>	<b>12,564</b>	<b>12,872</b>	<b>308</b>		
<b>TOTAL OPERATING INCOME</b>			<b>(1,919,915)</b>	<b>(1,192,496)</b>	<b>(1,195,688)</b>	<b>(3,192)</b>		

**Schedule 04 Governance**

Prog	COA	Description	Original			Var. \$	Var. %	Comment
			Budget	YTD Budget	YTD Actual			
<b>Members Of Council</b>								
<b>Operating Expense</b>								
04	04100	Members Travelling Expenses paid	1,000	0	0	0		
04	04101	Members Conference Expenses	15,000	13,500	13,330	(170)	(1)%	
04	04102	Council Election Expenses	2,500	0	0	0		
04	04103	President's Allowance paid	5,600	0	0	0		
04	04104	Members Refreshments & Receptions E:	17,500	4,374	5,047	673	15%	
04	04105	Members - Insurance	15,000	15,000	21,485	6,485	43%	Insurance Charges
04	04106	Members - Subscriptions	73,000	57,364	57,071	(293)	(1)%	
04	04107	Members - Donation & Gifts	3,000	1,000	1,096	96	10%	
04	04108	Members Telephone Subsidy Paid	1,200	300	400	100	33%	
04	04109	Members Sitting Fees Paid	23,400	0	0	0		
04	04110	Consultant Fees Expense	40,000	10,000	10,007	7	0%	
04	04111	Training Expenses of Members	3,000	2,300	2,360	60	3%	
04	04112	Maintenance - Council Chambers	3,200	464	409	(55)	(12)%	
04	04113	ABC Costs- Relating to Members	80,200	23,049	22,520	(529)	(2)%	
04	04114	Audit Fees expense	27,000	0	0	0		
04	04118	Advertising	3,000	750	1,048	298	40%	
04	04120	Public Relations/ Promotions	2,500	625	0	(625)	(100)%	
04	04199	Depreciation - Members of Council	50	16	0	(16)	(100)%	
			<b>316,150</b>	<b>128,742</b>	<b>134,773</b>	<b>6,031</b>		
<b>Operating Income</b>								
04	04121	Contributions, Reimbursements	(1,000)	0	0	0		
04	04122	Photocopying	(100)	0	0	0		
04	04124	Sale of Electoral Rolls	(50)	0	0	0		
			<b>(1,150)</b>	<b>0</b>	<b>0</b>	<b>0</b>		
		<b>TOTAL OPERATING EXPENDITURE</b>	<b>316,150</b>	<b>128,742</b>	<b>134,773</b>	<b>6,031</b>		
		<b>TOTAL OPERATING INCOME</b>	<b>(1,150)</b>	<b>0</b>	<b>0</b>	<b>0</b>		

**Schedule 05 Law, Order & Public Safety**

Prog	COA	Description	Original			Var. \$	Var. %	Comment
			Budget	YTD Budget	YTD Actual			
<b>Fire Prevention</b>								
<b>Operating Expense</b>								
05	05100	ABC Costs- Fire Prevention	24,000	7,000	6,946	(54)	(1)%	
05	05101	Bush Fire Control Maintenance Plant & f	10,000	333	306	(27)	(8)%	
05	05102	Bush Fire Control Maintenance Land & E	1,500	1,195	1,154	(41)	(3)%	
05	05103	Bush Fire Control	1,000	0	0	0		
05	05104	Bush Fire Control Insurance	16,500	16,500	18,902	2,402	15%	Insurance Charges
05	05112	Bush Fire Clothing, Training & Accs.	3,200	0	0	0		
05	05113	Utilities Communication & Power	7,000	932	928	(4)	(0)%	
05	05114	Other Goods & Services	1,000	166	0	(166)	(100)%	
05	05199	Depreciation - Fire Prevention	15,500	7,044	7,171	127	2%	
			<b>79,700</b>	<b>33,170</b>	<b>35,408</b>	<b>2,238</b>		
<b>Operating Income</b>								
05	05106	Bush Fire Reimbursements	0	0	0	0		
05	05107	FESA Operating Grant	(35,000)	(16,590)	(16,590)	0	0%	
05	05108	Edna May MOU Emergency Services	(13,500)	(6,750)	(6,818)	(68)	1%	
05	05111	FESA ESL Admin Fee	(4,000)	(4,000)	(4,400)	(400)	10%	
			<b>(52,500)</b>	<b>(27,340)</b>	<b>(27,808)</b>	<b>(468)</b>		
<b>Capital Expense</b>								
05	5110	Purchase Plant Fire Prevention	0	0	0	0		
			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Animal Control</b>								
<b>Operating Expense</b>								
05	05200	Expenses Relating to Animal Control	0	0	0	0		
05	05201	Animal Control - Ranger Expense	5,000	1,250	760	(490)	(39)%	
			<b>5,000</b>	<b>1,250</b>	<b>760</b>	<b>(490)</b>		
<b>Operating Income</b>								
05	05202	Fines and Penalties - Animal Control	(100)	0	0	0		
05	05203	Dog Registration Fees	(750)	(286)	(361)	(75)	26%	
05	05301	Income Relating to Other Law	(50)	0	0	0		
			<b>(900)</b>	<b>(286)</b>	<b>(361)</b>	<b>(75)</b>		
<b>TOTAL OPERATING EXPENDITURE</b>			<b>84,700</b>	<b>34,420</b>	<b>36,168</b>	<b>1,748</b>		
<b>TOTAL OPERATING INCOME</b>			<b>(53,400)</b>	<b>(27,626)</b>	<b>(28,169)</b>	<b>(543)</b>		
<b>TOTAL CAPITAL EXPENDITURE</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

**Schedule 07 Health**

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
<b>Health-HACC</b>								
<b>Operating Expense</b>								
07	07110	HCS -Salaries	50,000	11,664	11,250	(414)	(4)%	
07	07112	Expenses Relating to Health HCS	50,000	19,835	19,752	(84)	(0)%	
07	07114	HCS - ABC Costs	64,000	23,332	23,444	112	0%	
			<b>164,000</b>	<b>54,831</b>	<b>54,445</b>	<b>(386)</b>		
<b>Operating Income</b>								
07	07101	Service Fee	(150,000)	(48,000)	(47,516)	484	(1)%	
			<b>(150,000)</b>	<b>(48,000)</b>	<b>(47,516)</b>	<b>484</b>		
<b>Preventative Services - Administration &amp; Inspections</b>								
<b>Operating Expense</b>								
07	07400	ABC Costs- Preventative Services - Admi	16,000	4,332	4,584	252	6%	
07	07404	Analytical Expenses	400	360	360	0	0%	
07	07406	Contract - EHO Expense	8,000	2,298	2,305	7	0%	
			<b>24,400</b>	<b>6,990</b>	<b>7,249</b>	<b>259</b>		
<b>Operating Income</b>								
07	07401	Income Relating to Preventative Service	0	0	0	0		
07	07407	Reimbursement	(100)	(100)	(4,200)	(4,100)	4,100%	Medical Room Facility Hire
			<b>(100)</b>	<b>(100)</b>	<b>(4,200)</b>	<b>(4,100)</b>		
<b>Preventative Services - Pest Control</b>								
<b>Operating Expense</b>								
07	07500	Mosquito Control Preventative Services	2,500	625	0	(625)	(100)%	
			<b>2,500</b>	<b>625</b>	<b>0</b>	<b>(625)</b>		
<b>Preventative Services -Other</b>								
<b>Operating Expense</b>								
07	07600	Ambulance Services - Other	2,000	1,249	1,105	(144)	(12)%	
07	07601	Medical Rooms & Dr Expense - Other	9,000	5,000	5,356	356	7%	
08	08600	ABC Costs- Other Welfare	56,000	4,644	4,584	(60)	(1)%	
			<b>67,000</b>	<b>10,893</b>	<b>11,045</b>	<b>152</b>		
<b>Operating Income</b>								
07	7602	Reimbursement Rural Health West	(9,500)	(2,000)	(1,836)	164	(8)%	
			<b>(9,500)</b>	<b>(2,000)</b>	<b>(1,836)</b>	<b>164</b>		
<b>Other Health</b>								
<b>Operating Expense</b>								
07	07700	Nurse Practitioner Clinic	43,800	11,678	11,120	(558)	(5)%	
07	07799	Depreciation - Health	2,100	700	687	(13)	(2)%	
			<b>45,900</b>	<b>12,378</b>	<b>11,807</b>	<b>(571)</b>		
<b>Operating Income</b>								
07	07701	WAPHA /Other Funding	(45,000)	0	0	0		
07	07703	User Pay Fee Nurse Practitioner Services	(20,000)	(3,332)	(2,346)	986	(30)%	
			<b>(65,000)</b>	<b>(3,332)</b>	<b>(2,346)</b>	<b>986</b>		
<b>Capital Expense</b>								
07	07702	Purchase Buildings - Medical Centre Upg	25,000	0	0	0		
			<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Capital Income</b>								
07	07603	WAPHA - Medical Centre Upgrades Inco	(25,000)	(25,000)	(25,000)	0	0%	
			<b>(25,000)</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>0</b>		
		<b>TOTAL OPERATING EXPENDITURE</b>	<b>303,800</b>	<b>85,717</b>	<b>84,546</b>	<b>(1,171)</b>		
		<b>TOTAL OPERATING INCOME</b>	<b>(224,600)</b>	<b>(53,432)</b>	<b>(55,898)</b>	<b>(2,466)</b>		
		<b>TOTAL CAPITAL INCOME</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>0</b>		
		<b>TOTAL CAPITAL EXPENDITURE</b>	<b>25,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

**Schedule 08 Education & Welfare**

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
<b>Pre-Schools</b>								
<b>Operating Expense</b>								
08	08100	Expenses Relating to Schools	16,000	16,000	16,324	324	2%	
08	08101	Westonia Primary School	12,800	12,800	30,012	17,212	134%	Increase in Allocation for Cleaning Kerry Lyne French, New Purchase of Beds
08	08199	Depreciation - School	14,000	4,668	4,617	(51)	(1)%	
			<b>42,800</b>	<b>33,468</b>	<b>50,954</b>	<b>17,486</b>		
<b>Operating Income</b>								
08	08103	Income School Facility/Main Building	(26,000)	(11,664)	(11,818)	(154)	1%	
08	08105	Income Unit Accomodation	(104,000)	(47,551)	(47,551)	0	(0)%	
08	08107	LotteryWest /Menshed	(200,000)	0	0	0		
			<b>(330,000)</b>	<b>(59,215)</b>	<b>(59,369)</b>	<b>(154)</b>		
<b>Capital Expense</b>								
08	08104	Purchase Land & Buildings- Seniors civic	200,000	0	0	0		
			<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Other Education</b>								
<b>Capital Expense</b>								
08	08203	Purchase Furniture & Equipment	0	0	0	0		
			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Aged &amp; Disabled - Senior Citizens</b>								
<b>Operating Expense</b>								
08	08401	Seniors Activities	7,500	75	106	31	41%	
08	08402	Wheatbelt Agcare	500	500	500	0	0%	
			<b>8,000</b>	<b>575</b>	<b>606</b>	<b>31</b>		
<b>Operating Income</b>								
08	08403	Income Relating to Aged & Disabled - Se	(5,000)	(1,250)	0	1,250	(100)%	
			<b>(5,000)</b>	<b>(1,250)</b>	<b>0</b>	<b>1,250</b>		
		<b>TOTAL OPERATING EXPENDITURE</b>	<b>50,800</b>	<b>34,043</b>	<b>51,560</b>	<b>17,517</b>		
		<b>TOTAL OPERATING INCOME</b>	<b>(335,000)</b>	<b>(60,465)</b>	<b>(59,369)</b>	<b>1,096</b>		
		<b>TOTAL CAPITAL EXPENDITURE</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		

### Schedule 09 Housing

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
<b>Staff Housing</b>								
<b>Operating Expense</b>								
09	09100	Staff Housing - ABC Costs	24,000	7,000	6,996	(4)	(0)%	
09	09101	Maintenance 20 Diorite St -Rental	4,850	1,744	1,818	74	4%	
09	09102	Maintenance 11 Quartz St - Swimming P	7,800	1,343	1,260	(83)	(6)%	
09	09104	Maintenance 37 Diorite St - Rental	4,500	992	930	(62)	(6)%	
09	09105	Maintenance 7 Quartz St - Plant Operatc	6,500	1,128	1,146	18	2%	
09	09107	Staff House Costs Allocated to Works	0	0	1,566	1,566		
09	09108	Depreciation - Staff Housing	53,000	17,251	17,236	(15)	(0)%	
09	09109	Maintenance 13 Pyrite Street -Plant Ope	7,450	1,383	1,286	(97)	(7)%	
09	09201	Maintenance 4 Quartz St - Plant Operatc	8,300	1,524	1,300	(224)	(15)%	
09	09211	Maintenance 301 Pyrite Street - CEO	25,300	1,760	1,534	(226)	(13)%	
			<b>141,700</b>	<b>34,125</b>	<b>35,072</b>	<b>947</b>		
<b>Operating Income</b>								
09	09121	Income 20 Diorite St -Rental	(10,000)	(3,499)	(4,000)	(501)	14%	
09	09122	Income 11 Quartz St - Senior Finance	(2,100)	(700)	(720)	(20)	3%	
09	09124	Income 37 Diorite St - Rental	(4,400)	(1,464)	(1,360)	104	(7)%	
09	09125	Income 7 Quartz St - Plant Operator	(2,100)	(700)	(640)	60	(9)%	
09	09129	Reimbursements	0	0	0	0		
09	09130	Income 13 Pyrite Street -Plant Operator	(2,100)	(700)	(900)	(200)	29%	
09	09220	Income 4 Quartz St - Plant Operator	(2,100)	(700)	(800)	(100)	14%	
			<b>(22,800)</b>	<b>(7,763)</b>	<b>(8,420)</b>	<b>(657)</b>		
<b>Other Housing</b>								
<b>Operating Expense</b>								
09	09200	Other Housing - ABC Costs	24,000	7,900	6,996	(904)	(11)%	
09	09202	Maintenance 55 Wolfram St -Ramelius F	800	800	1,237	437	55%	
09	09203	Maintenance - Lifestyle	19,500	5,464	5,057	(407)	(7)%	
09	09206	Maintenance Quartz Street Age Units	12,150	3,016	2,765	(251)	(8)%	
09	09208	Maintenance - 17 Pyrite Street JV Units	13,350	3,816	3,734	(82)	(2)%	
09	09212	Rental Lifestyle Village - Westonia Progr	18,100	13,575	13,572	(3)	(0)%	
09	09236	Depreciation Other Housing	60,500	19,126	18,721	(405)	(2)%	
			<b>148,400</b>	<b>53,697</b>	<b>52,082</b>	<b>(1,615)</b>		
<b>Other Housing</b>								
<b>Operating Income</b>								
09	09221	Income 55 Wolfram St -Ramelius Resour	(20,000)	(10,289)	(9,539)	750	(7)%	
09	09222	Income - Lifestyle	(86,500)	(42,820)	(43,718)	(898)	2%	
09	09227	Income 17Pyrite St - JV Units	(9,200)	(3,360)	(3,590)	(230)	7%	
09	09231	Income - Ramelius Resources Lease Cam	(24,000)	(14,000)	(12,088)	1,912	(14)%	
09	09238	Income -Age Units Quartz Street	(17,600)	(10,800)	(10,880)	(80)	1%	
09	09298	Profit on Sale of Asset	0	0	0	0		
			<b>(157,300)</b>	<b>(81,269)</b>	<b>(79,815)</b>	<b>1,454</b>		
<b>Capital Expense</b>								
09	09127	Purchase - Staff Housing - Shed 4 Quart:	40,000	0	0	0		
09	09128	Purchase Land & Buildings - New Staff H	160,000	0	0	0		
			<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Capital Income</b>								
09	09237	Income -Sale of 42 Jasper St, Westonia -	0	0	0	0		
			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
		<b>TOTAL OPERATING EXPENDITURE</b>	<b>290,100</b>	<b>87,822</b>	<b>87,154</b>	<b>(668)</b>		
		<b>TOTAL OPERATING INCOME</b>	<b>(180,100)</b>	<b>(89,032)</b>	<b>(85,675)</b>	<b>3,357</b>		
		<b>TOTAL CAPITAL INCOME</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
		<b>TOTAL CAPITAL EXPENDITURE</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		



**Schedule 10 Community Amenities**

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
<b>Sanitation - Household Refuse</b>								
<b>Operating Expense</b>								
10	10100	ABC Costs- Household Refuse	24,000	6,000	6,876	876	15%	
10	10103	Domestic Refuse Collection	13,000	3,249	3,686	437	13%	
10	10105	Refuse Collection Public Bins	10,000	3,832	3,761	(71)	(2)%	
10	10106	Refuse Maintenance	26,469	2,999	2,940	(59)	(2)%	
10	10107	Waste Oil Recycling	500	0	0	0		
10	10108	Containers for Change Recycling Bins	5,500	5,500	7,182	1,682	31%	
			<b>79,469</b>	<b>21,580</b>	<b>24,445</b>	<b>2,865</b>		
<b>Operating Income</b>								
10	10120	Income Relating to Sanitation - Househc	(14,000)	(14,000)	(13,052)	948	(7)%	
10	10122	Drum-Muster	0	0	0	0		
			<b>(14,000)</b>	<b>(14,000)</b>	<b>(13,052)</b>	<b>948</b>		
<b>Other Community Amenities</b>								
<b>Operating Expense</b>								
10	10704	Maintenance - Public Conveniences	9,000	2,996	2,624	(372)	(12)%	
10	10706	Maintenance - Grave Digging	11,000	3,291	3,407	116	4%	
10	10799	Depreciation - Community Services	19,400	6,464	6,504	40	1%	
			<b>39,400</b>	<b>12,751</b>	<b>12,535</b>	<b>(216)</b>		
<b>Operating Income</b>								
10	10701	Income Relating to Other Community Ar	0	0	0	0		
10	10708	Cemetery Fees	(1,000)	(1,000)	(1,679)	(679)	68%	
			<b>(1,000)</b>	<b>(1,000)</b>	<b>(1,679)</b>	<b>(679)</b>		
<b>Capital Expenditure</b>								
10	10702	Purchase Land & Buildings - Niche Wall (	15,000	0	0	0		
			<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		
		<b>TOTAL OPERATING EXPENDITURE</b>	<b>118,869</b>	<b>34,331</b>	<b>36,980</b>	<b>2,649</b>		
		<b>TOTAL OPERATING INCOME</b>	<b>(1,000)</b>	<b>(1,000)</b>	<b>(1,679)</b>	<b>(679)</b>		
		<b>TOTAL CAPITAL EXPENDITURE</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		

**Schedule 11 Recreation & Culture**

Prog	COA	Description	Original			Var. \$	Var. %	Comment
			Budget	YTD Budget	YTD Actual			
<b>Public Halls &amp; Civic Centres</b>								
<b>Operating Expense</b>								
11	11100	ABC Costs- Public Halls & Civic Centres	80,200	23,049	22,720	(329)	(1)%	
11	11104	Maintenance - Public Halls	19,750	6,572	5,931	(641)	(10)%	
11	11105	Maintenance - Complex/ Gym	38,000	12,660	11,326	(1,334)	(11)%	
11	11106	Maintenance - Wanderers Stadium	22,700	11,556	12,050	494	4%	
11	11107	MOU Westonia Progress Payment	30,000	30,000	39,465	9,465	32%	Missed Payment to Progress MOU Q2 21/22
11	11199	Depreciation - Public Halls	67,500	22,500	22,784	284	1%	
			<b>258,150</b>	<b>106,337</b>	<b>114,276</b>	<b>7,939</b>		
<b>Operating Income</b>								
11	11110	Income Relating to Public Halls & Civic C	(200)	(100)	(100)	0	0%	
11	11111	Income Edna May MOU 33%	(17,500)	(12,375)	(12,366)	9	(0)%	
11	11112	Income Charges Stadium	(700)	0	0	0		
11	11114	Income Edna May MOU WPA 67%	(30,000)	(25,100)	(25,100)	(0)	0%	
			<b>(48,400)</b>	<b>(37,575)</b>	<b>(37,566)</b>	<b>9</b>		
<b>Capital Expense</b>								
11	11102	Purchase Land & Buildings - Sun Deck	40,000	0	0	0		
11	11103	Purchase Furniture & Equipment -Gener	12,500	0	0	0		
			<b>52,500</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Swimming Pool</b>								
<b>Operating Expense</b>								
11	11207	Maintenance Westonia Swimming Pool	31,000	20,403	23,253	2,850	14%	
11	11208	Chlorine Expenses	2,000	2,000	2,109	109	5%	
11	11209	Management Contract Charges	75,000	0	0	0		
11	11210	Water Charges	7,000	0	0	0		
11	11299	Depreciaton - Swimming Pool	44,700	2,325	2,360	35	1%	
			<b>159,700</b>	<b>24,728</b>	<b>27,721</b>	<b>2,993</b>		
<b>Capital Expense</b>								
11	11204	Purchase Land & Buildings -Kiosk/Abluti	1,350,000	3,000	3,000	0	0%	
11	11205	Purchase Furniture & Equipment - Swim	0	0	0	0		
			<b>1,350,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>		
<b>Other Recreation &amp; Sport</b>								
<b>Operating Expense</b>								
11	11307	Maintenance - Playground, Tennis & Bo	289,559	64,496	62,075	(2,421)	(4)%	
11	11308	Maintenance - Recreation Oval	21,809	6,955	5,939	(1,016)	(15)%	
11	11399	Depreciation - Other Rec & Sport	35,800	26,100	26,868	768	3%	
			<b>347,168</b>	<b>97,551</b>	<b>94,882</b>	<b>(2,669)</b>		
<b>Operating Income</b>								
11	11302	Marquee Hire Charges	(100)	(100)	(100)	0	0%	
			<b>(100)</b>	<b>(100)</b>	<b>(100)</b>	<b>0</b>		
<b>Capital Income</b>								
11	11301	DFES Grant	(12,500)	0	0	0		
11	11310	Bowling Green Redevelopment - LRCIP T	(722,000)	(492,000)	(492,589)	(589)	0%	
11	11211	LRCIP - Round 3	(361,000)	(311,000)	(310,690)	310	(0)%	
			<b>(1,095,500)</b>	<b>(803,000)</b>	<b>(803,279)</b>	<b>(279)</b>		
<b>Capital Expense</b>								
11	11303	Purchase Land & Buildings - Bowling Gre	0	0	0	0		
11	11304	Purchase Furniture & Equipment - Other	0	0	0	0		
11	11309	Bowling Green Redevelopment - CAPITA	180,000	180,000	180,717	717	0%	
			<b>180,000</b>	<b>180,000</b>	<b>180,717</b>	<b>717</b>		
<b>Television and Rebroadcasting</b>								
<b>Operating Expense</b>								
11	11401	Maintenance - Television and Rebroadc	1,000	750	774	24	3%	
11	11499	Depreciation - TV & Radio	5,500	1,832	1,832	0	0%	
			<b>6,500</b>	<b>2,582</b>	<b>2,607</b>	<b>25</b>		
<b>Capital Expense</b>								
11	11404	Purchase Furniture & Equipment - Telev	0	0	0	0		
			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

**Schedule 11 Recreation & Culture**

Prog	COA	Description	Original			Var. \$	Var. %	Comment
			Budget	YTD Budget	YTD Actual			
<b>Other Recreation &amp; Sport</b>								
<b>Operating Expense</b>								
11	11504	Library Salaries	19,500	6,496	6,431	(65)	(1)%	
11	11505	Library Expenses	3,500	1,655	1,749	94	6%	
			<b>23,000</b>	<b>8,151</b>	<b>8,180</b>	<b>29</b>		
<b>Operating Income</b>								
11	11501	Income Relating to Libraries	0	0	0	0		
11	11502	Fines & Penalties Charged	0	0	0	0		
			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Capital Expense</b>								
11	11503	Purchase Furniture & Equipment - Librai	0	0	0	0		
			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Other Culture</b>								
<b>Operating Expense</b>								
11	11605	Nature Reserve Management	20,000	666	694	28	4%	
11	11606	Maintenance Walgoolan Gazebo	600	155	136	(19)	(12)%	
			<b>20,600</b>	<b>821</b>	<b>831</b>	<b>10</b>		
<b>Operating Income</b>								
11	11602	Income Charges History Books	(200)	(100)	(100)	0	0%	
11	11604	Ramelius Common Management - Incor	0	0	0	0		
			<b>(200)</b>	<b>(100)</b>	<b>(100)</b>	<b>0</b>		
<b>Capital Expense</b>								
11	11603	Purchase Furniture & Equipment - PlayG	5,000	1,000	1,000	0	0.0%	
			<b>5,000</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>		
		<b>TOTAL OPERATING EXPENDITURE</b>	<b>815,118</b>	<b>240,170</b>	<b>248,496</b>	<b>8,326</b>		
		<b>TOTAL OPERATING INCOME</b>	<b>(48,600)</b>	<b>(37,675)</b>	<b>(37,666)</b>	<b>9</b>		
		<b>TOTAL CAPITAL INCOME</b>	<b>(1,095,500)</b>	<b>(803,000)</b>	<b>(803,279)</b>	<b>(279)</b>		
		<b>TOTAL CAPITAL EXPENDITURE</b>	<b>1,587,500</b>	<b>184,000</b>	<b>184,717</b>	<b>717</b>		

**Schedule 12 Transport**

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
<b>Streets Roads Bridges &amp; Depot Construction</b>								
<b>Capital Expense</b>								
12	12101	Roads Construction Council	1,129,500	282,375	91,530	(190,845)	(68)%	Timing - Capital Works Program starting
12	12103	MRWA Project Construction	609,500	152,375	2,865	(149,510)	(98)%	Timing - Capital Works Program starting
12	12104	Roads to Recovery Construction	325,000	81,250	64,451	(16,799)	(21)%	Timing - Capital Works Program starting
12	12108	Footpath Construction	50,000	12,500	2,613	(9,887)	(79)%	Timing - Capital Works Program starting
			<b>2,114,000</b>	<b>528,500</b>	<b>161,459</b>	<b>(367,041)</b>		
<b>Streets Roads Bridges &amp; Depot Maintenance</b>								
<b>Operating Expense</b>								
12	12202	Power - Street Lighting	8,500	1,924	1,786	(138)	(7)%	
12	12203	Maintenance - GRM	590,129	285,703	280,768	(4,935)	(2)%	
12	12204	Maintenance - Depot	19,500	16,164	16,470	306	2%	
12	12205	Maintenance - Footpaths	500	0	0	0		
12	12206	Traffic Signs Maintenance	17,000	9,404	9,404	(0)	(0)%	
12	12208	Townsite Beautification	35,000	35,000	50,664	15,664	45%	Townsite Works
12	12219	RRG Expenses	0	0	8,855	8,855		Rental Pocket RAMM Software Annual Support & MTech 23/24
12	12299	Depreciation - Street, Roads, Bridges	1,017,200	349,732	353,863	4,131	1%	
			<b>1,687,829</b>	<b>697,927</b>	<b>721,809</b>	<b>23,882</b>		
<b>Operating Income</b>								
12	12211	Grant - MRWA Project	0	0	0	0		
12	12212	Grant - MRWA Direct	(155,000)	(155,000)	(158,490)	(3,490)	2%	
12	12213	Grant - MRWA Specific	(406,500)	(155,500)	(155,460)	40	(0)%	
12	12216	Grant - Roads to Recovery	(325,000)	(65,000)	(67,658)	(2,658)	4%	
			<b>(886,500)</b>	<b>(375,500)</b>	<b>(381,608)</b>	<b>(6,108)</b>		
<b>Capital Expense</b>								
12	12218	Electric Car Charging Station - CAPITAL	50,000	0	499	499		
12	12220	L&B Depot Shed	15,000	0	0	0		
			<b>65,000</b>	<b>0</b>	<b>499</b>	<b>499</b>		
<b>Road Plant Purchase</b>								
<b>Operating Expense</b>								
12	12359	Loss on Sale of Asset	362,000	0	0	0		
			<b>362,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Operating Income</b>								
12	12398	Profit on Sale of Asset	0	0	0	0		
			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Road Plant Purchase</b>								
<b>Capital Expense</b>								
12	12308	Prime Movers - CAPITAL	452,000	0	0	0		
12	14213	Construction Supervisor Vehicle - CAPITAL	60,000	0	0	0		
12	12305	Side Tipper & Dolly - CAPITAL	0	0	0	0		
			<b>512,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Aerodromes</b>								
<b>Operating Expense</b>								
12	12604	Airport Maintenance	5,300	2,096	1,975	(121)	(6)%	
			<b>5,300</b>	<b>2,096</b>	<b>1,975</b>	<b>(121)</b>		
<b>Operating Income</b>								
12	12601	Income Relating to Aerodromes	(100)	0	0	0		
			<b>(100)</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Capital Expense</b>								
12	12605	Airport Land - CAPITAL	0	0	0	0		
			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
		<b>TOTAL OPERATING EXPENDITURE</b>	<b>2,055,129</b>	<b>700,023</b>	<b>723,784</b>	<b>23,761</b>		
		<b>TOTAL OPERATING INCOME</b>	<b>(886,600)</b>	<b>(375,500)</b>	<b>(381,608)</b>	<b>(6,108)</b>		
		<b>TOTAL CAPITAL EXPENDITURE</b>	<b>2,691,000</b>	<b>528,500</b>	<b>161,958</b>	<b>(366,542)</b>		

### Schedule 13 Economic Services

Prog	COA	Description	Original			Var. \$	Var. %	Comment
			Budget	YTD Budget	YTD Actual			
<b>Rural Services</b>								
<b>Operating Expense</b>								
13	13100	ABC Costs- Rural Services	0	0	1,896	1,896		
13	13119	Project TBA	0	0	0	0		
13	13123	NRM Contract	5,000	1,248	1,088	(161)	(13)%	
13	13125	Noxious Weed Control	2,000	0	0	0		
13	13126	Wild Dog Contribution	0	0	0	0		
			<b>7,000</b>	<b>1,248</b>	<b>2,983</b>	<b>1,735</b>		
<b>Operating Income</b>								
13	13105	Govt. Grant Funding	0	0	0	0		
			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Tourism &amp; Area Promotion</b>								
<b>Operating Expense</b>								
13	13200	Admin Allocations Tourism & Area Prom	48,000	14,000	13,792	(208)	(1)%	
13	13210	Area Promotion	8,000	100	100	0	0%	
13	13211	SUBS- CW Visitor Centre	4,500	0	0	0		
13	13212	SUBS- Newtravel	6,400	0	0	0		
13	13213	Maintenance Caravan Park	60,250	35,748	39,293	3,545	10%	
13	13214	Information Bay- Carrabin	11,050	278	434	156	56%	
13	13215	Old Club Hotel Museum -Maintenance	26,100	11,692	10,902	(790)	(7)%	
13	13299	Depreciation - Tourism & Area Promotic	33,000	11,500	12,993	1,493	13%	
			<b>197,300</b>	<b>73,318</b>	<b>77,514</b>	<b>4,196</b>		
<b>Operating Income</b>								
13	13201	Income Relating to Tourism & Area Pron	0	0	0	0		
13	13202	Caravan Site Charges	(45,000)	(21,000)	(23,029)	(2,029)	10%	
13	13203	Tent Site Charges	(300)	(300)	(382)	(82)	27%	
13	13204	Souvenir Sales	(200)	(200)	(250)	(50)	25%	
13	13221	Income - Old Club Hotel Museum Entry	0	0	(4,016)	(4,016)		
			<b>(45,500)</b>	<b>(21,500)</b>	<b>(27,677)</b>	<b>(6,177)</b>		
<b>Capital Expense</b>								
13	13217	Caravan Park - CAPITAL	0	0	0	0		
			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Building Control</b>								
<b>Operating Expense</b>								
13	13301	Contract EH Services	9,000	875	875	0	0%	
			<b>9,000</b>	<b>875</b>	<b>875</b>	<b>0</b>		
<b>Operating Income</b>								
13	13303	Building Permit Charges	(2,000)	0	1,604	1,604		
13	13304	Demolition Charges	(100)	0	0	0		
13	13305	Commission BRB	(200)	0	0	0		
13	13307	Planning Fee	0	0	0	0		
			<b>(2,300)</b>	<b>0</b>	<b>1,604</b>	<b>1,604</b>		
<b>Community Development (CRC)</b>								
<b>Operating Expense</b>								
13	13400	ABC Costs - Community Development	64,000	19,332	18,656	(676)	(3)%	
13	13401	Programs / Activities	20,000	2,000	1,327	(673)	(34)%	
13	13402	Workers Compensation Premiums	10,000	0	0	0		
13	13403	Superannuation	17,000	4,664	4,036	(628)	(13)%	
13	13404	Salaries	95,000	40,580	40,460	(120)	(0)%	
13	13405	Community Events	40,000	40,000	44,576	4,576	11%	
13	13406	Grant Generated Expenditure	0	0	0	0		
13	13610	Building Maintenance	23,500	7,820	8,569	749	10%	
			<b>269,500</b>	<b>114,396</b>	<b>117,624</b>	<b>3,228</b>		
<b>Operating Income</b>								
13	13410	Grant Funding Opportunities	(40,000)	(12,332)	(13,182)	(850)	7%	
13	13412	Income Relating to Westonia CRC Opera	0	0	2,751	2,751		
13	13413	Events Income	0	0	(41,164)	(41,164)		Material Variance - Event income not Budgeted for
13	13411	DPIRD Grants Funding (CRC)	(107,200)	(53,600)	(52,524)	1,076	(2)%	
			<b>(147,200)</b>	<b>(65,932)</b>	<b>(104,119)</b>	<b>(38,187)</b>		
<b>Plant Nursery</b>								
<b>Operating Expense</b>								
13	13502	Nursery Operating Costs	1,800	100	161	61	61%	
			<b>1,800</b>	<b>100</b>	<b>161</b>	<b>61</b>		
<b>Operating Income</b>								
13	13505	Tree Planter Hire	0	0	0	0		
			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

**Schedule 13 Economic Services**

Prog	COA	Description	Original			Var. \$	Var. %	Comment
			Budget	YTD Budget	YTD Actual			
<b>Other Economic Services</b>								
<b>Operating Expense</b>								
13	13600	ABC Costs to Other Economic Services	8,000	6,500	6,585	85	1%	
13	13611	Water Supply Standpipes	404,500	129,124	129,068	(56)	(0)%	
13	13613	Ramelius Resource Lease - Industrial She	0	0	0	0		
13	13614	St Lukes Church	0	0	52	52		
13	13615	CO-OP Bus -Expense	150,000	0	0	0		
13	13699	Depreciation- Other Economic Services	70,500	23,500	23,810	310	1%	
			<b>633,000</b>	<b>159,124</b>	<b>159,515</b>	<b>391</b>		
<b>Other Economic Services</b>								
<b>Operating Income</b>								
13	13602	Community Bus Hire Charges	(1,000)	(1,000)	(2,262)	(1,262)	126%	Bus Hire Charges
13	13603	Ramelius Resource Lease - Industrial She	(19,500)	(10,775)	(10,062)	713	(7)%	
13	13604	Police Licensing Commissions	(5,000)	(5,000)	(5,446)	(446)	9%	
13	13609	Standpipe Water Charges - per kL	(380,000)	(63,664)	(62,960)	704	(1)%	
13	13618	Reimbursements General	(200)	(20)	(18)	2	(9)%	
			<b>(405,700)</b>	<b>(80,459)</b>	<b>(80,748)</b>	<b>(289)</b>		
<b>Capital Expense</b>								
13	13606	Land & Buildings - Wolfram Street Shed	0	0	103	103		
			<b>0</b>	<b>0</b>	<b>103</b>	<b>103</b>		
<b>TOTAL OPERATING EXPENDITURE</b>			<b>1,117,600</b>	<b>349,061</b>	<b>358,672</b>	<b>9,611</b>		
<b>TOTAL OPERATING INCOME</b>			<b>(600,700)</b>	<b>(167,891)</b>	<b>(210,940)</b>	<b>(43,049)</b>		
<b>TOTAL CAPITAL EXPENDITURE</b>			<b>0</b>	<b>0</b>	<b>103</b>	<b>103</b>		

### Schedule 14 Other Property & Services

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
<b>Private Works</b>								
<b>Operating Expense</b>								
14	14102	Private Works	25,000	11,660	12,056	396	3%	
			<b>25,000</b>	<b>11,660</b>	<b>12,056</b>	<b>396</b>		
<b>Operating Income</b>								
14	14100	Private Works Income	(25,000)	(25,000)	(26,905)	(1,905)	8%	
			<b>(25,000)</b>	<b>(25,000)</b>	<b>(26,905)</b>	<b>(1,905)</b>		
<b>Public Works Overheads</b>								
<b>Operating Expense</b>								
14	14200	Administration Allocations to PWOH	266,300	77,364	76,966	(398)	(1)%	
14	14202	Sick Leave Expense	19,000	19,000	18,365	(636)	(3)%	
14	14203	Annual & Long Service Leave Expense	100,000	22,332	16,735	(5,597)	(25)%	
14	14204	Protective Clothing - Outside Staff	5,000	5,000	5,747	747	15%	
14	14205	Conference Expenses- Engineering	2,000	2,000	3,647	1,647	82%	
14	14206	Medical Examination Costs	0	0	0	0		
14	14207	Public Works Overheads Allocated to W	(597,200)	(272,120)	(272,861)	(741)	0%	
14	14208	OSH Expenses	4,500	100	463	363	363%	
14	14211	Unallocated Wages	0	0	0	0		
14	14214	Eng. & Technical Support	10,000	0	0	0		
14	14215	Staff Training	8,000	8,000	22,102	14,102	176%	St John Training All Outside Staff & Lifesaving Training Scott Huggett
14	14216	Insurance on Works	17,000	14,317	15,106	789	6%	
14	14217	Supervision Costs	20,000	6,664	7,100	436	7%	
14	14218	Service Pay	6,400	1,832	1,890	58	3%	
14	14219	Superannuation Cost	100,000	35,332	36,159	827	2%	
14	14220	Allowances & Other Costs	30,000	13,000	13,632	632	5%	
14	14221	Fringe Benefits Tax - Works	8,000	1,200	1,159	(41)	(3)%	
			<b>(1,000)</b>	<b>(65,979)</b>	<b>(53,792)</b>	<b>12,187</b>		
<b>Operating Income</b>								
14	14201	Income Relating to Public Works Overhe	(7,000)	(2,332)	(2,756)	(424)	18%	
			<b>(7,000)</b>	<b>(2,332)</b>	<b>(2,756)</b>	<b>(424)</b>		
<b>Plant Operation Costs</b>								
<b>Operating Expense</b>								
14	14302	Insurance - Plant	17,000	12,500	12,510	10	0%	
14	14303	Fuel & Oils	200,000	62,664	62,068	(596)	(1)%	
14	14304	Tyres and Tubes	20,000	3,264	2,543	(722)	(22)%	
14	14305	Parts & Repairs	125,000	20,664	20,047	(617)	(3)%	
14	14306	Internal Repair Wages	29,734	8,608	9,059	451	5%	
14	14307	Licences - Plant	8,000	6,930	6,930	(0)	(0)%	
14	14308	Depreciation - Plant	356,500	53,832	52,870	(962)	(2)%	
14	14309	Plant Operation Costs Allocated to Work	(801,234)	(154,584)	(153,729)	855	(1)%	
14	14310	Blades & Tynes	15,000	0	0	0		
14	14311	Consumable Items	20,000	4,998	3,924	(1,074)	(21)%	
14	14312	Expendable Tools	10,000	1,000	967	(33)	(3)%	
			<b>0</b>	<b>19,876</b>	<b>17,187</b>	<b>(2,689)</b>		
<b>Stock Fuels &amp; Oils</b>								
<b>Operating Expense</b>								
14	14402	Purchase of Stock Materials	0	0	(3,959)	(3,959)		
			<b>0</b>	<b>0</b>	<b>(3,959)</b>	<b>(3,959)</b>		
<b>Operating Income</b>								
14	14404	Diesel Fuel Rebate	(30,000)	(13,000)	(12,731)	269	(2)%	
14	14405	Sale of Stock	(500)	0	0	0		
14	14406	Sale of Fuel and Scrap	(2,000)	0	651	651		
			<b>(32,500)</b>	<b>(13,000)</b>	<b>(12,080)</b>	<b>920</b>		
<b>Administration</b>								
<b>Operating Expense</b>								
14	14500	Expenses relating to Administration	522,000	129,869	129,674	(195)	(0)%	
14	14501	Administration Office Maintenance	64,200	21,392	22,823	1,431	7%	
14	14502	Workers Compensation Premiums- Adm	28,000	26,000	26,758	758	3%	
14	14503	Office Equipment Maintenance - Admin	8,500	2,124	1,731	(393)	(18)%	
14	14504	Telecommunications - Admin	0	0	290	290		
14	14505	Travel & Accommodation - Admin	2,000	0	0	0		

**Schedule 14 Other Property & Services**

Prog	COA	Description	Original			Var. \$	Var. %	Comment
			Budget	YTD Budget	YTD Actual			
<b>Administration</b>								
<b>Operating Expense - Continued</b>								
14	14506	Legal Expenses Administration	5,000	0	0	0		
14	14507	Training Expenses - Admin	7,500	3,025	3,059	34	1%	
14	14508	Printing & Stationery - Admin	6,000	2,300	2,609	309	13%	
14	14509	Fringe Benefits Tax - Admin	17,000	4,250	4,637	387	9%	
14	14510	Conference Expenses - Admin	6,000	0	0	0		
14	14511	Staff Uniform - Admin	3,000	750	792	42	6%	
14	14515	Administration Costs Allocated to Progr	(745,700)	(227,572)	(229,198)	(1,626)	1%	
14	14517	Postage & Freight	1,500	450	220	(230)	(51)%	
14	14521	IT/Accounting Programs	35,000	27,300	28,351	1,051	4%	
14	14522	Advertising	3,000	0	0	0		
14	14559	Admin Loss on Sale	0	0	0	0		
14	14599	Depreciation - Admin	37,000	12,332	12,253	(79)	(1)%	
			<b>0</b>	<b>2,220</b>	<b>4,000</b>	<b>1,780</b>		
<b>Operating Income</b>								
14	14525	Admin - Reimbursement	(1,000)	(1,000)	(7,080)	(6,080)	608%	DEWR Traineeship Assistance
14	14512	Admin Re-Allocations	0	0	(4,000)	(4,000)		
14	14598	Profit on Sale of Asset - Admin	0	0	0	0		
			<b>(1,000)</b>	<b>(1,000)</b>	<b>(11,080)</b>	<b>(10,080)</b>		
<b>Capital Expense</b>								
14	14514	Purchase Furniture & Equipment Admin	20,000	5,000	7,410	2,410	48%	
14	14520	CEO Vehicle - CAPITAL	100,000	0	0	0		
14	14523	Administration Vehicle - CAPITAL	75,000	0	0	0		
			<b>195,000</b>	<b>5,000</b>	<b>7,410</b>	<b>2,410</b>		
<b>Operating Expense</b>								
14	14602	Gross Salaries & Wages	1,500,000	480,003	457,266	(22,737)	(5)%	
14	14603	Less Sal & Wages Alloc to Works	(1,500,000)	(480,004)	(457,266)	22,738	(5)%	
			<b>0</b>	<b>(1)</b>	<b>0</b>	<b>1</b>		
<b>Unclassified</b>								
<b>Operating Income</b>								
14	14701	Income Relating to Unclassified	(15,000)	0	(660)	(660)		
14	14705	Ramelius Resources Haulage Operation	(410,000)	(96,664)	(85,973)	10,691	(11)%	
			<b>(425,000)</b>	<b>(96,664)</b>	<b>(86,633)</b>	<b>7,304</b>		
<b>Unclassified</b>								
<b>Capital Expense</b>								
14	14704	Land Development	50,000	17,800	17,787	(13)	(0)%	
			<b>50,000</b>	<b>17,800</b>	<b>17,787</b>	<b>(13)</b>		
<b>Capital Income</b>								
14	14799	Proceeds on Sale of Assets	0	0	0	0		
			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
		<b>TOTAL OPERATING EXPENDITURE</b>	<b>24,000</b>	<b>(32,224)</b>	<b>(24,509)</b>	<b>7,715</b>		
		<b>TOTAL OPERATING INCOME</b>	<b>(490,500)</b>	<b>(137,996)</b>	<b>(139,454)</b>	<b>(4,186)</b>		
		<b>TOTAL CAPITAL EXPENDITURE</b>	<b>245,000</b>	<b>22,800</b>	<b>25,197</b>	<b>2,397</b>		
		<b>TOTAL CAPITAL INCOME</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		



**SHIRE OF WESTONIA**  
**SUPPLEMENTARY INFORMATION**

**TABLE OF CONTENTS**

1	Council Fin Pos Cat Data	1
2	Key Information	32
3	Key Information - Graphical	33
4	Cash and Financial Assets	34
5	Reserve Accounts	35
6	Capital Acquisitions	36
7	Disposal of Assets	38
8	Other Current Assets	39
9	Payables	40
10	Rate Revenue	41
11	Other Current Liabilities	42
12	Grants and contributions	43
13	Capital grants and contributions	44
14	Trust Fund	45

SHIRE OF WESTONIA  
 SUPPLEMENTARY INFORMATION  
 FOR THE PERIOD ENDED 31 OCTOBER 2023

3 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	0	870	0		NIL	On Hand
MUNICIPAL BANK ACCOUNT	Cash and cash equivalents	2,589,372	0	2,589,372	0	BankWest	Variable	Cheque Acc.
RESERVE FUND	Cash and cash equivalents	0	4,397,554	4,397,554	0	BankWest	Variable	Term Deposit
TRUST FUND CASH AT BANK	Cash and cash equivalents	0	0	0	40,783	BankWest	Variable	Cheque Acc.
<b>Total</b>		<b>2,590,242</b>	<b>4,397,554</b>	<b>6,987,796</b>	<b>40,783</b>			
<b>Comprising</b>								
Cash and cash equivalents		2,590,242	4,397,554	6,987,796	40,783			
		<b>2,590,242</b>	<b>4,397,554</b>	<b>6,987,796</b>	<b>40,783</b>			

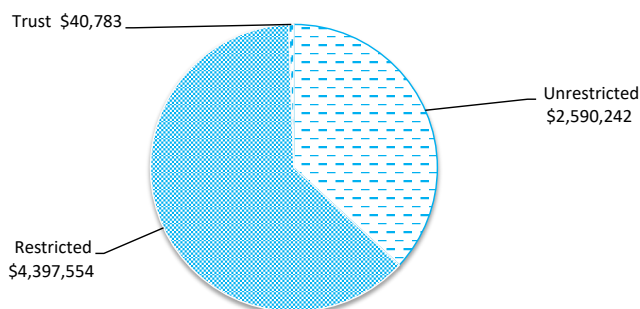
KEY INFORMATION

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 a



Corporate MasterCard	Transaction Summary	Total Amount \$	Institution	Interest Rate	Period End Date
<b>Card # **** *693</b>					
Price, Arthur W			Bankwest	17.99%	31-Oct-23
	1038283 - Microsoft 365 Business Std Recurring - September 2023	299.45			
	1049449 Managed Endpoint & Subscriptions Recurring	264.99			
	Active8me internet service	434.15			
	1047021 Microsoft 365 Business Basic Recurring Monthly	100.09			
	1038203 Office 365 Exchange online Plan Monthly Recurring August 2023	39.04			
	Palace Chinese- Retire Council Dinner	900.00			
	1049451 Cloud Anti Spam Recurring September 2023	50.00			
	Adobe Systems	1671.96			
	Diesel Fuel Purchase OWT	151.82			
	Council Chamber Refreshments	305.00			
	Opening of The New Stadium/Bowling Club	511.00			
	Council Chamber Refreshments	70.00			
		<b>4797.50</b>			
<b>Card # **** *035</b>					
Geier, Jasmine L			Bankwest	17.99%	31-Oct-23
	Flowers for Stacey Geier Thank You W2W Walk	60.00			
	Invarion RapidPlan Single Machine Renewal Sept 23 to Sept 24	448.05			
	Main Roads Class 1 RAV Oversize Period Permit	50.00			
	Pagoda - Chantelle Rates Training Accommodation	558.55			
	Aust Post - Rate Incentive Prizes	461.90			
		<b>1578.50</b>			
		<b>6376.00</b>			

**SHIRE OF WESTONIA**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2023**

**4 RESERVE ACCOUNTS**

Reserve name	Budget	Budget	Budget	Budget	Budget	Actual	Actual	Actual	Actual	Actual YTD
	Opening	Interest	Transfer	Transfers	Closing	Opening	Interest	Transfers	Transfer	Closing
	Balance	Earned	s In (+)	Out (-)	Balance	Balance	Earned	In (+)	s Out (-)	Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by Council</b>										
Reserve -Long Service Leave	112,168	4,000	0		116,168	112,168	0	0	0	112,168
Reserve -Plant	1,030,587	40,000	0	(110,000)	960,587	1,030,587	0	0	0	1,030,587
Reserve -Building	1,524,667	15,000	0	(600,000)	939,667	1,524,667	0	0	0	1,524,667
Reserve -Communication/Inform	70,765	2,500	0		73,265	70,765	0	0	0	70,765
Reserve -Community Developme	591,711	23,000	0	(150,000)	464,711	591,711	0	0	0	591,711
Reserve -Waste Management	125,468	5,000	0		130,468	125,468	0	0	0	125,468
Reserve -Swimming Pool Redev	464,606	6,000	0	(400,000)	70,606	464,606	0	0	0	464,606
Reserve -Roadworks	477,583	15,000	0		492,583	477,583	0	0	0	477,583
	<b>4,397,555</b>	<b>110,500</b>	<b>0</b>	<b>(1,260,000)</b>	<b>3,248,055</b>	<b>4,397,555</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,397,555</b>

5 CAPITAL ACQUISITIONS

	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
<b>Capital acquisitions</b>				
Buildings - specialised	2,075,000	183,000	184,216	1,216
Furniture and equipment	37,500	6,000	20,560	14,560
Plant and equipment	687,000	0	0	0
<b>Acquisition of property, plant and equipment</b>	<b>2,799,500</b>	<b>189,000</b>	<b>204,776</b>	<b>15,776</b>
Infrastructure - roads	1,994,000	664,656	158,846	(505,810)
Infrastructure-footpaths	120,000	40,000	2,613	(37,387)
<b>Acquisition of infrastructure</b>	<b>2,114,000</b>	<b>704,656</b>	<b>161,459</b>	<b>(511,645)</b>
<b>Total capital acquisitions</b>	<b>4,913,500</b>	<b>893,656</b>	<b>366,235</b>	<b>(495,869)</b>
<b>Capital Acquisitions Funded By:</b>				
Capital grants and contributions	931,500	220,500	223,118	2,618
Reserve accounts				
Reserve -Plant	110,000	0	0	0
Reserve -Building	600,000	0	0	0
Reserve -Community Development	150,000	0	0	0
Reserve -Swimming Pool Redevelopment	400,000	0	0	0
Contribution - operations	2,722,000	673,156	589,353	(83,803)
<b>Capital funding total</b>	<b>4,913,500</b>	<b>893,656</b>	<b>812,471</b>	<b>(81,185)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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

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.

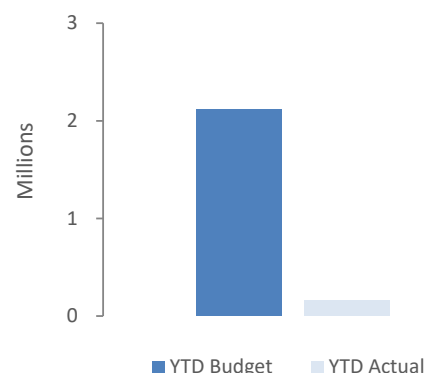
**Initial recognition and measurement for assets held at cost**

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 recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

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

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.

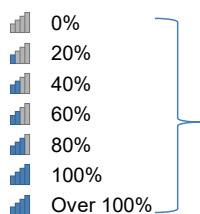
Payments for Capital Acquisitions



5 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total

Level of completion indicators



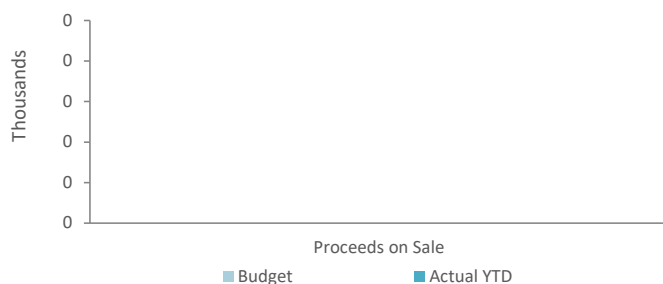
Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

		Adopted			Variance
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over
		\$	\$	\$	\$
<b>Building</b>					
07702	Purchase Buildings - Medical Centre Upgrades	25,000	0	0	0
08104	Purchase Land & Buildings- Seniors civic Centre	200,000	0	0	0
09127	Purchase - Staff Housing - Shed 4 Quartz Street	40,000	0	0	0
09128	Purchase Land & Buildings - New Staff Housing	160,000	0	0	0
10702	Purchase Land & Buildings - Niche Wall Cemetery	15,000	0	0	0
11102	Purchase Land & Buildings - Sun Deck	40,000	0	0	0
11204	Purchase Land & Buildings -Kiosk/Ablution Redevelopmen	1,350,000	3,000	3,000	0
11309	Bowling Green Redevelopment - CAPITAL	180,000	180,000	180,717	-717.13
12218	Electric Car Charging Station - CAPITAL	50,000	0	499	-498.91
12220	L&B Depot Shed	15,000	0	0	0
		<b>2,075,000</b>	<b>183,000</b>	<b>184,216</b>	
<b>Furniture &amp; Equipment</b>					
11103	Purchase Furniture & Equipment -Generator Complex	12,500	0	0	0
11603	Purchase Furniture & Equipment - Playground Fencing	5,000	1,000	1,000	0
11609	Projector Upgrades- Old Hall Movie Theater	0	0	12,047	-12047.46
13606	Land & Buildings - Wolfram Street Shed & Façade	0	0	103	-102.67
14514	Purchase Furniture & Equipment Administration	20,000	5,000	7,410	-2410
		<b>37,500</b>	<b>6,000</b>	<b>20,560</b>	
<b>Plant &amp; Equipment</b>					
12308	Prime Movers - CAPITAL	452,000	0	0	0
14213	Construction Supervisor Vehicle - CAPITAL	60,000	0	0	0
14520	CEO Vehicle - CAPITAL	100,000	0	0	0
14523	Administration Vehicle - CAPITAL	75,000	0	0	0
		<b>687,000</b>	<b>0</b>	<b>0</b>	
<b>Infrastructure-roads</b>					
C0010	Begley Road (No 0010)	44,500	14,832	0	14832
C0018	George Road (No 0015)	89,000	29,668	0	29668
C0092	Leeman Road (No 0092)	80,500	26,832	0	26832
C0011	Maxfield Road (No 0011)	103,000	34,332	0	34332
C0025	Rabbit Proof Fence Road (No 0025)	87,500	29,164	7,064	22099.93
C0025N	Rabbit Proof Fence Road North (No 0025)	150,000	50,000	0	50000
C0069	Wahlsten Road (No 0069)	79,500	26,500	0	26500
C0021	Warrachuppin Nth Road (No 0021)	76,500	25,500	1,860	23639.88
C0015	Echo Valley Gravel Resheet	149,500	49,832	5,425	44407
C0030	Maisefield Gravel Resheet	130,000	43,332	77,181	-33848.92
C0078	Geelakin Road (No 0078)	52,000	17,332	0	17332
C0013	McPharlin Road (No 0013)	87,500	29,164	0	29164
MRWA Project Construction					0
RRG84C	Warralakin Road Reconstruction	609,500	203,168	2,865	200303.31
Roads to Recovery Construction					0
R2R04	Walgoolan South Road (No 0005)	69,000	23,000	0	23000
R2R80	DellaBosca Road (No 0080)	186,000	62,000	64,451	-2450.76
		<b>1,994,000</b>	<b>664,656</b>	<b>158,846</b>	
<b>Infrastructure-footpaths</b>					
FP0061	Wolfram Street Footpaths	50,000	16,668	2,613	14054.59
R2R60	Cement Street Footpaths	70,000	23,332	0	23332
		<b>4,913,500</b>	<b>893,656</b>	<b>366,235</b>	<b>564,807</b>

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>								
552	Toyota Hilux Duel Cab -111WT	50,000	0	0	(50,000)	0	0	0	0
418	Freightliner 2014 Prime Mover WT12	127,000	0	0	(127,000)	0	0	0	0
544	Toyota LandCruiser - 0WT	100,000	0	0	(100,000)	0	0	0	0
545	Toyota Prado -02WT	85,000	0	0	(85,000)	0	0	0	0
		<b>362,000</b>	<b>0</b>	<b>0</b>	<b>(362,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



7 OTHER CURRENT ASSETS

<b>Other current assets</b>	<b>Opening Balance 1 July 2023</b>	<b>Asset Increase</b>	<b>Asset Reduction</b>	<b>Closing Balance 31 October 2023</b>
	\$	\$	\$	\$
<b>Inventory</b>				
Fuel and materials	19,308	0	0	19,308
<b>Total other current assets</b>	<b>19,308</b>	<b>0</b>	<b>0</b>	<b>19,308</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

**Inventory**

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.

9 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	Reassessed	Total
	\$/ (cents)	Properties	Value	Revenue	Reassessed Rate Revenue	Revenue	Revenue	Rate Revenue	Revenue
				\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>									
GRV -Residential	0.0770	57	715,910	55,155	0	55,155	55,155	0	55,155
GRV- Mining	0.224171	2	1,305,800	292,722	0	292,722	292,722	0	292,722
<b>Unimproved value</b>									
UV - Rural/Pastoral	0.0123	124	64,709,013	794,303	0	794,303	796,623	1,417	798,040
UV - Mining	0.012275	5	171,482	2,105	0	2,105	2,105	0	2,105
<b>Sub-Total</b>		<b>188</b>	<b>66,902,205</b>	<b>1,144,285</b>	<b>0</b>	<b>1,144,285</b>	<b>1,146,606</b>	<b>1,417</b>	<b>1,148,022</b>
<b>Minimum payment</b>									
<b>Gross rental value</b>									
GRV -Residential	370	16	19,098	5,920	0	5,920	5,920	0	5,920
GRV- Mining	370	0	0	0	0	0	0	0	0
<b>Unimproved value</b>									
UV - Rural/Pastoral	370	18	160,387	6,660	0	6,660	6,660	0	6,660
UV - Mining	200	20	83,410	4,000	0	4,000	4,000	0	4,000
<b>Sub-total</b>		<b>54</b>	<b>262,895</b>	<b>16,580</b>	<b>0</b>	<b>16,580</b>	<b>16,580</b>	<b>0</b>	<b>16,580</b>
<b>Amount from general rates</b>						<b>1,160,865</b>			<b>1,164,602</b>
Ex-gratia rates						4,900			0
<b>Total general rates</b>						<b>1,165,765</b>			<b>1,164,602</b>



10 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 October 2023
		\$	\$	\$	\$	\$
<b>Employee Related Provisions</b>						
Provision for annual leave		144,593	0	0	0	144,593
Provision for long service leave		77,253	0	0	0	77,253
<b>Total Provisions</b>		221,846	0	0	0	221,846
<b>Total other current liabilities</b>		221,846	0	0	0	221,846

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note

**KEY INFORMATION**

**Provisions**

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

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

**Employee Related Provisions**

**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 calculation of net current assets.

**Other long-term employee benefits**

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits 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**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2023**

**OPERATING ACTIVITIES**

**11 GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Provider	Grants, subsidies and contributions revenue		
	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$
<b>Grants and subsidies</b>			
Grants Commission Grant Received - General	362,000	12,500	12,417
Grants Commission Grant Received- Roads	250,000	8,000	8,005
FESA Operating Grant	35,000	16,590	16,590
LRCIP - Round 3	361,000	311,000	310,690
Grant - MRWA Direct	155,000	155,000	158,490
	<b>1,163,000</b>	<b>503,090</b>	<b>506,192</b>
<b>Contributions</b>			
Edna May MOU Emergency Services	13,500	6,750	6,818
Reimbursement Rural Health West	9,500	2,000	1,836
WAPHA - Medical Centre Upgrades Income	25,000	25,000	25,000
WAPHA /Other Funding	45,000	0	0
Income School Facility/Main Building	26,000	11,664	11,818
Income Relating to Aged & Disabled - Senior Citizens	5,000	1,250	0
Income 55 Wolfram St -Ramelius Resources	500	164	0
Income Edna May MOU 33%	17,500	12,375	12,366
Income Edna May MOU WPA 67%	30,000	25,100	25,100
DFES Grant	12,500	0	0
Grant -Electric Car Charging Station	22,000	7,332	0
Grant Funding Opportunities	40,000	12,332	13,182
DPIRD Grants Funding (CRC)	107,200	53,600	52,524
	<b>353,700</b>	<b>157,567</b>	<b>148,644</b>
<b>TOTALS</b>	<b>1,516,700</b>	<b>660,657</b>	<b>654,836</b>

12 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grants, subsidies and contributions revenue		
	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$
<b>Capital grants and subsidies</b>			
LotteryWest /Menshed	200,000	0	0
Grant - MRWA Specific	406,500	155,500	155,460
Grant - Roads to Recovery	325,000	65,000	67,658
	<b>931,500</b>	<b>220,500</b>	<b>223,118</b>

**SHIRE OF WESTONIA  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 OCTOBER 2023**



**13 TRUST FUND**

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

<b>Description</b>	<b>Opening Balance 1 July 2023</b>	<b>Amount Received</b>	<b>Amount Paid</b>	<b>Closing Balance 31 Oct 2023</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
LGMA - Receipts	5,672	1,600	0	7,272
Westonia Historical Society	23,445	0	0	23,445
Cemetry Committee	16,920	0	(6,854)	10,066
	<b>46,037</b>	<b>1,600</b>	<b>(6,854)</b>	<b>40,783</b>

**9.1.3 GST RECONCILIATION REPORT – OCTOBER 2023**

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

---

**Purpose of the Report**

- Executive Decision  Legislative Requirement

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.

**Background**

The Reconciled Balance of the GST Ledger to the General Ledger as reported as at October 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 \$14,155.00 for the period ending October 2023 adopted.**

**Shire of Westonia**  
**Business Activity Statement**  
**October 2023**

Total Sales and Purchases		\$
G1	Total Sales	188,285
G3	Other GST Free Sales	53,733
G4	Input Taxed	4,510
G10	Capital Purchases	78,510
G11	Non-Capital Purchases	230,464

Amounts you owe the ATO (Credits in ledger)		\$
1A/ G9	GST On Sales (GL Balance)	11,822
4	PAYG (GL 94660)	23,689
6A	FBT Instalment	-
7C	Fuel Tax credit over claim	-
<i>Total you owe the ATO</i>		<u>35,511</u>

PAYG		\$
W1	Total Salary Wages & Other	111,981
W2	Amount withheld from Payments at W1	23,689
W4	Amount withheld where no ABN is quoted	-
W3	Other amounts withheld	-

Amounts the ATO owes you (Debits in ledger)		\$
1B/ G20	GST on Purchases (GL Balance)	17,852
7D	Fuel Tax Credit	3,504
<i>Total the ATO owes you</i>		<u>21,357</u>

FBT		\$
F1	FBT Instalment Amount	-

Activity Statement Net Amount		\$
Amounts you owe the ATO (Credits in ledger)		35,511
Amounts the ATO owes you (Debits in ledger)		21,357
<b>Payment ( Red - Refund )</b>		<u>14,155</u>

Authorisation	
Prepared By:	_____
Date:	9/11/2023
Checked & Lodged By:	_____
Date:	9/11/2023

BAS Journal		
Debit	Credit	Description
1405000 - GST Income (Liability)	11,822	BAS liability due to ATO
1406010 - PAYG Tax Gen	23,689	PAYG paid to ATO
1304000 - GST Expense (Asset)	17,853	BAS purchases claimed from ATO
1144040.114 - Fuel Tax Credit Gen	3,504	FTC
1145090.580 - Fringe Benefits Tax - Admin Gen		FBT
1142210.502 - Fringe Benefits Tax - Works Gen		FBT
1406020 - ATO Clearing Account	-	14,154 Due from/to ATO
		BAS-Rounding
	<u>35,511</u>	<u>35,511</u>

## 9.2 COMMUNITY AND REGULATIONS

### 9.2.1 BUSH FIRE ADVISORY COMMITTEE MEETING AND APPOINTMENTS.

---

<b>Responsible Officer:</b>	Bill Price, CEO
<b>Author:</b>	Bill Price, CEO
<b>File Reference:</b>	L1.1.2 Bush Fire Advisory
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Bush Fire Advisory Committee Minutes
<b>Signature:</b>	<b>Officer</b> <span style="float: right;"><b>CEO</b></span>

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#### **Purpose of the Report**

Executive Decision

Legislative Requirement

The purpose of this report is to in accordance with section 38 of the Bush Fires Act 1954 appoint Bush Fire Control Officers for the 2023/24 bush fire season and to endorse the recommendations of the Westonia Bush Fire Advisory Committee.

#### **Background**

The Annual Shire of Westonia Bushfire Advisory Committee Meeting was held on Tuesday 24<sup>th</sup> October 23 at the Council Depot.

In accordance with section 38 of the Bush Fires Act 1954 a local government may appoint such persons as it thinks necessary to be its Bush Fire Control Officers (FCO's) and of those officers the local government shall appoint two as the Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer.

#### **Comment**

The Bush Fire Advisory Committee recommended the following appointments for Council endorsement.

1. *Chief Bush Fire Control Officer and Chairman of the Bush Fire Advisory Committee*  
**Frank Corsini**
2. *Deputy Chief Bush Fire Control Officer and Deputy Chair of the Bush Fire Advisory Committee*  
**Michael Crook**
3. *Westonia Brigade FCO/Advisory Committee Members*  
**Frank Corsini, Colin Lindley and Brad Penny**
4. *Warralakin Brigade FCO/Advisory Committee Members*  
**Steve Le Moignan, Michael Crook and Braden Brennan**
5. *Walgoolan Brigade FCO/Advisory Committee Members*  
**Jason Wahlsten, Shaun Crees.**
6. *Fire Weather Officers.*  
**Frank Corsini, with Michael Crook as Deputy.**
7. *Authorised Harvest Ban Officers.*  
**Frank Corsini with Michael Crook as Deputy.**
8. *Weather Officers*  
**Rohan Day, Bill Price, Steve LeMoignan and Jason Wahlsten.**

#### **Statutory Environment**

Bush Fires Act 1954, section 38 appointment of Bush Fire Control Officers.

#### **Policy Implications**

Council does not have a policy in relation to this matter



### Strategic Implications

Nil



### Financial Implications

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



### Voting Requirements



Simple Majority



Absolute Majority

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### OFFICER RECOMMENDATIONS

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That Council in accordance with section 38 of the Bush Fires Act 1954 appoint the following persons as Bush Fire Control Officers for the 2023/24 bush fire season:

Frank Corsini	Chief Bush Fire Control Officer
Michael Crook	Deputy Chief Bush Fire Officer
Steve Le Moignan	Warralakin Bush Fire Brigade
Braden Brennan	Warralakin Bush Fire Brigade
Jason Wahlsten	Walgoolan Bush Fire Brigade
Shaun Crees	Walgoolan Bush Fire Brigade
Colin Lindley	Westonia Bush Fire Brigade
Brad Penny	Westonia Bush Fire Brigade

Rohan Day, Bill Price, Steve LeMoignan and Jason Wahlsten Fire Weather Officers.

Frank Corsini with Michael Crook as Deputy Authorised Harvest Ban Officers.





# Minutes

## Bush Fire Advisory Committee Meeting

### Tuesday 24<sup>th</sup> October 2023, Shire Depot

#### 1 Declaration of Opening

The Chief Bush Fire Control Officer, Frank Corsini, welcomed everyone present and declared the meeting open at 5.12pm

#### 2 Attendance and Apologies

##### Present;

*Westonia Brigade*

Frank Corsini, Bill Price, Denver Simmonds, Daimon Geier.

*Warralakin Brigade*

Steve Le Moignan, Michael Crook.

*Walgoolan Brigade*

Jason Wahlsten, Shaun Crees.

##### Apologies

Brad Penny

#### 3 Confirmation of Previous Minutes

*Moved D Geier seconded M Crook that the minutes of the meeting held on 11<sup>th</sup> October 2022 be confirmed as a true and correct record.*

**Carried**

#### 4 Business Arising from the Minutes

Nil

#### 5 Appointment of Office Bearers

B Price took the chair and called for nominations.

*Moved D Simmonds seconded J Wahlsten that the following positions be adopted en bloc:*

- 1. Chief Bush Fire Control Officer and Chairman of the Bush Fire Advisory Committee  
**Frank Corsini***
- 2. Deputy Chief Bush Fire Control Officer and Deputy Chair of the Bush Fire Advisory Committee –  
**Michael Crook***
- 3. Westonia Brigade FCO/Advisory Committee Members  
**Frank Corsini, Colin Lindley and Brad Penny***
- 4. Warralakin Brigade FCO/Advisory Committee Members  
**Steve Le Moignan, Michael Crook and Braden Brennan***
- 5. Walgoolan Brigade FCO/Advisory Committee Members  
**Jason Wahlsten, Shaun Crees.***
- 6. Fire Weather Officers.  
**Frank Corsini, with Michael Crook as Deputy.***

7. *Authorised Harvest Ban Officers.*  
**Frank Corsini with Michael Crook as Deputy.**
8. *Weather Officers*  
**Rohan Day, Bill Price, Steve LeMoignan, Jason Wahlsten.**

*Carried*

## **6 General Business**

- **Merredin Farms**  
Warralakin members advised having held discussion with Merredin Farm reps about due process in the advent of a fire considering that they are majority landholders in the district.
- **Warralakin Light Tanker**  
It was recommended that the Warralakin Light Tanker be the trade vehicle this year as it is in poorer condition than the Walgoolan Light Tanker.
- **Age Limit?**  
The CEO has been requested to check if there is a maximum age limit for volunteers to be registered and covered by insurance.
- **Repeater Power Guest Hill**  
The CEO advised that the repeater tower located at Guest Hill is currently down awaiting electrical repairs to the main feed.
- **Snatch Straps/Ropes in Vehicles.**  
It was resolved that snatch straps and ropes be stocked in fire fighting vehicles for use of vehicle retrieval and in the removal of trees.

## **7 Next Meeting**

To be advised

## **8 Closure**

The Chief Bush Fire Control Officer thanked those present for their attendance and declared the meeting closed at 5.40pm


## 9.2.2 NEWTRAVEL EVENTS SUPPORT OFFICER PROJECT CONTRIBUTION

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<b>Responsible Officer:</b>	Bill Price, CEO
<b>Author:</b>	Bill Price, CEO
<b>File Reference:</b>	
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Nil

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<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>
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### Purpose of the Report

- Executive Decision                       Legislative Requirement

The purpose of this report is for Council to consider making an additional financial contribution to the NEWTRAVEL Events Support Officer Project.

### Background

NEWTRAVEL find themselves in a situation where they require additional support from Council. NEWTRAVEL has secured external grant funding for the Events Support Project, an exciting endeavour that they believe will greatly benefit our communities and events tourism in the region. The grant amounts to \$69,200, which is undoubtedly good news. However, it falls short by \$20,000 in comparison to our initial application to ensure the successful execution of this project.

Over the past few months, they have been exploring alternative avenues to bridge this financial gap. In the attached project proposal, you will find our comprehensive plan. They now kindly request additional financial assistance from our NEWTRAVEL member Councils to cover the travel costs outlined in the project budget over the course of the 18-month project.

This commitment would require each Council to allocate a total of \$1,175.00 to support us in achieving the project's goals by June 30, 2025.

Event Support Officer Project Council Contribution Request:

- 2023-2024: \$470.00 per NEWTRAVEL Member Council
- 2024-2025: \$705.00 per NEWTRAVEL Member Council

### Comment

I have attached a copy of the Events Support Officer proposal for Council information. As we will be a beneficiary of the officer to assist with our community events such as the Wessy on the Green is recommended that Council support the request.

### Statutory Environment

Nil.

### Policy Implications

Nil

### Strategic Implications

Social – promote community facilities and social interaction.



**Financial Implications**

A small contribution of \$ 470 for this financial year with additional \$ 705 to be included in the 2024/25 budget.



**Voting Requirements**



Simple Majority



Absolute Majority

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**OFFICER RECOMMENDATIONS**

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**That Council agrees to make an additional financial contribution to the NEWTRAVEL Events Support Officer Project amounting to \$ 1175 over two financial years.**



# EVENTS OFFICER **PROPOSAL**

Prepared by NEWTRAVEL for  
NEWROC  
Board of Dowerin Events Management

*October 2023\_update 3 Nov 2023*



## Background

NEWTRAVEL was successful in securing \$63,554 from the **FRRR Helping Regional Communities Prepare for Drought Program**. The objectives of the FRRR funding are to assist:

1. Communities identify and adopt innovative and transformative ways to build drought resilience;
2. A change in awareness of and attitudes to drought preparedness at the community level;
3. Communities learn and share innovative ways to build drought resilience;
4. An increase in the reach and activities of community leaders, mentors, networks, and organisations driving action on drought resilience;
5. Improved access to and greater utilisation of community infrastructure;
6. Communities build their local leadership, networks, and social support; and
7. Community leaders, networks and organisations have stronger capability to undertake strategic drought resilience planning.

The NEWTRAVEL Events Officer will address objectives 1,3,4 and 6.

## NEWTRAVEL Intent

The intent of the NEWTRAVEL Events Officer role is to:

- Build the profile and attendance of events in the district,
- Provide comprehensive events management support to not-for-profit organisations in the Wheatbelt Way,
- Help reduce volunteer fatigue,
- Enhance planning, execution and promotion of events, and
- Share and centralise contacts, resources and tools to assist event organisers.

## Strategic Alignment

The position aligns with the NEWTRAVEL Strategic Plan.

The position aligns with the NEWROC Strategic Plan.



# Position Overview

NEWTRAVEL is a not-for-profit incorporation association that acts as the representative body for collective marketing and tourism development in the Shires of Dowerin, Wyalkatchem, Trayning, Nungarin, Mukinbudin, Koorda, Mt Marshall and Westonia.

NEWTRAVEL has identified the development and marketing of events as tourist attractions or catalysts for visitors to choose to visit the region or stay longer as an important destination development activity. Along the Wheatbelt Way, each community holds annual and regular public events that are coordinated by not-for-profit sport and recreation clubs, agricultural societies, Community Resource Centres, progress associations and community groups. These events foster a positive destination image for the Wheatbelt Way which contributes to our place marketing.

Whilst the primary function of many events is to provide a social event for the local community, many of our region's events are either through the necessity of economic pressures or through natural evolution, are attracting visitors from further afield. Tourism is not a part of event management. It's a set of activities related to traveling and learning new places, food, traditions, experiences, and people, of course. But you cannot underestimate the importance of events for tourism. The role of events in the Wheatbelt Way tourism destination development is of huge value in promoting, positioning, and branding our communities and the region.

Most of our events along the Wheatbelt Way are managed by volunteers (a small and declining group). Local governments in NEWTRAVEL support events in the district by waiving venue hire fees, assisting with set up and pack down, promotion, equipment, and more. This support is essential in maintaining the current calendar of events in the district.

A human resource is now required to assist volunteers and local governments with:

- Meeting governance and compliance (organizational capacity and capability),
- Event development (ideas and strategies to develop, expand, or secure events),
- Event planning (research, risk management, designing, and coordinating),
- Event marketing (branding, advertising, and promoting), and
- Event management (set up, execution, and evaluating).

The events held in the Wheatbelt Way can be categorised accordingly:

## **Tier 1 Events (Premier Event, State Significance):**

Dowerin Machinery Field Days

## **Tier 2 Events (Annual Events):**

Mt Marshall & Districts Agricultural Show | Koorda & Districts Agricultural Show | Wyalkatchem Rodeo | Trayning Rock Solid Smoke n' Dirt | Mangowine Concert, Nungarin | Wessy on the Green, Westonia | Home Grown Concert, Nungarin | Nungarin Army and Heritage Museum Vintage Car Rally & Search Light Party | Wylie Arts Expo | WAORRA Rally, Bencubbin

## **Tier 3 Events (Monthly Events and Markets):**

Koorda Drive-In | Nungarin Wheatbelt Markets | Westonia Xmas Markets

All of the communities also hold a range of small-scale events which are ad hoc, date specific etc.

# Position Details

## 0.4FTE PART-TIME - 18MONTH CONTRACT

### Position Objective:

- Provide events management support and promotion to Tier 1, 2 and 3 events in the local governments of Dowerin, Wyalkatchem, Trayning, Koorda, Mt Marshall, Mukinbudin, Nungarin, and Westonia.
- Provide administration support to Dowerin Events Management.

**Reporting Relationship:** Reporting to Dowerin Events Management General Manager

### Responsibilities:

#### 1. Support Governance and Compliance

KEY RESPONSIBILITIES	OUTPUTS
Provide guidance and training to NFP organisations on organisational capacity, governance, and compliance in line with events that they are delivering.	Attend at least one Tier 2 & Tier 3 Board/Committee meeting per year.
Assist in simplifying event approval application processes and creating online templates.	Standardised event application and approval processes including templates for NEWTRAVEL member local governments.
Offer information on Workplace Health and Safety (WHS) legislation obligations.	Provide current best practice information in a central online portal.

#### 2. Build Event Organiser Skills

KEY RESPONSIBILITIES	OUTPUTS
Identify training needs through consultation with local event organisers.	Training needs survey conducted.
Develop and deliver training programs on event promotion, management, and planning.	Partner with key stakeholders to offer at least two training opportunities (either face to face or online) to NFPs.
Facilitate networking events and encourage knowledge sharing among event organisers.	Annual networking event between identified Tier 1, 2 & 3 events.
Create a practical toolkit for event support, including event management templates.	Standardised template kit for event management.



### 3. Event Management Support

KEY RESPONSIBILITIES	OUTPUTS
Assist in breaking down tasks to attract volunteers who prefer non-committee roles.	Sub Committee Terms of Reference / Job Descriptions and Task Sheets developed for NFPs as required.
Develop a user-created portal of supplier and food vendor contacts with required documentation.	Online directory of event resources within the region and identify an gaps/needs (hosted by DEM)
Create a directory of shared venue infrastructure, assets, and equipment. Identify equipment gaps/needs.	Online portal created (hosted by DEM).
Help event organisers set measurable targets and KPIs.	Standardised event metrics and KPIs developed.
Identify and support events with substantial growth potential.	Mentor event organisers and one Tier 2 event is identified and grown (event attendance, marketing, impact)

### 4. Funding Support

KEY RESPONSIBILITIES	OUTPUTS
Identify suitable grant opportunities and sponsorship for events delivered by NFPs.	Tier 2 and Tier 3 events apply for new funding opportunities.
Assist event organisers by reviewing draft applications, providing letters of support and aligning with strategic plans.	Guidance provided to NFP event organisers.
Assist in data analysis and interpretation.	Impact assessment conducted on at least 1 Tier 2 and Tier 3 event.

### 5. Marketing and Promotion

KEY RESPONSIBILITIES	OUTPUTS
Collaborate with event organisers and destination marketing organisations on marketing efforts.	Tier 1 & 2 Events leverage destination marketing activities through Australia's Golden Outback and NEWTRAVEL.
Assist in the development of event-focused marketing campaigns.	Event Marketing tool kit and templates created.
Assist in creating content relevant to event target audiences for websites and social media.	Event calendar developed and social media tiles for NFPs, image gallery for promotion.

## 23/24 Budget

ITEM (1 FEB 2024 - 30 JUNE 2024)	AMOUNT	PARTNER
0.4FTE Events Officer (40 days, 8hrs, \$40hr) located at DEM	12,800	FRRR
Superannuation	1,408	FRRR
Office and Equipment, Printing, Consumables	2,000	Dowerin Events Management
Travel (up to 5,000km)	3,750	unconfirmed
Online events portal	5,000	Dowerin Events Management
Training	2,000	FRRR
Event Marketing	5,000	FRRR, NEWTRAVEL and Event Organisers
<b>TOTAL</b>	<b>31,958</b>	

## 24/25 Budget

ITEM (1 JULY 2024 - 30 JUNE 2025)	AMOUNT	PARTNER
0.4FTE Events Officer (96 days, 8hrs, \$40hr) located at DEM	30,720	FRRR
Superannuation	3,532	FRRR
Office and Equipment, Printing and Consumables	3,500	Dowerin Events Management
Travel (up to 7,500km)	5,625	unconfirmed
Training	3,000	FRRR
Event Marketing	5,000	FRRR, NEWTRAVEL and Event Organisers
Event Equipment	10,000	Sponsorship Request Bendigo Bank
<b>TOTAL</b>	<b>61,377</b>	

# Dowerin Events Management

This project has grant funding tied to it from the Future Drought Funds; Helping Regional Community Prepare for Drought - Community Impact Program that requires outputs to be completed by 30 June 2025.

NEWTRAVEL requests that Dowerin Events Management host the position on behalf of NEWTRAVEL and NEWROC. This partnership will enable the transfer of knowledge and resources from Dowerin Events Management into the NFPs delivering events across Wheatbelt Way. The position is proposed as an employee of Dowerin Events Management.

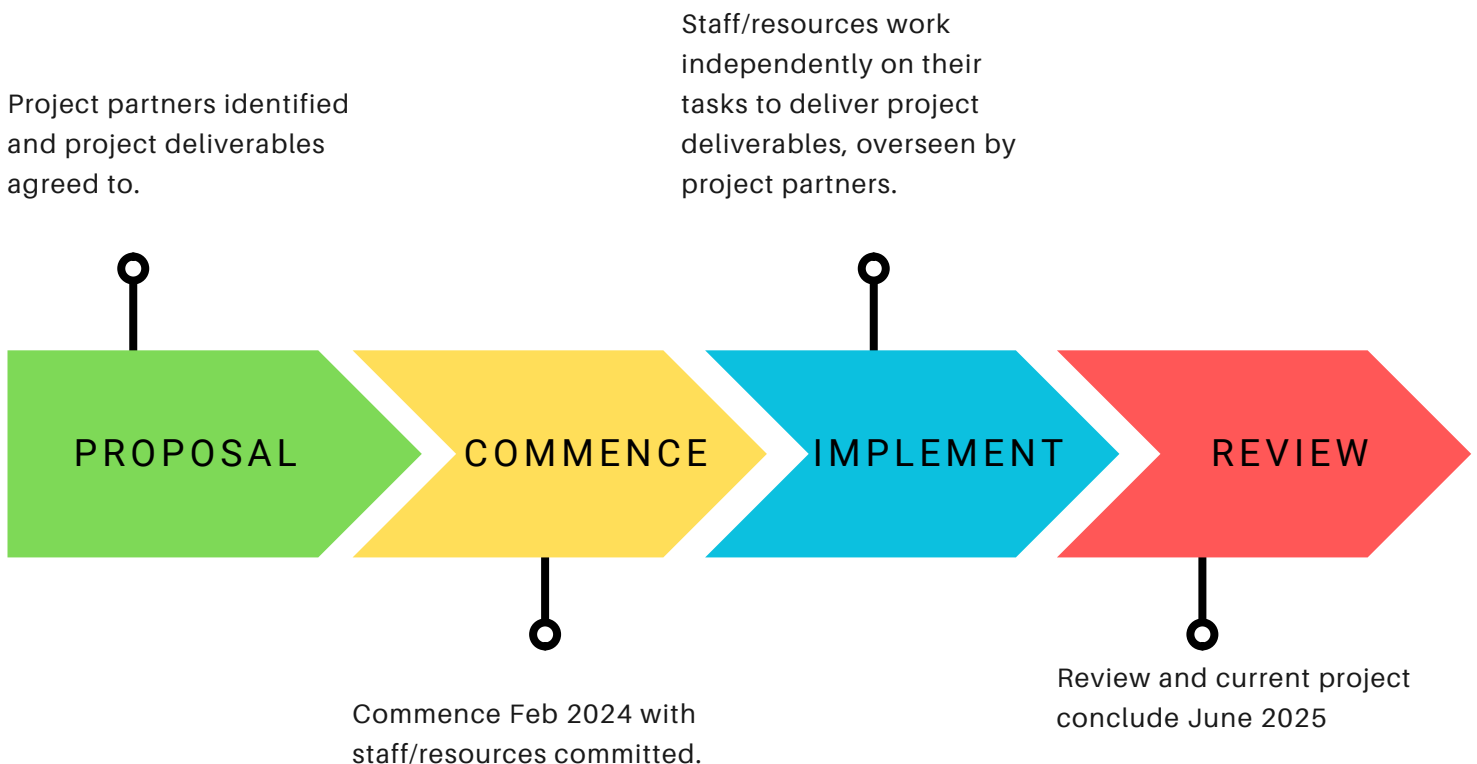
Upon completion of the contract:

- Online events portal available on DEM website
- Marketing collateral is available for all local governments and NEWTRAVEL.
- Position could continue with DEM (wider support role ceases)

In kind contributions will likely include:

- Support from the NEWTRAVEL Executive Officer
- Performance management by Dowerin Events Management (supported by NEWTRAVEL EO)
- Payroll by Dowerin Events Management
- Tools, resources and information from DEM

## Timeline



# BENEFITS

## DEM

- Increased human resource/s for DEM.
- Building the capacity of NFPs and event organisers in Dowerin and surrounding communities.
- Raises the profile of DEM as a valuable hub for event-related information, training, and coordination.
- Sharing contacts, building networks, and wider volunteer base for Field Days.
- Training opportunities for DEM staff and volunteers.
- #teamwheatbelt - builds local partnerships and optimises resources strengthening DEMs position as a central figure in the broader Wheatbelt community.

## NEWROC/ Local Government

- Building capacity of volunteers in local governments.
- Supporting volunteers to improve events, governance, manage risk, and meeting compliance.
- Improving profile and promotion of events in the region.
- Increasing attendance at local events.
- Tools, resources, and contacts for NFPs running events.
- Impact assessment and data regarding the value of events.

## NEWTRAVEL

- Improved events attract positive attention and build the Wheatbelt Ways destination reputation as an exciting and vibrant place to visit.
- Well-planned events and event tourism can help extend the traditional tourism season by offering attractions throughout the year in the Wheatbelt Way.

## Community

- Successful events bring people together to share experiences and interact, strengthening bonds this helps create a sense of unity and belonging within our communities.
- Successful events create opportunities for local businesses and vendors boosting the local economy and this may in turn lead to job creation and increased prosperity within our communities.


### **9.3 WORKS AND SERVICES**

Nil

## 9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES

### 9.4.1 SURRENDER MANAGEMENT RESERVE 2168 – WARRACHUPPIN TANK

<b>Responsible Officer:</b>	Bill Price, CEO	
<b>Author:</b>	Bill Price, CEO	
<b>File Reference:</b>	ES1.5.7.2 Warrachuppin Water Tank	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	Nil	
<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>



#### **Purpose of the Report**

Executive Decision  Legislative Requirement

This report seeks Council's agreeance to accept the management control of Reserve 2168 Warrachuppin Water Catchment & Tank from the Water Corporation.

#### **Background**

Council would be aware that they have already accepted management of the Geelakin Reserve and Tank from the Water Corporation earlier in the year.

Water Corporation have also written advising that the Warrachuppin Reserve and tank are surplus to needs and are enquiring whether the Council would be interested in accepting similar management vesting.

#### **Comment**

Reserve 2168 (containing the Warrachuppin Tank and rock catchment) is surplus to Water Corporation requirements. Once a resolution of Council is received, the Water Corporation will commence its due diligence and executive approvals process.

Subject to internal approvals being received, the Water Corporation would then write to DPLH recommending that the Reserve be transferred to the Shire. DPLH will then process the transfer accordingly.

Please note that as part of the transfer process, DPLH may consult with Traditional Owners to ascertain the cultural significance of this land. Should Aboriginal heritage values be identified, DPLH will discuss appropriate arrangements with the Shire at that time.

The Shire President, Construction Supervisor, representatives from the DWER and myself inspected the tank on Wednesday 18 October. The tank itself is surprisingly in very good condition (3/4 full) but the roof structure is now non-existent and has totally collapsed.

It is my recommendation that Council agree with the as is basis offer from water Corporation.

#### **Statutory Environment**

Local Government Act 1995.

#### **Policy Implications**

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

#### **Strategic Implications**

Strategic water source in Warrachuppin for land user and Council use.



**Financial Implications**

Future maintenance costs of the Warrachuppin Water Tank in future budgets.



**Voting Requirements**



Simple Majority



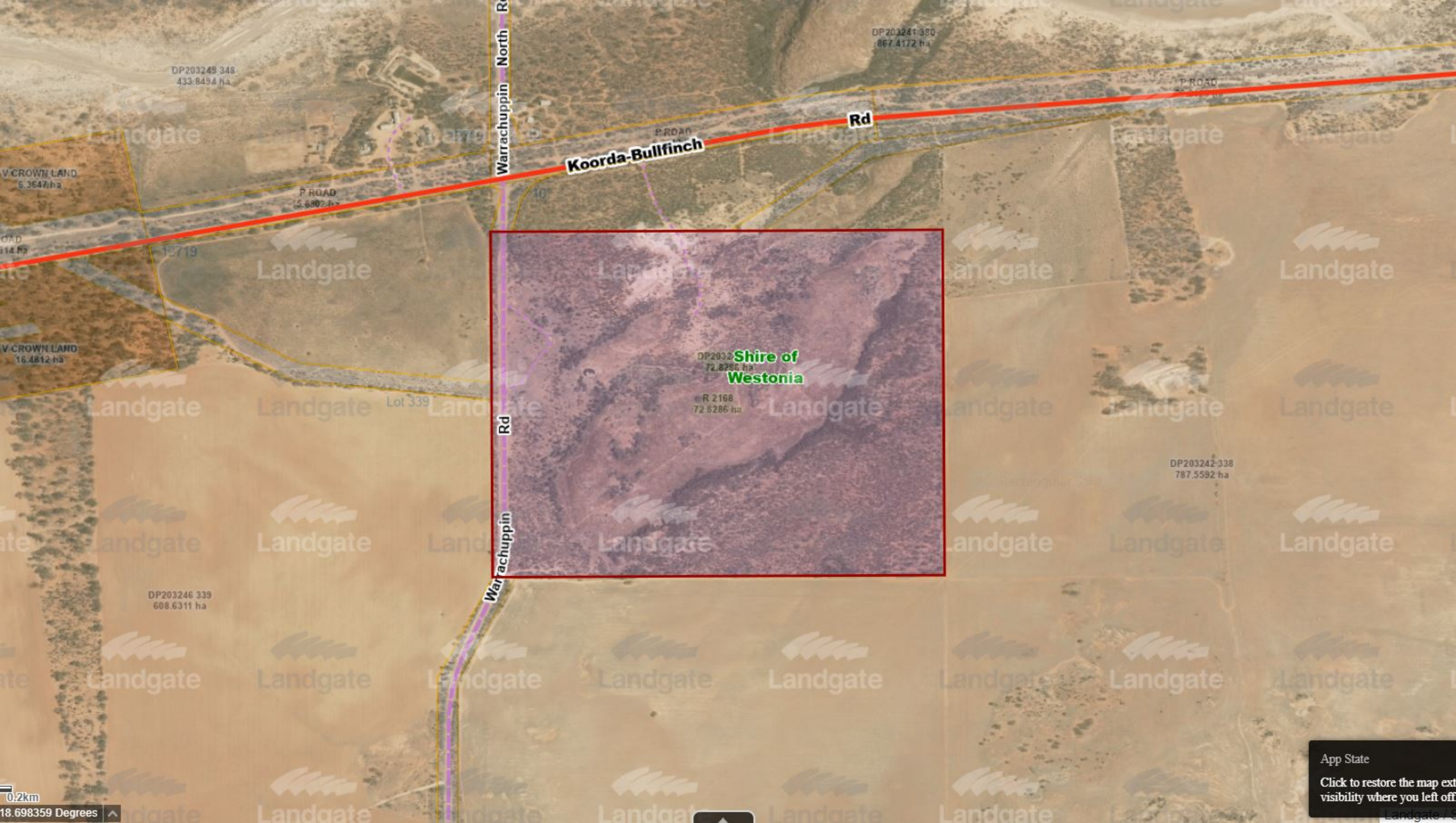
Absolute Majority

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**OFFICER RECOMMENDATIONS**

---

**That Council agree to accept the management control of Reserve 2168 Warrachuppin Water Catchment & Tank from the Water Corporation on an as is basis.**



DP203249 348  
433.8494 ha

DP203241 350  
867.4172 ha

V CROWN LAND  
6.3647 ha

P ROAD  
5.6802 ha

P ROAD

P ROAD

P ROAD  
314 ha

12719

Landgate

Landgate

Landgate

Landgate

V CROWN LAND  
16.4812 ha

Lot 339

DP2032  
72.8286 ha  
Shire of  
Westonia

R 2168  
72.8286 ha

Landgate

DP203242-338  
787.5592 ha

DP203246 339  
608.6311 ha

0.2km

18.698359 Degrees

App State  
Click to restore the map ext  
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**10. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

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

**12. DATE AND TIME OF NEXT MEETING**

The next ordinary meeting of Council will be held on Thursday schedule 21<sup>st</sup> December 2023 commencing at 3.30pm.

**13. MEETING CLOSURE**

There being no further business the Shire President, Cr Mark Crees declared the meeting closed at pm