

# AGENDA

#### **Ordinary Council Meeting**

To be held in Council Chambers, Wolfram Street Westonia Tuesday 20<sup>th</sup> September 2022 Commencing 3.30pm

Dear Councillors,

The next Ordinary Meeting of the Council of the Shire of Westonia will be held on Tuesday 20<sup>th</sup> September 2022 the Council Chambers, Wolfram Street, Westonia.

Lunch – 1.00 pm Discussion Period – 1.30pm – 2.30 pm Afternoon Tea – 3.00 pm –3.30 pm Council Meeting – 3.30 pm

John Merrick ACTING CHIEF EXECUTIVE OFFICER 15 September 2022



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



#### **CORE DRIVERS**

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

### **STRATEGIC COMMUNITY**

SNAPSHOT

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#### **OUR VALUES**

**<u>Respect</u>** – We value people and places and the contribution they make to the Shire.

<u>Inclusiveness</u> – Be receptive, proactive, and responsive.

<u>Fairness and Equity</u> – Provide services for a variety of ages and needs.

<u>Communication</u> – Create opportunities for consultation with the broad community.

#### OUR VISION

PLAN

2018-2028

A vibrant community lifestyle

#### MISSION

Provide leadership and direction for the community.



### 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.

#### 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.



Be progressive and capture opportunities.

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

### The community receives services in a timely manner.

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

### Financial resources meet the ongoing needs of the community.

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

#### Shire of Westonia: -

#### A vibrant community lifestyle.



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#### **1. DECLARATION OF OPENING**

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

#### 2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillors:	
Cr KM Day Cr RM Crees Cr WJ Huxtable Cr DL Geier CR RS Corsini Cr RA Della Bosca	President Deputy President
Staff:	
Mr. J Merrick Mrs JL Geier	Acting Chief Executive Officer Deputy Chief Executive Officer
Members of the Public:	
Apologies:	
Approved Leave of Absence:	Nil

#### 3. PUBLIC QUESTION TIME

#### 4. APPLICATIONS FOR LEAVE OF ABSENCE

#### 5. CONFIRMATION OF PREVIOUS MINUTES

#### **OFFICER RECOMMENDATIONS**

That the minutes of the Ordinary Meeting of Council held on 18<sup>th</sup> August 2022 be confirmed as a true and correct record.

#### 6. RECEIVAL OF MINUTES

#### **OFFICER RECOMMENDATIONS**

That the minutes of the Rural Water Council of WA (Inc) general meeting held on 8 July 2022 in Cunderdin be accepted.

#### 7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

The President, Cr Day advised having attended the following meetings:

# Shire of Westonia



## **RECEVIAL OF MINUTES**

Rural Water Council of WA (Inc)



Meeting held in the Water Corporation Office, Conference Room 2 Cubbine Street, Cunderdin Friday 8 July 2022 commencing at 10:09 am

#### Minutes

#### 1 OPENING & WELCOME

The President and Chair of the meeting, Cr T Sachse, welcomed delegates and representatives, delivered an acknowledgment to country and declared the meeting open.

Mr Lance Christopherson, Water Corporation, gave a site induction.

#### 2 ATTENDANCE & APOLOGIES

#### 2.1 <u>Attendance</u>

Cr Tony Sachse Mr Matthew Gilfellon Cr Alison Harris Cr Ross Chappell Cr Len Armstrong Mr Alan George Cr Chris Bray Cr Eileen O'Connell Mr Dean Mastin Cr Rosemary Madacsi Cr Mark Crees Cr Ross Della Bosca Cr Pauline Bantock Cr Gary O'Brien Cr Denese Smythe Ms Sinead McGuire Mr Lawrie Short Ms Tracy Calvert Mr Anthony Bodycoat Hon Steve Martin MLC Robert Dew

#### 2.2 Apologies

Mr Stuart Hobley Mr Peter Clarke Mr Darren Simmons Cr Julie Flockart Shire of Moora Cr Tanya Gibson Cr Gary Coumbe Cr Quentin Davies Mr Norm Smith Ms Renee Manning Hon Mia Davies MLA Hon Martin Aldridge MLC Hon Colin DeGrussa MLC Hon Darren West MLC

Shire of Mount Marshall (President) Shire of Chittering (via video) Shire of Cunderdin Shire of Lake Grace (Deputy President) (via video) Shire of Lake Grace (via video) Shire of Lake Grace (via video) Shire of Narembeen Shire of Nungarin (via video) Shire of Quairading Shire of Toodyay (via video) Shire of Westonia Shire of Westonia Shire of Victoria Plains (via video) Shire of Victoria Plains Shire of York (via video) Shire of York (via video)

Department of Water & Environmental Regulation (via video) Water Corporation Member for Agricultural Region (via video) Executive Officer

Shire of Cunderdin Shire of Goomalling Shire of Koorda Shire of Merredin

Shire of Mount Marshall Shire of Nungarin Shire of Wyalkatchem

Wheatbelt Development Commission Member for Central Wheatbelt Member for Agricultural Region Member for Agricultural Region Member for Agricultural Region

#### 3 DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 4 ANNOUNCEMENTS

There were no announcements.

#### 5 MINUTES

#### 5.1 Confirmation of Minutes

Minutes of the meeting held at Merredin on 18 March 2022 are submitted for confirmation. Copies of these Minutes have been circulated to all members and delegates.

#### RECOMMENDATION

That the Minutes of the meeting held 18 March 2022, as printed and circulated, be confirmed.

#### RESOLUTION

#### Eileen O'Connell moved and Denese Smythe seconded – That the Minutes of the meeting held 18 March 2022, as printed and circulated, be confirmed. CARRIED

#### 5.2 Business Arising from the Minutes

(a) Expanding Stakeholder Base (Item 5.2(a))

The October and March meetings requested that invitations be sent to farm improvement groups within the region to attend meetings of the Rural Water Council. Members were requested to advise the Executive Officer of any groups active within their area, however to date no information has been received. At the March Meeting it was suggested that the Grower Group Alliance be approached.

At its June meeting the Executive Committee considered whether the objects of the Grower Group Alliance aligned with the purposes of the Rural Water Council and whether an invitation should be made to the Alliance. The Executive Committee expressed the view the objects of the Grower Group Alliance and other farm improvement groups did not fit well with the purposes of the Rural Water Council and recommended that invitations not be made. However, the Executive Committee felt that catchment groups and the like be followed up.

#### RECOMMENDATION

- (a) That the recommendation of the Executive Committee that invitations to attend meetings not be made to Farm Improvement Groups be adopted.
- (b) That delegates advise the Executive Officer of any active Catchment Groups within their districts and that invitations be made to those Groups.

The Executive Officer draw attention to the South-West WA Drought Resilience Adoption and Innovation Hub and enquired if the meeting felt an invitation to the Drought Hub to be appropriate.

Cr R Madacsi advised that she had spoken with Cr Frank Johnson regarding the Shire of Gingin re-joining the Group. It seems that the Shire is interested in doing so and the matter is going to Council for consideration.

#### RESOLUTION

Rosemary Madacsi moved and Denese Smythe seconded -

- (a) That the recommendation of the Executive Committee that invitations to attend meetings not be made to Farm Improvement Groups be adopted.
- (b) That delegates advise the Executive Officer of any active Catchment Groups within their districts and that invitations be made to those Groups.

CARRIED

The meeting noted that although no formal invitations would be extended to Farm Improvement Groups they would be welcome to participate in the Group.

### The meeting requested that Mr Mark Holland, Director, South-West WA Drought Resilience Adoption and Innovation Hub, be invited a meeting of the Group.

#### (b) <u>Minyulo Brook/Dandaraga Spring</u> (Item 5.2(b))

Last meeting noted the enquiry concerning works using superficial waters in the Minyulo Brook/Dandaraga Spring area (Dandaragan) and local concerns that this could affect the available water supply. The Department of Water and Environmental Regulation advised that they had sent the enquiry through to the Swan-Avon Region but it may need to go to the Geraldton office.

Following the last meeting the Department requested further information. This request was passed on to Mr Lawrie Short, however to date he has been unsuccessful in contacting the Department.

#### RECOMMENDATION

For Information

Mr L Short agreed to follow up.

#### (c) <u>Recognition of Water Issues Specific to the Western Wheatbelt</u> (Item 10.1)

The March Meeting resolved that the Rural Water Council recognises the distinction of geology induced water pressures for local governments along the Western extent of the Avon region and will expand its agenda and lobbying to include these member issues.

At its June meeting, the Executive Committee considered how to best address issues specific to the Western Wheatbelt. The Committee agreed that these issues continue to be taken into account as a priority and recommended –

- That in invitation be extended to the Shires of Dandaragan and Gingin to attend the Group's October meeting with a view to discussing any water issues from their areas.
- That the Department of Water and Environmental Regulation be invited to the October meeting to discuss approvals for water allocation and usage in the Western Wheatbelt.
- That Mr Richard George, Department of Primary Industries and Regional Development, be invited to the October meeting (i) to give an update on his presentation to the March 2021 meeting on farm water desalination and other water source initiatives; and (ii) to provide an update on any specific water issues affecting the Western Wheatbelt (eg sandplain Shires of Dandaragan and Gingin, metamorphic rock Shires of Chittering and Toodyay).

#### RECOMMENDATION

- (a) That in invitation be extended to the Shires of Dandaragan and Gingin to attend the Group's October meeting with a view to discussing any water issues from their areas.
- (b) That the Department of Water and Environmental Regulation be invited to the October meeting to discuss approvals for water allocation and usage in the Western Wheatbelt.
- (c) That Mr Richard George, Department of Primary Industries and Regional Development, be invited to the October meeting (i) to give an update on his presentation to the March 2021 meeting on farm water desalination and other water source initiatives; and (ii) to provide an update on any specific water issues affecting the Western Wheatbelt (eg sandplain - Shires of Dandaragan and Gingin, metamorphic rock - Shires of Chittering and Toodyay)

Ms T Calvert requested that an invitation to the Department of Water and Environmental Regulation include reference to the specific areas so that the correct personnel can attend.

Rosemary Madacsi moved and Pauline Bantock seconded -

- (a) That in invitation be extended to the Shires of Dandaragan and Gingin to attend the Group's October meeting with a view to discussing any water issues from their areas.
- (b) That the Department of Water and Environmental Regulation be invited to the October meeting to discuss approvals for water allocation and usage in the Western Wheatbelt.
- (c) That Mr Richard George, Department of Primary Industries and Regional Development, be invited to the October meeting (i) to give an update on his presentation to the March 2021 meeting on farm water desalination and other water source initiatives; and (ii) to provide an update on any specific water issues affecting the Western Wheatbelt (eg sandplain - Shires of Dandaragan and Gingin, metamorphic rock - Shires of Chittering and Toodyay)

CARRIED

(d) <u>Energy and Power Outages</u> (Item 11.7)

The March Meeting referred for discussion by the Executive Committee the supply of energy and power and the effect of outages on water supply.

The June meeting of the Executive Committee considered the matter and requested the Water Corporation to quantify the effect of power outages on water supply.

#### RECOMMENDATION

For Noting

Mr T Bodycoat commented -

- Every town has a different level of service.
- Generally elevated tanks are provided in towns to give a buffer for power outages.
- Incidents which take out power can also take out water infrastructure not necessarily just pipelines.
- Measures such as backup generators are in place for towns if the power goes out.
- For towns the Water Corporation carts water and supplies bottled water were necessary.
- Farmland services and services by agreement require two days water is to be stored on site as the Water Corporation cannot guarantee water supply during power outages.
- Waste water is dependent on power.
- Happy to follow up any specific incidents.

#### (e) <u>Other</u>

No other matters were brought forward.

#### 6 REPORTS

#### 6.1 <u>Water Corporation Report</u>

Presentation of the Water Corporation's report.

#### RECOMMENDATION

That the Water Corporation's report be received.

Mr A Bodycoat presented the Water Corporation's report.

Cr R Della Bosca asked if a list of dams can be provided. Mr Bodycoat replied that he will circulate.

#### At this time Item 6.4 Members of Parliament was brought forward.

Hon Steve Martin MLC commented on the review of Water legislation. He suggested that the Group request a briefing from the Department of Water and Environmental Regulation as to what is intended under the new legislation and who pays for what. He pointed out that once the legislation gets into Parliament it will be too late to amend.

Cr R Madacsi asked what Water acts were being reviewed. Hon S Martin replied that six water resource management Acts were being consolidated into one; some of these acts are quite old and terminology is to be modernised, but he is concerned as to what this means.

The Chair thanked Hon S Martin for his input.

Hon S Martin MLC and Cr R Madacsi left the meeting at 10:53 am.

#### Discussion on Item 6.1 Water Corporation Report was resumed.

Mr L Short requested clarification on comment that there were 40 desalination plants on farms. He thought that Mr Richard George in his presentation to the March 2021 meeting had referred to 1,100 in the Wheatbelt. Mr Bodycoat replied that he believed Mr George's comment referred to roaded catchments. He would follow up with Mr Nick Callow, University of WA, for a report to the October meeting.

Mr L Short asked if the new water legislation would affect how the Water Corporation operates. Mr Bodycoat replied that he was not privy to this information.

#### RESOLUTION

Mark Crees moved and Lawrie Short seconded – That the Water Corporation's report be received.

#### CARRIED

#### 6.2 Department of Water and Environmental Regulation Report

Presentation of the Department of Water and Environmental Regulation's report.

#### RECOMMENDATION

That the Department of Water and Environmental Regulation's report be received.

Ms T Calvert presented the Department of Water and Environment Regulation's report (attached).

Cr T Sachse referred to the cost of reroofing the AA tank in Mukinbudin compared to the tension net system being trialled by the Shire of Perenjori. Ms Calvert replied that the Shire of Perenjori has put out a tender for the netting option and is waiting to see what will come in. Once costs are known it will guide future works.

#### RESOLUTION

Mark Crees moved and Ross Della Bosca seconded – That the Department of Water and Environmental Regulation's report (as attached) be received. CARRIED

#### 6.3 Region Reports

Presentation by delegates of region reports.

#### Dandaragan & North Miling (Lawrie Short)

Having experienced a very hot Summer with follow up rains probably 150 mm at times over both places. The affect at Dandaragan has been to invigorate the perennials, particularly as they were mowed and baled pre rains as their hay is valued by the equestrian fraternity.

The Dandaragan soils are sandy loam with good undulating Redgums, Blackbutt on higher landform and York gum in clay gravel and Eucalyptus rudis in wet lands down stream of well flowing springs. The North Miling soils have a higher clay horizon probably at average 1.5 m depth in slightly undulating yellow loamy sands (some Conifer spp) with swale lakes appearing after recent Autumn rains and one historical permanent lake for domestic and orchard use.

Seeding went well at North Miling with only one sandy bog of the big Johnny reported to me. Last season lambs have sold well, with a good drop this year, I saw about 30 sets of twins in one small mob. All spraying and spreading finished and we have the dogs (2) as boarders for the next two weeks as the call of Shark Bay and fishing spots South of there has meant the family had to answer the call.

Lake Grace (Ross Chappell) Rainfall -

February	3.5 mm		
March	40 mm	43.5 mm	The bulk of that coming at the end of March
April	4 mm	47.5 mm	
May	47 mm	90.5 mm	From mid may onwards
June	61 mm	151 mm	From the 9 <sup>th</sup> onwards

Since the March report we ended up with good rain in the second half of March which was good for those that had started seeding but by early May it had started to get fairly dry especially if you were seeding into pasture paddocks. Most people had finished seeding by the end of May with a few that finished up early June. The cereal crops seem to have germinated well but some canola not so well with that dry spell. The crops seem to be progressing quite well at the moment with the good rains through June but there are quite a few wet patches with boom spray operators cautious were they go.

The early morning temperatures have dropped down 1 & 2 degrees and some of the day time to 12 to 16 degrees.

There was a good germination of green feed for stock but that also struggled with the dry spell. It seems to have recovered now, perfect if you are lambing at the moment.

Not a lot of natural run off of water but cleaned up catchments will be running water.

We had a couple of twisters go through one on Sunday 22 and Monday 23 May. They did some structural damage on farms and up rooted trees and there were some reports of heavy rain anything up to 40 mm.

#### Shire

Preparing for this year's budget but also trying to get projects finished. As with all Shires and businesses the short supply of materials and labour is drawing out the finishing time for many of them. The moisture has been good for getting roads graded and re-sheeting done.

The CEO is still working with the Department of Water to capture more water and upgrade tanks etc. CBH are looking at another big harvest, may be another 20 million tonnes, and have already approached the Shire in regards to extra storage sites. As Lake Grace has a fast turnaround for loading trains a lot of grain has been trucked into Lake Grace especially from the Newdegate Field Day site as the Field Day fast approaches. The Newdegate community are also busy preparing for their 100 years celebrations being held 24 to the 26 September.

Lake Grace Football Club hosted this year's BIG FREEZE event when they played Boxwood Hills on 28 May; once again well supported. Then on Saturday 18 & Sunday 19 June Lake Grace hosted the Great Southern Football Carnival (Colts Carnival) celebrating it's 100 Years and Saturday 6 August the Lake Grace Football Club will celebrate 100 Years when they play their old rivals Newdegate.

#### Mount Marshall (Tony Sachse)

At the time of writing the 2022 Year to Date rainfall has been Decile 8-9 with some parts of the Shire recording over 200 mm so far. Surface water flows have filled farm dams in most parts. This will help reduce demand for Water Corporation water for the purpose of watering stock over the upcoming summer.

There do not appear to have been any significant supply outages involving Water Corporation meter delivery since our last meeting.

Mark Holland, Head of Projects – Grower Group Alliance for the South-West WA Drought Resilience Adoption and Innovation Hub presented at the recent WALGA Great Eastern Country Zone (GECZ), of which the Shire of Mount Marshall is a member. The hub is funded by the Federal Government's \$5 billion Future Drought Fund. The hub has begun implementing activities such as the collaborative \$4 million WaterSmart Dams initiative, which is jointly funded by the Future Drought Fund and the Government of Western Australia. Mark's address discussed the South West of WA climate, the Hub Geographical area, actions to date and future directions.

Andrew Ducas from the Water Corporation also presented at the WALGA GECZ on operations. Andrew's talk was wide ranging and very informative for the 16 Local Governments in the Zone.

#### Toodyay (Rosemary Madacsi)

Protracted dry weather to April produced a Northam KBDI reading of 180 mm, well above the five year average of 10-80 mm. Despite a good and reasonably even rainfall distribution in June, it was well below average. This was evident in the July KBDI of 100 mm, which showed soil saturation is still low and much drier than the five year average.

Community Water Supply grants for the Shire's 2022 water sustainability program were realized with the February delivery of four 47,000 L water tanks - three asset renewal tanks for Morangup and Coondle East and West and one to increase capacity at Julimar. A 27,000 L tank was repurposed to increase Morangup's capacity, all filled from rainwater hubs.

Pressurised water delivery was completed in March at the Julimar Fire Station which will provide for fire and Shire works crews. The Shire is expecting delivery of five more 47,000 L tanks - one asset renewal, three for new sites and one for capacity increase, during April to May.

The 2021 installed eftpos operated community standpipe suffered from protracted heat and a component failure on January 21, leaving the community without domestic water access until March 11. A hybridized more heat resistant part was supplied for \$11,000. Shading is intended for the unit.

A water sustainability report is intended to examine the feasibility of town wastewater reuse and a water treatment return pipe to reduce scheme water demand.

#### Victoria Plains (Pauline Bantock)

- Gillingarra Water Supply Working with DWER & DPLH regarding the ownership and management rights of the community water supply, with the Gillingarra Sport and Recreation Club and the surrounding landholders who host the water source & infrastructure currently involved in a Supreme Court writ.
- Mogumber Water Supply The Shire has completed an upgrade of the water pipe from the elevated tank to the emergency water supply standpipe to ensure fast flow of water for fire emergencies. With a source of water no longer directly linked to the elevated tank, water is trucked in to refill the supply and the new pipe also aids the refilling process. The Shire continues to investigate water source options and is lobbying for funding to achieve a sustainable supply to Mogumber.
- Piawaning Water Supply The Shire has undertaken a major overhaul of the Piawaning desalination plant and installed swipe card access. This has improved operational efficiency and reduced the sudden usage of large quantities of water. The plant is monitored remotely by a qualified desalination expert. The 6 month trial of the swipe card access has been extended to gain further data on water usage under the new arrangements.
- Calingiri: Gouge Road Standpipe and Parker Road Bore Installation of swipe card access through the national water grid scheme.
  - Other issues that Shire needs to address include:
    - The Bolgart Water Supply.
      - Water supply for major roadwork projects.
      - Calingiri Water Corporation Supply.
    - Yerecoin/Piawaning Water Corporation Supply.
- CEO and management team are now in the process of developing a water strategy.

#### RECOMMENDATION

That Region Reports be received.

#### Resolution

Ross Della Bosca moved and Lawrie Short seconded – That Region Reports be received.

CARRIED

#### 6.4 <u>Members of Parliament</u>

Brief comments by Members of Parliament.

Dealt with earlier.

#### 6.5 <u>Other</u>

No other matters were brought forward.

7	FINANCE				
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#### 7.1 Financial Reports

Statement of Receipts and Payments for the period 1 January 2022 to 30 June 2022 (attached). The Group's current cash balance is \$3,914.73. Invoices for 2022 membership fees will be issued in the near future.

#### RECOMMENDATION

That the financial report for the period 1 January 2022 to 30 June 2022 be received.

#### RESOLUTION

Eileen O'Connell moved and Denese Smythe seconded – That the financial report for the period 1 January 2022 to 30 June 2022 be received.

CARRIED

#### 7.2 Accounts for Payment

The following accounts are presented for payment -

Payee	For	<u>Amount</u>
Accounts to be Paid		
R W & S Dew	Secretarial Service March 2022 2021 to July 2022	1,471.25
	TOTAL (including GST)	\$1,471.25

RECOMMENDATION

That the accounts as listed above, totalling \$1,471.25 be passed for payment.

RESOLUTION

Lawrie Short moved and Denese Smythe seconded –

That the accounts as listed above, totalling \$1,471.25 be passed for payment. CARRIED

#### 8.1 Invitation to Local Governments

At its June meeting the Executive Committee requested that an invitation be extended to non-member local governments surrounding Cunderdin to attend this meeting. Invitations to attend and discuss water issues in their district were sent to the Shires of Cunderdin, Wyalkatchem, Tammin, Quairading, Beverley, Trayning, Kellerberrin, Bruce Rock and Northam.

#### RECOMMENDATION

For information

The Chair acknowledged the attendance of representatives from the Shires of Cunderdin and Quairading and apology from the Shire of Wyalkatchem.

#### 8.2 <u>Meeting with Minister for Water</u>

At its June meeting the Executive Committee recommended that an invitation be extended to the Minister for Water to attend a meeting of the Rural Water Council in February/March 2023. In extending an invitation to the Minister consideration will need to be given to issues to be discussed and a venue.

The Minister last meet with the Group on 30 January 2020. The meeting was held at the Bilya Koort Boodja Centre in Northam.

#### RECOMMENDATION

- (a) That an invitation be extended to the Minister for Water to attend a meeting of the Rural Water Council in February/March 2023.
- (b) That Hon Darren West's assistance be requested in arranging a meeting with the Minister for Water.
- (c) That the Executive Committee arrange a suitable venue.

#### RESOLUTION

Mark Crees moved and Eileen O'Connell seconded -

- (a) That an invitation be extended to the Minister for Water to attend a meeting of the Rural Water Council in February/March 2023.
- (b) That Hon Darren West's assistance be requested in arranging a meeting with the Minister for Water.
- (c) That the venue be the Water Corporation's Office in Cunderdin.

CARRIED

9 URGENT BUSINESS (as permitted by the Presiding Member)

#### 9.1 <u>Water Legislation Reform</u>

RESOLUTION

Denese Smythe moved and Pauline Bantock seconded -

That a briefing be sought from the Department of Water and Environmental Regulation on the modernisation of water resources management legislation and the consolidation of six current water resource management Acts into one.

#### 10 DATE, TIME AND PLACE OF NEXT MEETING

Future meetings are scheduled for –

- Friday 21 October 2022
- Friday 17 March 2023
- Friday 7 July 2023
- Friday 20 October 2023

At its June meeting the Executive Committee considered the offer from the Shire of Toodyay to host the October 2022 meeting. The Executive Committee recommended that the offer be accepted.

The meeting may care to consider the suitability of the Water Corporation's Cunderdin Office Conference Room for future meetings.

#### RECOMMENDATION

That the next ordinary meeting of the Rural Water Council be held Friday 21 October 2022 and, subject to COVID-19 safe requirements, be hosted by the Shire of Toodyay.

The meeting noted that the date and time of the March 2023 meeting will need to be flexible depending on the availability and attendance of the Minister for Water.

The meeting noted the suitability of the Water Corporation's Cunderdin office for future meetings.

#### RESOLUTION

Mark Crees moved and Pauline Bantock seconded – That the next ordinary meeting of the Rural Water Council be held Friday 21 October 2022 and, subject to COVID-19 safe requirements, be hosted by the Shire of Toodyay. CARRIED

#### 11 CLOSURE

There being no further business the Chair thanked delegates, observers (particularly those from the Shires of Cunderdin and Quairading) and presenters for their attendance and declared the meeting closed at 11:32 am.

CERTIFICATION	
These Minutes were confirmed by the meeting held on	
Signed:(Chairman of meeting at which the Minutes were confirmed)	

#### REPORTS

#### DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION

#### **Rural Water Planning Update**

The Rural Water Planning program targets the State's dryland agricultural regions which receive less than 600 millimetres of annual rainfall. Those without access to a reticulated water service are given priority as these areas are the most vulnerable to serious water deficiencies.

#### Water Deficiency Declarations

Despite above average rainfall across most of the dryland agricultural area, hot and windy conditions in the south eastern (Esperance) area have depleted on-farm water supplies for livestock needs. As of March 1 2022, Salmon Gums and Grass Patch were declared water deficient by the Minister for Water. Registered farmers accessed their allocated water via standpipe swipe card systems.

The area is currently at decile 9 and due to above average rainfall in April, there was sufficient on-farm livestock water to meet livestock drinking water needs. Planning for revocation of the water deficiency declarations is in progress.

The Shire of Merredin Completed	MerredinCompletedirrigation of public open spaces. The non-potable pipir extended to the town cemetery site and a new 362 kilo storage tank has been installed. Extending the non-po- network will replace scheme water to irrigate the garder scheme cost savings will result in approximately \$8000 completion.	
		An evaporation trial was also undertaken using a polymer spray over one of the town dams. Two open tanks were used as a control. One tank with no polymer and one with polymer spray . While the technique maybe successful to a certain extent the observed water loss between the two tanks was minimal.
The Shire of Mukinbudin Progressing	\$100,000 Lay 15 kilometres of pipe from the 200,000 kilolitre capacity Barl Dam to the town of Mukinbudin. The dam, fed by a large rock catchment has been recently handed over from Water Corporati will reliably provide an additional 90,000 kilolitres to irrigate the s facilities and public open spaces. Pipe has been purchased and and Water Corporation confirming water access agreements.	
The Shire of Wyalkatchem Project completed	e Shire of valkatchem bject \$100,000 This project component aims to address poor drainage issu associated with the 693,603 square metre eastern catchme flows to the town's non-portable community dam that is in p	
Wyalkatchem iss Project ch completed		This project component aims to also address poor catchment drainage issues including flooding in sections of Railway Terrace recontouring channels to the town's non-potable community dam. The catchment channels will be upgraded and realigned to optimise runoff into the town dam.

#### Community Water Supply program 2020/21 Round

Гт		
The Shire of Chapman Valley Project completed	\$100,000	Upgrade the 30 year old pump and pipe infrastructure from the Rockwell bore to improve supply of non-potable water to the Yuna townsite. Twelve kilometres of new pipework will be installed from the bore to Yuna and fitted with a new submersible pump system. Additional solar panels will be installed to increase the capacity of the network to deliver more water to Yuna. A new 132 kilolitre capacity tank will be installed at the sporting facilities.
The Shire of Toodyay Project completed	\$79,818	This project builds on the Shire's previous works undertaken to enhance storage and access to emergency firefighting water across the Shire. The project will focus on four fire brigade sites and boost the stormwater harvesting systems. Storage capacity will be enhanced at each site where combined storage capacity will increase by 775 kilolitres. The additional water storage and pump system upgrades will secure an emergency non-potable source for firefighting and reduce the reliance on the Shire's limited scheme water supplies.
The Shire of Jerramungup Project completed	\$87,174	Project will boost the non-potable emergency water supplies in the Boxwood Hill area of the Shire which in recent years has experienced well below average rainfall. A new 15,000 kilolitre capacity dam on the old rock quarry site at Boxwood Hill. The supply will provide an important non-potable water supply to supplement the existing irrigation dam that is becoming increasingly unreliable due to salt seepage. The source will also boost the emergency water supply network in the Gairdner area that has experienced water deficiencies and provide a back-up emergency livestock drinking water.
The Shire of Plantagenet Project completed	\$94,031	Project will further boost their non-potable supplies in Mount Barker to irrigate the expansive Sounness Park Recreation Precinct and Frost Park Oval. A new 35,000 kilolitre capacity dam with be constructed at the turf club training track. The dam will be linked to the existing 30,000 kilolitre capacity dam through a new pump and pipe system.
The Shire of Gnowangerup Project Completed	\$100,000	Project will build a 12,000 kilolitre capacity dam at the Gnowangerup airstrip. There is an existing 10,000 kilolitre dam that captures water off the runway and surrounding reserve however this is inaccessible and regularly overflows. Connection between the two dams will increase total capacity to 22,000 kilolitres. A solar pump system will be installed to transfer water between dams and a generator will serve as a backup power system. Two 250 kilolitre capacity tanks will be installed and a road created for farmers and the fire brigade to access the tanks.
The Shire of Lake Grace Project Completed	\$100,000	Project will upgrade two Agricultural Area dams north of Newdegate town. Recently handed over to the Shire from the Water Corporation, the Lake Biddy dams will be desilted, the dam batters and inlets will be upgraded and stabilised with rock pitching. Half of the large 44 hectare catchment will be upgraded to optimise runoff to both dams and the system will be equipped with a 250 Kilolitre capacity tank and solar pump system.

#### 2020/21 AA Dams and Strategic Community Water Supplies Program of Works (as at 28 June 2021)

Department of Water and Environmental Regulation - Rural Water Planning undertakes works to provide strategic off-farm water supplies for general farm use in areas of the dry land agricultural region of the south-western Australia that receives less than 600 mm of annual rainfall.

The focus of the program of works is to maintain, develop and upgrade Strategic Community Water Supplies in areas with a history of water deficiency or where on-farm and non-potable community water supplies are unreliable and unable to meet the needs of local landholders or the community.

The 2021/22 Program of Works invested in 31 sites/projects across 11 shires

2018/19	\$427,558.39
2019/20	\$1,061,079.60
2020/21	\$623,103.21
<mark>2021-22</mark>	<mark>\$331,463.43</mark>
Total	\$2,443,205.50

2021/22 financial year - A number of projects including:

- Mukinbudin Dootanning new roof to control evaporation
- Lake Grace Sugg Rock rock catchment channel upgrades/clean out
- Lake Grace Burngup Railway dam catchment channels
- Gnowangerup Town dam 1 channel upgrades and new pump system
- Kondinin Allen Rock Bore new tank, plumbing and electrics
- Kondinin King Rocks new tanks (now a bank of 5 tanks)
- Kulin Repairs to Holt rock pipeline.
- Sundry other works

#### National Water Grid Connections Funding projects (2 yr projects to be finalised June 2023)

#### 1. 2021/22 Community Water Supply partnership program

**NOTE:** (Please contact Renae Thorpe renae.thorpe@dwer.wa.gov.au or Bonny Dunlop-Heague bonny.dunlop-heague@dwer.wa.gov.au if you are interested in applying for a Community Water Supply Grant or require further information).

The Community Water Supplies Partnership Program Partnership with Local Government is one of nine successful Western Australian State Government water infrastructure projects under \$5 million.

The project will focus on partnering with Shires in the dryland agricultural area of Western Australia that receive less than 600 mm annual average rainfall. The project will run several project rounds/expressions of interest over the two-year project period.

The project \$3.2 million 50% co-funding contribution between the State and Commonwealth **Government.** Up to \$100,000 is available for each project that requires a further 30% co-contribution of the total project value from the partnering shire.

#### <u>Outputs</u>

- Build the water security of rural communities and towns now and into the future;
- Improve emergency water supplies for farmers and firefighting;
- Provision of standalone emergency firefighting is becoming more important as a result of continued drying conditions and the occurrence of more frequent wild fires. Non-potable water infrastructure projects will reduce the reliance on potable scheme water that is often compromised by power outages.
- Contribute to public and social amenity and boost rural community wellbeing through provision of water to irrigate and maintain green public open spaces;
- Build resilience in farming communities to combat climate change; and
- Assist during periods of drought, especially where farmers experience on-farm livestock and agricultural water deficiencies.

#### Approved projects 2021/22 Round 1

			Total Grant	
Year	Shire	Project Description	value (co- funded)	Project status
2021/22	Boyup Brook	The Shire of Boyup Brook has applied for funding to build drought resilience and security by installing 5.6 km of 75 mm pipe to connect an unused Water Corporation town dam reservoir to the non-potable community water storage dam.	\$100,000	Delayed
		The pipeline will transfer 100 kilolitres per day of non-potable water from the old town supply dam via gravity flow which will deliver approximately 20 000 kilolitres per year. The non-potable water will be used to irrigate ovals, tennis courts, Flax Mill caravan park, recreation areas, parks and gardens.		
		This will increase public amenity and water storage capacity in the town of Boyup Brook. It is estimated the project will reduce scheme water use by about 9 500 kilolitres per year resulting in annual cost savings of \$25 000.		
2021/22	Brookton	The Shire of Brookton has applied for funding to reduce the reliance on scheme water and derive as much benefit as possible from their licenced non-potable bore.	\$54 840	Completed
		A new 200 kilolitre water tank will be installed as well as motorised valves linked to sensors to remotely control water transfer. The new tank will double the current bore water storage capacity. A new pump will connect the existing main tanks to deliver stored water to the network and an overflow control system will be connected.		
		Once completed the Shire will have a system that allows better control of water distribution from the Happy Valley non-potable bore. The extra storage will ensure water is available at all times specifically in situations of emergency such as bushfires and extended dry periods.		

2021/22	Dumbleyung	The Shire of Dumbleyung has applied for funding to improve the stormwater runoff into the main Dumbleyung 33 megalitre capacity town dam.	\$72,746	On Track
		Works will include repairs to the inlet to the dam and upgrade and repairs to sections of the inflow channel. Stormwater capture will be optimised further by raising the overflow level in the rock and cement bunding which will increase the water holding capacity of the 10 megalitre stormwater capture dam that feeds the main town dam.		
		The project will reduce the Shire's scheme water use and result in annual cost savings of approximately \$20 800. A 305 kilolitre capacity tank will also be installed to provide a backup emergency water supply for livestock and firefighting needs.		
2021/22	Kulin	The Shire of Kulin has applied for funding to enhance, protect and monitor non-potable water supplies in the Kulin Shire.	\$86,286	Completed
		The project will include the installation of standpipe controllers and card readers at three strategic community water supplies including Dudinin dam, Kulin dam and Henderson Road bore.		
		The project will also include reconstruction of Pingaring East dam and include upgrades to the catchment and the installation of a 120 000 kilolitre capacity tank.		
		The Dudinin dam catchment will also be upgraded and the Henderson Road bore will be fenced off to provide added security.		
2021/22	Narrogin	The Shire of Narrogin has applied for funding to capture storm water off Narrogin's 171.3 hectare townsite catchment area which will harvest up to 147.7 megalitres of water per year.	\$100,000	On Track
		The project will divert stormwater flows to a new storm water harvesting catchment dam.		
2021/22	Perenjori	The Shire of Perenjori has applied for funding to develop two bore sites to provide water sources for rural fire fighting services and rural road maintenance works.	\$99,987	On Track
		The work will include the construction of two bores, installation of a 200 kilolitre capacity water tank and pump at each site, on the eastern side of the Perenjori shire.		
		The water will also irrigate the local campground and be made available for livestock in in dry periods.		

2021/22	Trayning	The Shire of Trayning has applied for funding to reduce the Shire's reliance on scheme use making the Shire more self-sufficient.	\$50,000	Completed
		Works will include realignment and upgrades to the 645 hectare catchment that feeds the Trayning town site twin dams that have a combined capacity of approximately 42 megalitres.		
		Both dams will be refurbished that feeds to two existing 200 kilolitre capacity tanks that were installed with standpipe facilities under a previous Community Water Supply Project.		
2021/22	Williams	The Shire of Williams has applied for funding to provide a permanent source of non-potable water for community use. The project includes connection to an existing bore that is estimated to deliver 50 kilolitres per day of non-potable for emergency livestock drinking water.	\$49,025	On Track
		Two 250 kilolitre capacity tanks will be installed and connected to the bore for the farming community to access. The Shire has established an agreement with the Williams Golf Club Inc that owns the land to allow general community access to this water supply into the future.		
2021/22	Albany	The City of Albany has applied for funding to optimise capture of rainfall runoff off the Albany Leisure and Aquatic Centre 6 200 square metre roof to provide fit-for-purpose water for irrigation of sporting ovals and the centres toilet flushing systems.	\$62,000	Commenced
		The project will install two 250 kilolitre capacity tanks and associated pipework infrastructure. This fit-for-purpose water supply will provide a number of benefits to the community, while reducing the dependence on towns pressured scheme water supply.		
		It is estimated the project will reduce scheme water use by 3,120 kilolitres per year resulting in annual cost savings of \$19,000.		
Total			\$674,884	

Year	Shire	Project Description	Total Grant value (co- funded)	Project status
2021/22	Boyup Brook	The Shire of Boyup Brook has applied for funding increase and water security by installing two new 250 kL water tanks at the Flax Mill Precinct and upgrade the gutters to enable rainfall runoff to be captured off the large storage sheds.	\$75,687	Commenced
		This installation of the tanks will increase the Shire's capacity to capture and store non- potable water which will be made available for emergency off farm and firefighting purposes.		
		The project will increase public amenity as the water will also be used to irrigate the play areas around the precinct.		
2021/22	Bruce Rock (2 projects)	The Shire of Bruce Rock has applied for funding for two separate projects to increase the water capture availability of the two town turkey nest dams that have a total capacity of 50 500 kilolitres.	\$20,000 and \$10,000	Commenced
		Project one will desilt and upgrade the turkey nest dams and reshape the drainage channel that joins the two dams.		
		Project two is to undertake cleaning of the catchment drainage channels to the Bruce Rock town dams known as Circle and Square dams, that have a combined capacity of 64,000 kilolitres.		

The Project will also desilt and re-compact the square dam to increase capacity.

The upgraded dams will increase the fit-forpurpose water supply that irrigates the towns recreation centre oval and townscapes.

				1
2021/22	Moora (3 projects)	The Shire of Moora has applied for funding for related three projects that will greatly improve the recycled wastewater irrigation water supply scheme in the town of Moora.	\$100,000, \$100,000, \$67,210	Commenced
		The first project will replace the aging chlorine gas treatment system with an improved salt chlorination treatment system. Upgrading the system will improve water treatment management and reduce the safety risks associated with the current chlorine gas treatment system. The project will install a new salt chlorination system and associated fittings and supporting infrastructure.		
		Project two will stabilise the Moora town's wastewater storage dam walls. Strengthening the walls will ensure the dam continues to hold water and stop erosion that has been causing damage to nearby infrastructure. Once works are complete a new safety fence will be installed.		
		Project three will upgrade the old irrigation system that delivers the treated recycled water to the Moora town sporting ovals. The new automated system will improve management of recycled treated wastewater for irrigation and avoid the use of expensive scheme to maintain the towns sporting amenities.		
2021/22	Perenjori	The Shire of Perenjori has applied for funding to remove the collapsing old tin roof on the approximate 14,000 kilolitre capacity Caron community dam. The project will replace the roof with a new flexible evaporation tension net system. The project aims to showcase an innovative and cost-efficient method of limiting water loss through evaporation.	\$100,000	Commenced
		The dam is used for road construction and maintenance as well as for firefighting. The new evaporation control netting is estimated to increase current capacity by 12 700 kilolitres and avoid the high cost associated with scheme water use.		
		Funding of \$100 000 is recommended for the cost of removing the timber supports and tin roof structure, disposing of the materials and installing a new flexible evaporation tension net system.		

2021/22	Plantagenet	The Shire of Plantagenet has applied for funding to increase the town of Mount Barker's Frost Park Dam water holding capacity from 5000	\$75,371	Commenced
		kilolitres to 14 000 kilolitres.		
		The project complements a key objective in the Shire's 2020 Water Management Strategy to maximise the towns non-potable water supplies to reticulate the towns sport and recreational facilities and parklands.		
		The water from the dam will also be made available during dry periods for emergency farm and firefighting purposes.		
2021/22	Wandering	The Shire of Wandering has applied for funding to install three 109 kilolitre capacity steel water tanks and upgrade pipework and guttering to capture rainwater runoff off the town of Wandering's Community Centre's roof catchment.	\$39,907	Commenced
		The project will connect the tanks to the Community Centres ablution facilities and replace expensive scheme water to the toilets and shower, as well as irrigate the established Community Centre gardens.		
Total			\$588,175	

A further 11 projects (grant value \$1,016,324) are with the Minister for Water and are expected to be announced in coming weeks (Round 3). Details of these projects will be provided once approval process is complete.

#### 2. National Water Grid Connections Fund – Agricultural Area and Strategic Community Dams Project

The State Government has been successful in securing funding through the Connections funding round of the National Water Grid Authority National Water Grid Authority Connections Fund. The \$7.3 million (co-funded) Agricultural Area and Strategic Community Dams Project is one of nine successful Western Australian State Government water infrastructure projects under \$5 million.

The Agricultural Area and Strategic Community Dams Project is located in the dryland agricultural area of the South West of Western Australia. 70 sites have been selected in priority rural areas covering 37 Regional Shires.

The two year project will provide water security and build resilience in farming communities in the dryland (South West) agricultural region of Western Australia.

- Procurement process in progress.
- Projects to value of \$1,164,201 (complete, underway, scheduled, in planning)
- Agreements and approvals including vegetation clearing progressing.

#### Rural Water Council of WA (Inc)

#### STATEMENT OF RECEIPTS AND PAYMENTS FOR PERIOD 1 JANUARY 2022 TO 30 JUNE 2022

		Actual	Estimate
RECEIPTS		For Year	<u>For Year</u>
Membership			
Associations (@ \$300)	0.00		4,800
Individuals (@ \$150)	0.00	0.00	300
Interest Earned		0.00	0
TOTAL RECEIPTS		\$0.00	5,100
	_		
PAYMENTS			
Meeting Expenses			200
Secretarial Service		2,050.90	5,000
TOTAL PAYMENTS		\$2,050.90	5,200
	=		
CASH SUMMARY			
Opening Balance		5,965.63	5,966
Plus Receipts		0.00	5,100
		5,965.63	11,066
Less Payments		2,050.90	5,200
Closing Balance	_	\$3,914.73	5,866

#### **BANK RECONCILIATION**

Cheque Account Balance (as at 31/5/2022) (Westpac)	5,965.63
Plus Deposits made but not shown on Statement	0.00
	5,965.63
Less Cheques issued but not shown on Statement	2,050.90
Balance as per Cash Book	\$3,914.73

Robert Dew EXECUTIVE OFFICER

#### 8. DECLARATION OF INTEREST

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of <u>Financial</u> interest were made at the Council meeting held on **20**<sup>th</sup> **September 2022**.

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 <u>Closely</u> <u>Association Person and Impartiality</u> interest were made at the Council meeting held on **20<sup>th</sup> September 2022.** 

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 **20<sup>th</sup> September 2022.** 

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

Responsible Officer:	Bill Price, CEO
Author:	Jasmine Geier, Manager of Corporate Services
File Reference:	F1.3.3 Monthly Financial Statements
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.1 List of Accounts
Signature:	Officer CEO
	ter chill
During a status Damant	
Purpose of the Report	
-	
Executive Decision	Legislative Requirement
Background	

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

#### Comment

Attached is a copy of Accounts for Payment for the month of 30<sup>th</sup> September 2022. The credit card statements currently show: -

CEO

August 2022 \$2,941.34 associated with the purchase of 1049451 Cloud Anti Spam Recurring, Malwarebytes Endpoint Protection - Workstations, Servers & Anti Spam/Domain Microsoft 365 Business Standard Recurring, Microsoft 365 Business Standard Recurring Microsoft Office365 Business Standard Recurring - Diesel for Landcruiser, 100GB Skymuster Activ8me-Administration Office 100GB Skymuster Activ8me - CEO 100GB Skymuster Activ8me, Staff accommodation



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.



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

#### **Strategic Implications**

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



**Financial Implications** 

Expenditure in accordance with the 2022/2023 Annual Budget.



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OFFICER RECOMMENDATION	١S
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Simple Majority

That August 2022 accounts submitted to today's meeting on Municipal vouchers numbered from 4008 to 4012, and D/Debits from EFT5720 to EFT5780 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$729,172.38 be passed for payment.

Absolute Majority

### Attachment 9.1.1

## Shire of Westonia



## ACCOUNTS FOR PAYMENT 31 AUGUST 2022

#### List of Accounts Due & Submitted to Council August 2022/2023

Chq/EFT	Date	Name	Description	Amount	Bank	Туре
DD3512.1	31/07/2022	Aware Super - Accumulation	Payroll deductions	-4859.19	1	CSH
DD3512.2	31/07/2022	BT Panorama Super	Superannuation contributions	-373.09	1	CSH
DD3512.3	31/07/2022	C-Bus	Superannuation contributions	-1029.80	1	CSH
DD3512.4	31/07/2022	MLC Masterkey	Superannuation contributions	-255.58	1	CSH
DD3512.5	31/07/2022	Colonial Mutual Superannuation Pty Ltd	Superannuation contributions	-249.82	1	CSH
DD3512.6	31/07/2022	Rest Industry Super	Superannuation contributions	-79.12	1	CSH
DD3512.7	31/07/2022	AUSTRALIANSUPER	Superannuation contributions	-252.43	1	CSH
DD3512.8	31/07/2022	MLC Navigator Retirement Plan	Superannuation contributions	-121.21	1	CSH
DD3512.9	31/07/2022	HESTA	Superannuation contributions	-149.99	1	CSH
PAYROLL	01/08/2022	PAYROLL	Payroll Liability FE 31/07/2022	-32227.46	1	CSH
EFT5720	01/08/2022	Services Australia Child Support	Payroll deductions	-96.16	1	CSH
859	01/08/2022	WESTNET - WESTNET INTERNET PROVIDER FEE	WESTNET INTERNET PROVIDER FEE	-121.00	1	FEE
859	03/08/2022	FEE - BANK FEES	BANK FEES	-185.98	1	FEE
859	10/08/2022	FEE - BANK FEES	BANK FEES	-60.00	1	FEE
4008	11/08/2022	Water Corporation	Water Use & Service Charges	-105954.93	1	CSH
4009	11/08/2022	Synergy	Power Usage & Supply Charges	-971.83	1	CSH
4010	11/08/2022	HI-LO CONSTRUCTION	PW - Plumbing installation for Highway Construction Sample	-565.40	1	CSH
			Donga			
EFT5721	11/08/2022	Avon Waste	92 Domestic Rubbish Bins x 4 weeks	-1777.27	1	CSH
EFT5722	11/08/2022		Title Search	-27.20	1	CSH
EFT5723	11/08/2022	Merredin Telephone Service	Supply and install link to Works Super office from Shire	-1779.14	1	CSH
			building.			
EFT5724	11/08/2022		Employee Relations	-27361.41	1	CSH
EFT5725		AVN Northam Pty Ltd trading as Merredin Toyota	Parts & Repairs	-106.25	1	CSH
EFT5726	11/08/2022	Copier Support	Administration Photocopier Meter read - iR-ADV C5560i	-631.12	1	CSH
			28/6/22 to 26/7/22			
EFT5727		Toll Transport Pty Ltd	Freight Charges July 22	-193.80	1	CSH
EFT5728		Two Dogs Home Hardware	12x 600 x 600 Concrete Slabs for new Dongas	-323.88	1	CSH
EFT5729		GEF Great Eastern Freightlines	Freight Delivery of new Caravan Park Washing machine	-115.61	1	CSH
EFT5730	11/08/2022		Mainteneance Depot	-281.78		CSH
EFT5731		Westonia Tavern	Meals & Refreshments - Shire Council 21/07/22	-563.00		CSH
EFT5732		Liberty Oil rural Pty Ltd	Fuels & Oils	-18476.60	1	CSH
EFT5733		Wheatbelt Uniforms Signs & Safety	LGIS Golf Tournament	-3782.63	1	CSH
EFT5734		Rural Water Council Of WA (Inc)	Members Subscription 2022/2023	-300.00		CSH
EFT5735	11/08/2022	LGISWA	Insurance - Property Adjustment	-141.57	1	CSH

EFT5736	11/08/2022	Wheatbelt East Regional Organisation of Councils	Annual financial contribution to the Wheatbelt East Regional	-13200.00	1 CSH
			Organisation of Councils Inc		
EFT5737	11/08/2022	Great Southern Fuel Supplies	3X Boxes of Cartridge Grease split across 12 plant	-655.16	1 CSH
EFT5738	11/08/2022	Westonia Community Cooperative Limited	200 x Contestant Lunches (Thursday & Friday) - LGIS Golf	-4808.19	1 CSH
			Tournament		
EFT5739	11/08/2022	Asset Infrastructure Management Pty Ltd	Consultant Fee Expense	-16500.00	1 CSH
EFT5740	11/08/2022	Brownley's Plumbing & Gas	School Accomodation Project	-29868.30	1 CSH
EFT5741	11/08/2022	Sunny Industrial Brushware Pty Ltd	2x Tractor Broom 1pce - 1830mm x 1 1/4 Sq Drive x 20"	-1560.46	1 CSH
			o/diametre poly (Road Broom)"		
EFT5742	11/08/2022	Mech Tech Diesel Services Pty Ltd	Parts & repairs	-15951.72	1 CSH
EFT5743	11/08/2022	Australia Post	Bulk Mail Out	-88.66	1 CSH
EFT5744	11/08/2022	Ramsay Construction Pty Ltd	Health Officer Services for July 2022	-1595.00	1 CSH
EFT5745	11/08/2022	Great Eastern Country Zone of WALGA	Annual Subscription 1 July 2022 to 30 June 2023	-1650.00	1 CSH
EFT5746	11/08/2022	Elec Tech Diesel Services	Plant - Parts & repairs	-499.29	1 CSH
EFT5747	11/08/2022	Wessie Pty Ltd Atf: The Geier Family Trust	Roads Construction Council	-5447.75	1 CSH
EFT5748	11/08/2022	Betta Roads Pty Ltd	Roads Construction Council	-45144.00	1 CSH
EFT5749	11/08/2022	CORSIGN WA PTY LTD	12206 - Signage - Various signs as per quote	-530.20	1 CSH
EFT5750	11/08/2022	Combined Tyres Pty Ltd	Tyres & Tubes	-1672.00	1 CSH
EFT5751	11/08/2022	WA Contract Ranger Services P/L	Provision of Ranger Services incl travel 29/6/22 & 4/8/22	-418.00	1 CSH
DD3526.1	14/08/2022	Aware Super - Accumulation	Payroll deductions	-4848.44	1 CSH
DD3526.2	14/08/2022	BT Panorama Super	Superannuation contributions	-428.08	1 CSH
DD3526.3	14/08/2022	C-Bus	Superannuation contributions	-1082.56	1 CSH
DD3526.4	14/08/2022	MLC Masterkey	Superannuation contributions	-255.58	1 CSH
DD3526.5	14/08/2022	Colonial Mutual Superannuation Pty Ltd	Superannuation contributions	-249.82	1 CSH

DD3526.6	14/08/2022	Rest Industry Super	Superannuation contributions	-117.70	1	CSH
DD3526.7	14/08/2022	AUSTRALIANSUPER	Superannuation contributions		1	CSH
DD3526.8	14/08/2022	MLC Navigator Retirement Plan	Superannuation contributions		1	CSH
DD3526.9	14/08/2022	HESTA	Superannuation contributions		1	CSH
PAYROLL	15/08/2022	PAYROLL	Payroll Liability FE14/08/2022		1	CSH
4011	15/08/2022	Cash	Petty Cash Re-coup		1	CSH
EFT5752	15/08/2022	Services Australia Child Support	Payroll deductions		1	CSH
EFT5753	17/08/2022	Replica Furniture	Capital Purchase Stadium	-12303.40	1	CSH
EFT5754	19/08/2022	Geraghtys Engineering	Licences Plant		1	CSH
4012	25/08/2022	HI-LO CONSTRUCTION	Miantenance Shire Buildings & Houses	-8756.00	1	CSH
859		2VNET - 2VNET MONTHLY MAINTENANCE FEE	2VNET MONTHLY MAINTENANCE FEE	-578.95	1	FEE
EFT5755	25/08/2022	CP & CK LINDLEY	Roads Construction Council	-2155.49	1	CSH
EFT5756	25/08/2022	AVN Northam Pty Ltd trading as Merredin Toyota	Materials & Contracts Plant	-555.26	1	CSH
EFT5757	25/08/2022	Winc Australia Pty Ltd	Materials & Contracts Admin	-626.50	1	CSH
EFT5758	25/08/2022	Toll Transport Pty Ltd	Freight Charges August 2022	-44.97	1	CSH
EFT5759	25/08/2022	Westonia Bowling Club	LGIS Golf Tournament - Meals	-4000.00	1	CSH
EFT5760	25/08/2022	Centek Constructions	Purchase Of Land & Buildings - School Dongas	-46409.00	1	CSH
EFT5761	25/08/2022	Westonia Tavern	LGIS Golf Tournament - Accomodation		1	CSH
EFT5762	25/08/2022	Liberty Oil rural Pty Ltd	Fuels & Oils		1	CSH
EFT5763	25/08/2022	Ross's Diesel Service	Parts & Repairs		1	CSH
EFT5764	25/08/2022	LHAAC Local Health Authorities Analytical Committee	Analytical Expences		1	CSH
EFT5765	25/08/2022	Department of Fire & Emergency	ESL Payments to FESA		1	CSH
EFT5766	25/08/2022	Benara Nurseries	Maintenance Parks, Reserves & Playgrounds		1	CSH
EFT5767	25/08/2022	Extra Mile Writing	Purchase Land & Building - Wessy Garage/Sheds		1	CSH
EFT5768	25/08/2022	Chris Mitchell Earthworks & Landscaping Supplies	Maintenance Parks, Reserves & Playgrounds		1	CSH
EFT5769	25/08/2022	Westonia Community Cooperative Limited	LGIS Golf Tournament Expense		1	CSH
EFT5770	25/08/2022	Marketforce	Advertising - LG Vacancies		1	CSH
EFT5771	25/08/2022	Thompson Signs	Administration allocations Tourism & Area Promotions	-4213.00	1	CSH
EFT5772	25/08/2022	Ancor Electrical	Miantenance Quartz Street Aged Units	-244.20	1	CSH
EFT5773	25/08/2022	Wessie Pty Ltd Atf: The Geier Family Trust	Roads Construction Council	-9705.00	1	CSH
EFT5774	25/08/2022	Midland Mowers	Maintenance Parks, Reserves & Playgrounds	-3061.15	1	CSH
EFT5775	25/08/2022	CORSIGN WA PTY LTD	Traffic Sign Maintenance	-299.75	1	CSH
EFT5776	25/08/2022	Industrial Automation Group Pty Ltd	Water Supply Standpipes	-6466.90	1	CSH
EFT5777	25/08/2022	(A)POD Pty Ltd t/a Donovan Payne Architects	Purchase Land & Buildings - Kiosk/ablution	-9680.00	1	CSH
EFT5778	25/08/2022	Parnana Pikurtu Wildlife Sanctury Inc.	Fundraising - LGIS Golf Tournament	-541.45	1	CSH
DD3536.1	28/08/2022	Aware Super - Accumulation	Payroll deductions	-4919.43	1	CSH

DD3536.2	28/08/2022	C-Bus	Superannuation contributions	-1019.14	1 CSH
DD3536.3	28/08/2022	I/2022 BT Panorama Super     Payroll deductions       I/2022 MLC Masterkey     Superannuation contributions		-274.11	1 CSH
DD3536.4	28/08/2022			-240.94	1 CSH
DD3536.5	28/08/2022 Colonial Mutual Superannuation Pty Ltd Superannuation contributions		-235.19	1 CSH	
DD3536.6	28/08/2022	Rest Industry Super	Superannuation contributions	-181.69	1 CSH
DD3536.7	28/08/2022	8/08/2022 AUSTRALIANSUPER Superannuation contributions		-237.19	1 CSH
PAYROLL	29/08/2022	PAYROLL	Payroll Liability FE 28/08/2022		1 CSH
EFT5779	29/08/2022	2022 Services Australia Child Support Payroll deductions		-90.36	1 CSH
859	31/08/2022	TPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-9398.70	1 FEE
DD3491.1	07/07/2022	TELSTRA CORPORATION LIMITED	Telephone Use & Service Charges		1 CSH
EFT5780	31/08/2022	AUSPAN Group	Purchase of land & buildings Bowling Green	-107822.00	1 CSH
				-729172.38	

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 4008 to 4012, and D/Debits from EFT5720 to EFT5780 Inclusive of Department for Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$729172.38 submitted to each member of the Council on Thursday 22 September 2022, have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.

A

CHIEF EXECUTIVE OFFICER

#### 9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – AUGUST 2022

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

	Background		
[	Executive Decision	$\times$	Legislative Requirement
	r urpose of the Report		

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.



The Monthly Statement of Financial Activity for the period ending 31<sup>st</sup> August 2022 is attached for Councillor information, and consists of:

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

#### **Statutory Environment**

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

#### **Policy Implications**

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

#### **Strategic Implications**

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

 $\square$ 

#### **Financial Implications**

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



**Voting Requirements** 



Simple Majority

Absolute Majority

#### **OFFICER RECOMMENDATIONS**

That Council adopt the Monthly Financial Report for the period ending 31<sup>st</sup> August 2022 and note any material variances greater than \$10,000 or 15%.

# SHIRE OF WESTONIA

# MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the period ending 31 August 2022

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

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# STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2022

# **BY NATURE OR TYPE**

	Pof	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	vui.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,039,095	2,039,095	1,781,691	(257,404)	(12.62%)	
Revenue from operating activities							
Rates		1,111,900	1,107,200	1,107,205	5	0.00%	
Operating grants, subsidies and contributions		2,544,350	579,062	283,911	(295,151)	(50.97%)	▼
Fees and charges		1,046,050	154,524	199,608	45,084	29.18%	
Interest earnings		15,900	4,982	253	(4,729)	(94.92%)	
Other revenue		352,500	19,154	5,183	(13,971)	(72.94%)	▼
Profit on disposal of assets		156,007	13,082	0	(13,082)	(100.00%)	▼
		5,226,707	1,878,004	1,596,160	(281,844)	(15.01%)	
Expenditure from operating activities							
Employee costs		(1,198,050)	(190,296)	(198,975)	(8,679)	(4.56%)	
Materials and contracts		(729,900)	(170,919)	(190,240)	(19,321)	(11.30%)	
Utility charges		(529,250)	(132,476)	(109,043)	23,433	17.69%	
Depreciation on non-current assets		(1,716,000)	(285,982)	(315,335)	(29,353)	(10.26%)	
Insurance expenses		(170,700)	(48,494)	(64,629)	(16,135)	(33.27%)	▼
Other expenditure		(46,600)	(7,680)	0	7,680	100.00%	
		(4,390,500)	(835,847)	(878,222)	(42,375)	5.07%	
Non-cash amounts excluded from operating activities	1(a)	1,559,993	272,900	315,335	42,435	15.55%	
Amount attributable to operating activities		2,396,200	1,315,057	1,033,273	(281,784)	(21.43%)	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions		705,650	219,016	219,022	6	0.00%	
Proceeds from disposal of assets		445,000	445,000	0	(445,000)	(100.00%)	▼
Payments for property, plant and equipment and infrastructure		(3,698,340)	(382,527)	(386,878)	(4,351)	(1.14%)	
Amount attributable to investing activities		(2,547,690)	281,489	(167,856)	(449,345)	(159.63%)	
Financing Activities							
Transfer from reserves		90,000	90,000	0	(90,000)	(100.00%)	▼
Transfer to reserves		(551,250)	(551,250)	0	551,250	100.00%	
Amount attributable to financing activities		(461,250)	(461,250)	0	461,250	(100.00%)	
Closing funding surplus / (deficit)	1(c)	1,426,355	3,174,391	2,647,107	(527,284)	16.61%	•

#### **KEY INFORMATION**

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

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

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

# NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2022

# NOTE 1 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

#### (a) Non-cash items excluded from operating activities

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

Non-cash items excluded from operating activities	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals		(156,007)	(13,082)	0
Add: Depreciation on assets		1,716,000	285,982	315,335
Total non-cash items excluded from operating activities		1,559,993	272,900	315,335

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

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with <i>Financial Management Regulation</i> 32 to agree to the surplus/(deficit) after imposition of general rates.		Adopted Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 31 August 2022
Adjustments to net current assets				
Less: Reserves - restricted cash		(3,742,157)	(3,742,157)	(3,742,157)
Add: Provisions employee related provisions			235,422	235,422
Total adjustments to net current assets		(3,742,157)	(3,506,735)	(3,506,735)
(c) Net current assets used in the Statement of Financial Activity Current assets				
Cash and cash equivalents	2		5,442,456	5,077,045
Rates receivables			14,768	901,710
Receivables			313,364	387,439
Other current assets			19,458	19,308
Less: Current liabilities				
Payables			(266,198)	84,154
Provisions			(235,422)	(235,422)
Less: Total adjustments to net current assets	1(b)		(3,506,735)	(3,506,735)
Closing funding surplus / (deficit)		0	1,781,691	2,727,499

#### CURRENT AND NON-CURRENT CLASSIFICATION

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

#### NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2022

#### OPERATING ACTIVITIES NOTE 2 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
PETTY CASH and FLOATS	Cash and cash equivalents	870		870			NIL	On Hand
MUNCIPAL BANK ACCOUNT	Cash and cash equivalents	1,334,017		1,334,017		BankWest	Variable	Cheque Acc.
RESERVE FUND	Cash and cash equivalents	0	3,742,158	3,742,158		BankWest	Variable	Term Deposit
TRUST FUND CASH AT BANK	Cash and cash equivalents	0		0	41,522	BankWest	Variable	Cheque Acc.
Total		1,334,887	3,742,158	5,077,045	41,522			
Comprising								
Cash and cash equivalents		1,334,887	3,742,158	5,077,045	41,522			
		1,334,887	3,742,158	5,077,045	41,522			

#### KEY INFORMATION

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

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

- the asset is held within a business model whose objective is to collect the contractual cashflows, and

- the contractual terms give rise to cash flows that are solely payments of principal and interest.

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

		Total		Interest	Period
Corporate MasterCard	Transaction Summary	Amount	Institution	Rate	End Date
		Ş			
Card # **** **** **** *693					
Price, Arthur W	04104 - Refreshments - Drinks for Council Chambers	462.00	Institution         Rate         End Date           462.00         Bankwest         17.99%         31-Aug-1           211.97         102.73         46.66         42.53           422.53         82.99         434.15         492.03           465.59         36.30         50.00         46.77           446.62         46.62         46.62         46.62	31-Aug-22	
	Thank you Gifts to Organisers	211.97			
	08104 - school dongs - bins and toilet brushes	102.73			
	081084- School Donga Project - 2 x curtain rails	46.66			
	Various consumable items 2x 3 peice Setting for School Accommodation Units	442.53			
	Contempo Eyelet Curtain Silver	82.99			
	3x 300GB Internet Activ8me Sonic Speed Pack	434.15			
	Microsoft Office365 Business Standard Recurring 23/7/22 - 22/8/22 #1038283 MBAM manage	492.03			
	Microsoft Office365 Business Standard Recurring #1047021	86.59			
	Monthly Subscriptions 2Vnet - Exchange Online (Plan1) NCE/Monthly Recurring #1038203	36.30			
	Cloud Anti Spam Recurring - 104951	50.00			
	Microsoft 365 Business Standard Recurring #1038283	46.77			
	Monthly Subscriptions 2Vnet - Microsoft 365 Business Standard NCE/Recurring #1038283 Mo	446.62			
		2,941.34			

#### FOR THE PERIOD ENDED 31 AUGUST 2022

# NOTE 3 CAPITAL ACQUISITIONS

	Adopt	ted		
Capital acquisitions	Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Buildings	990,000	190,666	227,104	36,438
Furniture and equipment	197,000	28,828	14,437	(14,391)
Plant and equipment	677,000	0	0	0
Infrastructure - roads	1,764,340	145,533	145,337	(196)
Infrastructure - footpaths	70,000	17,500	0	(17,500)
Payments for Capital Acquisitions	3,698,340	382,527	386,878	4,351
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	705,650	219,016	0	(219,016)
Other (disposals & C/Fwd)	445,000	445,000	0	(445,000)
Cash backed reserves				
Reserve -Plant	(90,000)		0	0
Contribution - operations	2,637,690	(281,489)	386,878	668,367
Capital funding total	3,698,340	382,527	386,878	4,351

# Capital expenditure total

# Level of completion indicators

l In	0%	
	20%	
	40%	Percentage Year to Date Actual to Annual Budget expenditure where the
	60%	expenditure over budget highlighted in red.
	80%	
	100%	
dh.	Over 100%	

Level of completion indicator, please see table at the e

		····· ,				Mantanaa
		Account Description	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
			\$	\$	\$	\$
	Buildings					
<u>d</u>	08104	L&B- Rooms at School	50,000	25,000	96,841	71,841
	11204	L&B -Kiosk/Ablution Redevelop	90,000	24,000	32,243	8,243
	11303	L& B - Bowling Green Stadium	525,000	87,500	98,020	10,520
llha	11309	Bowling Green Redevelopment	255,000	42,500	0	(42,500)
liha	12218	Depot Shed - CAPITAL	40,000	6,666	0	(6,666)
liha	13216	Old Club Hotel Museum Project	30,000	5,000	0	(5,000)
			990,000	190,666	227,104	36,438
	Furniture & Equ	uipment				
ad l	07702	F&E - Other Health	10,000	1,666	0	(1,666)
ad l	08203	Purchase Furniture & Equipmer	10,000	1,666	0	(1,666)
all a	09232	F& E - Other Housing	5,000	832	0	(832)
4	11103	F&E -Chair of Stadium	20,000	3,332	11,185	7,853
llhu	11205	F&Et - Swimming Pools	50,000	8,332	0	(8,332)
affi	11503	F&E - Libraries	2,000	500	0	(500)
di la constante de la constante	11603	F&E - Walgoolan Wagon	10,000	2,500	1,274	(1,226)
llh.	13606	L&B - Wolfram Street Shed & Fi	60,000	10,000	1,978	(8,022)
llhu	14514	F&E Administration	30,000	0	0	-
di b			197,000	28,828	14,437	(14,391)
	Plant & Equipm	ient				
all -	12302	Purchase Plant & Equipment - F	125,000	0	0	-
all -	12305	Side Tipper & Dolly - CAPITAL	330,000	0	0	-
llh.	14213	Construction Supervisor Vehicle	122,000	0	0	-
llha	14520	CEO Vehicle - CAPITAL	100,000	0	0	-
liha			677,000	0	0	-
	Infrastructure-r	roads				
	12101	<b>Roads Construction Council</b>	868,500	98,533	98,533	0
affi	12103	MRWA Project Construction	570,840	6,000	5,764	(236)
di la constante de la constante	12104	Roads to Recovery Construction	325,000	41,000	41,040	40
lin.			1,764,340	145,533	145,337	(196)
	Infrastructure-f	ootpaths				
all a	12108	Footpath Construction	70,000	17,500	0	(17,500)
-						
lilla			70,000	17,500	0	(17,500)

Adopted

#### NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2022

				Budget				YTD Actual	
						Net Book			
Asset Ref. A	Asset description	Net Book Value	Proceeds	Profit	(Loss)	Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
B	Buildings								
S	Sales of 42 Jasper	45,200	85,000	39,776	0	0	0	0	0
P	Plant and equipment								
т	Fransport								
G	GTE Sidetippers	32,156	90,000	57,844	0	0	0	0	0
Т	Foyota Prado	68,485	70,000	1,515	0	0	0	0	0
C	Canter	21,852	40,000	18,148	0	0	0	0	0
c	Other property and services								
Т	Foyota LandCruiser - OWT	93,858	120,000	26,142	0	0	0	0	0
Т	Foyota Rav 4 - 02WT	27,418	40,000	12,582	0	0	0	0	0
		288,969	445,000	156,007	0	0	0	0	0

# NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2022

# OPERATING ACTIVITIES NOTE 5 RESERVE ACCOUNTS

**Reserve accounts** 

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Legislation									
Reserve -Long Service Leave	109,095	1,000	0	0	0	0	0	110,095	109,095
Reserve -Plant	1,002,357	20,000	0	0	0	(90,000)	0	932,357	1,002,357
Reserve -Building	1,093,858	5,000	0	260,000	0	0	0	1,358,858	1,093,858
Reserve -Communication/Information T	68,826	250	0	0	0	0	0	69,076	68,826
Reserve -Community Development	575,502	1,500	0	0	0	0	0	577,002	575,502
Reserve - Waste Management	122,031	500	0	0	0	0	0	122,531	122,031
Reserve -Swimming Pool Redevelopmer	403,248	8,000	0	50,000	0	0	0	461,248	403,248
Reserve -Roadworks	367,240	5,000	0	200,000	0	0	0	572,240	367,240
	3,742,157	41,250	0	510,000	0	(90,000)	0	4,203,407	3,742,157

# NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 JUNE 2022

### STATUTORY REPORTING PROGRAMS

	Ref	Adopted	YTD Budget	YTD Actual	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var
	Note	Budget	(a)	(b)	ć	0/	
Opening funding surplus / (deficit)	1(c)	\$ 2,039,095	\$ 2,039,095	\$ 1,781,691	\$ (257,404)	% (12.62%)	▼
Revenue from operating activities							
Governance		1,150	190	0	(190)	(100.00%)	
General purpose funding - general rates	6	1,490,150	1,203,832	1,202,677	(1,155)	(0.10%)	
Law, order and public safety		49,400	11,939	12,373	434	3.63%	
Health		53,300	8,882	1,054	(7,828)	(88.13%)	
Education and welfare		52,000	9,080	13,873	4,793	52.79%	_
Housing Community amenities		309,500 12,000	48,023 11,164	37,936	(10,087)	(21.00%)	•
Recreation and culture		1,971,700	337,417	11,041 19,235	(123) (318,182)	(1.10%) (94.30%)	
Transport		212,607	354,016	146,949	(207,067)	(54.30%)	
Economic services		600,700	60,117	109,328	49,211	81.86%	
Other property and services		474,200	52,360	41,694	(10,666)	(20.37%)	
		5,226,707	2,097,020	1,596,160	(500,860)	. ,	
Expenditure from operating activities							
Governance		(315,300)	(100,745)	(81,252)	19,493	19.35%	
General purpose funding		(41,500)	(6,734)	(4,586)	2,148	31.90%	
Law, order and public safety		(77,600)	(18,344)	(12,384)	5,960	32.49%	
Health				(10,690)			
		(130,900)	(21,806)		11,116	50.98%	
Education and welfare		(46,000)	(11,326)	(11,671)	(345)	(3.04%)	
Housing		(181,100)	(30,100)	(27,851)	2,249	7.47%	
Community amenities		(103,950)	(17,306)	(11,490)	5,816	33.61%	
Recreation and culture		(834,850)	(139,094)	(142,659)	(3,565)	(2.56%)	
Transport		(1,683,000)	(286,312)	(333,372)	(47,060)	(16.44%)	▼
Economic services		(1,035,100)	(194,066)	(171,208)	22,858	11.78%	
Other property and services		58,800	(10,014)	(71,059)	(61,045)	(609.59%)	▼
		(4,390,500)	(835,847)	(878,222)	(42,375)		
Non-cash amounts excluded from operating activities	1(a)	1,559,993	272,900	315,335	42,435	15.55%	
Amount attributable to operating activities		2,396,200	1,534,073	1,033,273	(500,800)		
nvesting Activities							
Proceeds from non-operating grants, subsidies and contributions	12	705,650	219,016	219,022	6	0.00%	
Proceeds from disposal of assets	7	445,000	445,000	0	(445,000)	(100.00%)	•
Payments for property, plant and equipment and infrastructure	8	(3,698,340)	(382,527)	(386,878)	(4,351)	(1.14%)	
· / · · · · · · · · · · · · · · · · · ·		(2,547,690)	281,489	(167,856)	(449,345)		
Amount attributable to investing activities		(2,547,690)	281,489	(167,856)	(449,345)		
inancing Activities							
Transfer from reserves	9	90,000	90,000	0	(90,000)	(100.00%)	▼
Transfer to reserves	9	(551,250)	(551,250)	0	551,250	100.00%	
Amount attributable to financing activities		(461,250)	(461,250)	0	461,250		
Closing funding surplus / (deficit)	1(c)	1,426,355	3,393,407	2,647,108	(746,299)	(21.99%)	•

#### **KEY INFORMATION**

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

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

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

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

#### NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 2022

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

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

Timing Variance Material Variance

		50	nequie 03 (	Seneral Pur	pose Fundi	ng	
_		<b>-</b>	Original				
Prog		Description	Budget	YTD Budget	YTD Actual	Var. \$	Var. %
	Income						
Oper	ating Exp	pense					
03	03100	ABC Costs- Rate Revenue	32,000	5,334	4,124	(1,210)	(23)%
03	03101	Rate Notice Stationery expense	500	84	81	(3)	(4)%
03	03102	Rates Recoverey - Legal Expenses	1,500	250	0	(250)	(100)%
03	03103	Valuation Expenses and Title Searches Exp	4,000	666	27	(639)	(96)%
03	03107	Rates Written-off	500	0	0	0	
			38,500	6,334	4,232	(2,102)	
Operation	ating Inc	ome					
03	03104	General Rates Levied	(1,107,200)	(1,107,200)	(1,107,205)	(5)	0%
03	03105	Ex-Gratia Rates Received	(4,700)	0	0	0	
03	03106	Penalty Interest Raised on Rates	(2,800)	(2,800)	(20)	2,780	(99)%
03	03109	Instalment Interest Received	(2,000)	(2,000)	(7)	1,993	(100)%
03	03110	Rates Administration Fee Received	(1,000)	(1,000)	(12)	988	(99)%
03	03112	Other Revenue	(500)	(500)	(240)	260	(52)%
			(1,118,200)	(1,113,500)	(1,107,484)	6,016	
Othe	r Genera	l Purpose Funding					
Oper	ating Exp	pense					
03	03210	Bank Fees Expense	3,000	400	354	(46)	(11)%
			3,000	400	354	(46)	
Oper	ating Inc	ome					
03	03201	Grants Commission Grant Received - Gen	(257,600)	(64,400)	(64,397)	3	(0)%
03	03202	Grants Commission Grant Received- Road	(103,000)	(25,750)	(30,570)	(4,820)	19%
03	03204	Interest Received	(11,100)	(182)	0	182	(100)%
03	03205	Other General Purpose funding received	(250)	0	(0)	(0)	
			(371,950)	(90,332)	(94,967)	(4,635)	
		TOTAL OPERATING EXPENDITURE	41,500	6,734	4,586	(2,148)	
		TOTAL OPERATING INCOME	(1,490,150)	(1,203,832)	(1,202,451)	1,381	
		=					

#### Schedule 03 General Purpose Funding

				ule 04 Gove	rnance		
Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %
Mem	bers Of	Council					
Oper	ating Exp	pense					
04	04100	Members Travelling Expenses paid	1,000	166	0	(166)	(100)%
04	04101	Members Conference Expenses	15,000	2,500	0	(2,500)	(100)%
04	04102	Council Election Expenses	500	82	0	(82)	(100)%
04	04103	President's Allowance paid	5,600	932	0	(932)	(100)%
04	04104	Members Refreshments & Receptions Exp	16,000	2,666	712	(1,954)	(73)%
04	04105	Members - Insurance	23,000	5,750	4,005	(1,745)	(30)%
04	04106	Members - Subscriptions	70,250	51,374	54,129	2,755	5%
04	04107	Members - Donation & Gifts	3,000	500	0	(500)	(100)%
04	04108	Members Telephone Subsidy Paid	1,200	200	0	(200)	(100)%
04	04109	Members Sitting Fees Paid	21,500	3,582	0	(3,582)	(100)%
04	04110	Consultant Fees Expense	45,000	7,500	0	(7,500)	(100)%
04	04111	Training Expenses of Members	3,000	500	0	(500)	(100)%
04	04112	Maintenance - Council Chambers	3,200	530	344	(186)	(35)%
04	04113	ABC Costs- Relating to Members	79,500	19,875	20,622	747	4%
04	04114	Audit Fees expense	23,000	3,832	0	(3,832)	(100)%
04	04118	Advertising	2,000	332	781	449	135%
04	04120	Public Relations/ Promotions	2,500	416	239	(177)	(43)%
04	04199	Depreciation - Members of Council	50	8	0	(8)	(100)%
			315,300	100,745	80,832	(19,913)	
•	ating Inc						
04	04121	Contributions, Reimbursements	(1,000)	(166)	0	166	(100)%
04	04122	Photocopying	(100)	(16)	0	16	(100)%
04	04124	Sale of Electoral Rolls	(50)	(8)	0	8	(100)%
			(1,150)	(190)	0	190	
		TOTAL OPERATING EXPENDITURE	315,300	100,745	80,832	(19,913)	
		TOTAL OPERATING INCOME	(1,150)	(190)	0	190	

# Schedule 05 Law, Order & Public Safety

			Original	-				
Prog	COA	Description	Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Fire F	Perventio	on						
Oper	ating Exp	pense						
05	05100	ABC Costs- Fire Prevention	24,000	4,000	2,062	(1,938)	(48)%	
05	05101	Bush Fire Control Maintenance Plant & Ec	10,000	1,666	305	(1,361)	(82)%	
05	05102	Bush Fire Control Maintenance Land & Bu	1,500	250	0	(250)	(100)%	
05	05103	Bush Fire Control	1,000	166	0	(166)	(100)%	
05	05104	Bush Fire Control Insurance	15,500	8,000	8,170	170	2%	
05	05112	Bush Fire Clothing, Training & Accs.	7,200	1,200	0	(1,200)	(100)%	
05	05113	Utilities Communication & Power	5,000	832	227	(605)	(73)%	
05	05114	Other Goods & Services	1,000	166	0	(166)	(100)%	
05	05199	Depreciation - Fire Prevention	7,400	1,232	1,240	8	1%	
			72,600	17,512	12,004	(5,508)		
Oper	ating Inc	ome						
05	05105	Income Relating to Fire Prevention	0	0	0	0		
05	05107	FESA Operating Grant	(31,000)	(7,750)	(8,964)	(1,214)	16%	
05	05108	Edna May MOU Emergency Services	(13,500)	(3,375)	(3,409)	(34)	1%	
)5	05111	FESA ESL Admin Fee	(4,000)	(666)	0	666	(100)%	
		_	(48,500)	(11,791)	(12,373)	(582)		
Capit	al Expen	se						
)5	5110	Purchase Plant Fire Prevention	0	0	0	0		
			0	0	0	0		
nim	al Contro	bl						
Dper	ating Exp	bense						
)5	05201	Animal Control - Ranger Expense	5,000	832	380	(452)	(54)%	
			5,000	832	380	(452)		
Dper	ating Inc	ome						
05	05202	Fines and Penalties - Animal Control	(100)	(16)	0	16	(100)%	
05	05203	Dog Registration Fees	(750)	(124)	0	124	(100)%	
05	05301	Income Relating to Other Law	(50)	(8)	0	8	(100)%	
		-	(900)	(148)	0	148		
		TOTAL OPERATING EXPENDITURE	77,600	18,344	12,384	(5,960)		
			(49,400)	(11,939)	(12,373)	(434)		
		TOTAL CAPITAL EXPENDITURE	(43,400)	0	(12,373)	(+2+)		
					Ű	0		

			Ordering				
Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %
Preve	entative	Services - Administration & Inspections					
Opera	ating Ex	pense					
07	07400	ABC Costs- Preventative Services - Admin	16,000	2,666	2,062	(604)	(23)%
07	07404	Analytical Expenses	400	66	360	294	445%
07	07406	Contract - EHO Expense	6,500	1,082	725	(357)	(33)%
			22,900	3,814	3,147	(667)	
Opera	ating Inc	ome					
07	07401	Income Relating to Preventative Services	0	0	0	0	
07	07407	Reimbursement	0	0	0	0	
			0	0	0	0	
Preve	entative	Services - Pest Control					
Opera	ating Ex	pense					
07	07500	Mosquito Control Preventative Services -	4,800	796	0	(796)	(100)%
			4,800	796	0	(796)	
Preve	entative	Services -Other					
Opera	ating Ex	pense					
07	07600	Ambulance Services - Other	2,600	432	0	(432)	(100)%
07	07601	Medical Rooms & Dr Expense - Other	9,000	1,500	609	(891)	(59)%
28	08600	ABC Costs- Other Welfare	40,000	6,666	2,062	(4,604)	(69)%
			51,600	8,598	2,671	(5,927)	
Opera	ating Inc	ome					
07	7602	2 Reimbursement WA County Health Servic	(3,300)	(550)	0	550	(100)%
			(3,300)	(550)	0	550	
Othe	r Health						
Opera	ating Ex	pense					
)7	07700	Nurse Practitioner Clinic	50,000	8,332	4,525	(3,807)	(46)%
)7	07799	Depreciation - Health	1,600	266	347	81	30%
			51,600	8,598	4,872	(3,727)	
Opera	ating Inc	ome					
07	07701	WAPHA /Other Funding	(30,000)	(5,000)	0	5,000	(100)%
)7	07703	User Pay Fee Nurse Practitioner Services	(20,000)	(3,332)	(1,054)	2,278	(68)%
			(50,000)	(8,332)	(1,054)	7,278	
Capit	al Exper	se					
07	07702	Purchase Furniture & Equipment - Other I	10,000	1,666	0	(1,666)	(100)%
		_	10,000	1,666	0	(1,666)	
		_					
		TOTAL OPERATING EXPENDITURE	130,900	21,806	10,690	(11,116)	
		TOTAL OPERATING INCOME	(53,300)	(8,882)	(1,054)	7,828	
		TOTAL CAPITAL EXPENDITURE	10,000.00	1,666.00	0.00	(1,666.00)	
		=					

#### Schedule 07 Health

# Schedule 08 Education & Welfare

			Original					- · ·
Pro	g COA	Description	Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Pre-	Schools							
Ope	rating Ex	pense						
08	08100	Expenses Relating to Schools	16,000	2,666	514	(2,152)	(81)%	
08	08101	Westonia Primary School	12,800	5,796	7,766	1,970	34%	
08	08199	Depreciation - School	9,200	1,532	2,891	1,359	89%	
		_	38,000	9,994	11,171	1,177		
Ope	rating Inc	come						
08	08103	Income Relating to Schools	(34,000)	(5,666)	(7,238)	(1,572)	28%	
08	08105	Rembursements	(13,000)	(2,164)	(3,204)	(1,040)	48%	
			(47,000)	(7,830)	(10,441)	(2,611)		
Сарі	tal Expen							
08	08104	Purchase Land & Buildings- Rooms at Sch	50,000	25,000	96,841	71,841	287%	
			50,000	25,000	96,841	71,841		
Oth	er Educat	ion						
Сарі	tal Expen							
08	08203	Purchase Furniture & Equipment	10,000	1,666	0	(1,666)	(100)%	
			10,000	1,666	0	(1,666)		
Age	l & Disab	led - Senior Citizens						
Оре	rating Ex	pense						
08		Seniors Activities	7,500	1,250	0	(1,250)	(100)%	
08	08402	Wheatbelt Agcare	500	82	500	418	510%	
			8,000	1,332	500	(832)		
	rating Inc							
08	08403	Income Relating to Aged & Disabled - Sen	(5,000)	(1,250)	0	1,250	(100)%	
			(5,000)	(1,250)	0	1,250		
		_						
		TOTAL OPERATING EXPENDITURE	46,000	11,326	11,671	345		
		TOTAL OPERATING INCOME	(52,000)	(9,080)	(10,441)	(1,361)		
		TOTAL CAPITAL EXPENDITURE	60,000	26,666	96,841	70,175		

Operation           09         0           09 <th>09101 09102 09103 09104 09105 09107 09108 09109 09201 09201 09211 ting Inc</th> <th>Staff Housing - ABC Costs Maintenance 20 Diorite St -Rental Maintenance 11 Quartz St - CDO/Plant Op Maintenance 42 Jasper St -Plant Operator Maintenance 37 Diorite St - Swimming P Maintenance 7 Quartz St - Plant Operator Staff House Costs Allocated to Works Depreciation - Staff Housing Maintenance 13 Pyrite Street -Plant Oper Maintenance 4 Quartz St - Senior Finance Maintenance 301 Pyrite Street - CEO <b>ome</b> Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operator Income 37 Diorite St -Plant Operator Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance</th> <th>Original Budget 24,000 4,850 18,800 3,000 4,500 (55,000) 27,400 5,450 7,300 12,300 (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100)</th> <th>YTD Budget 4,000 804 3,126 498 746 748 (9,166) 4,566 904 1,212 2,046 9,484 (1,666) (350) (350) (350) (350) (350) (350) (350) (350) (350)</th> <th>YTD Actual 2,092 1,233 538 3,321 308 2,075 (4,774) 9,207 460 450 346 15,255 (1,500) 0 (1,500) 0 (400) (400) (400) (400) 0 (400) 0 (400) (400) (400) 0 (400) (400) 0 (400) (40)</th> <th>Var. \$ (1,908) 429 (2,588) 2,823 (438) 1,327 4,392 4,641 (444) (762) (1,700) 5,771 166 350 (50) (50) (50) (50) (50) (50) (50) (5</th> <th>Var. % (48)% 53% (83)% 567% (59)% 177% (48)% 102% (49)% (63)% (63)% (63)% (83)% (100)% (100)% 14% 14% 14% (100)%</th>	09101 09102 09103 09104 09105 09107 09108 09109 09201 09201 09211 ting Inc	Staff Housing - ABC Costs Maintenance 20 Diorite St -Rental Maintenance 11 Quartz St - CDO/Plant Op Maintenance 42 Jasper St -Plant Operator Maintenance 37 Diorite St - Swimming P Maintenance 7 Quartz St - Plant Operator Staff House Costs Allocated to Works Depreciation - Staff Housing Maintenance 13 Pyrite Street -Plant Oper Maintenance 4 Quartz St - Senior Finance Maintenance 301 Pyrite Street - CEO <b>ome</b> Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operator Income 37 Diorite St -Plant Operator Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	Original Budget 24,000 4,850 18,800 3,000 4,500 (55,000) 27,400 5,450 7,300 12,300 (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100)	YTD Budget 4,000 804 3,126 498 746 748 (9,166) 4,566 904 1,212 2,046 9,484 (1,666) (350) (350) (350) (350) (350) (350) (350) (350) (350)	YTD Actual 2,092 1,233 538 3,321 308 2,075 (4,774) 9,207 460 450 346 15,255 (1,500) 0 (1,500) 0 (400) (400) (400) (400) 0 (400) 0 (400) (400) (400) 0 (400) (400) 0 (400) (40)	Var. \$ (1,908) 429 (2,588) 2,823 (438) 1,327 4,392 4,641 (444) (762) (1,700) 5,771 166 350 (50) (50) (50) (50) (50) (50) (50) (5	Var. % (48)% 53% (83)% 567% (59)% 177% (48)% 102% (49)% (63)% (63)% (63)% (83)% (100)% (100)% 14% 14% 14% (100)%
Staff H           Operation           09         0      09         0     <	ting Ex 09100 09101 09102 09103 09104 09105 09107 09108 09107 09108 09201 09211 ting Inc 09122 09123 09124 09125 09129 09130 09220 Housin ting Ex	Staff Housing - ABC Costs Maintenance 20 Diorite St -Rental Maintenance 11 Quartz St - CDO/Plant Op Maintenance 42 Jasper St -Plant Operator Maintenance 37 Diorite St - Swimming P Maintenance 7 Quartz St - Plant Operator Staff House Costs Allocated to Works Depreciation - Staff Housing Maintenance 13 Pyrite Street -Plant Oper Maintenance 4 Quartz St - Senior Finance Maintenance 301 Pyrite Street - CEO <b>ome</b> Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operator Income 37 Diorite St -Plant Operator Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	24,000 4,850 18,800 3,000 4,500 (55,000) 27,400 5,450 7,300 12,300 (10,000) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100)	4,000 804 3,126 498 746 748 (9,166) 4,566 904 1,212 2,046 (1,666) (350) (350) (350) (350) (350) (350)	2,092 1,233 538 3,321 308 2,075 (4,774) 9,207 460 450 346 <b>15,255</b> (1,500) 0 (400) (400) (400) (400) 0 (400) 0 (400)	(1,908) 429 (2,588) 2,823 (438) 1,327 4,392 4,641 (444) (762) (1,700) <b>5,771</b> 166 350 (50) (50) (50) (50) (50)	(48)% 53% (83)% 567% (59)% 177% (48)% 102% (49)% (63)% (63)% (83)% (100)% 14% 14% 14% (100)% 14%
09         0           09         0	09100 09100 09101 09102 09103 09104 09105 09107 09108 09201 09201 09121 09122 09123 09124 09125 09129 09130 09220 Housin ting Ex	Staff Housing - ABC Costs Maintenance 20 Diorite St -Rental Maintenance 11 Quartz St - CDO/Plant Op Maintenance 42 Jasper St -Plant Operator Maintenance 37 Diorite St - Swimming P Maintenance 7 Quartz St - Plant Operator Staff House Costs Allocated to Works Depreciation - Staff Housing Maintenance 13 Pyrite Street -Plant Oper Maintenance 4 Quartz St - Senior Finance Maintenance 301 Pyrite Street - CEO <b>ome</b> Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operator Income 37 Diorite St -Plant Operator Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	4,850 18,800 3,000 4,500 (55,000) 27,400 5,450 7,300 12,300 (10,000) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100)	804 3,126 498 746 748 (9,166) 4,566 904 1,212 2,046 (1,666) (350) (350) (350) (350) (350) (350) (350)	1,233 538 3,321 308 2,075 (4,774) 9,207 460 450 346 <b>15,255</b> (1,500) 0 (400) (400) (400) (400) 0 (400) 0 (400)	429 (2,588) 2,823 (438) 1,327 4,392 4,641 (444) (762) (1,700) <b>5,771</b> 166 350 (50) (50) (50) (50) (50) (50)	53% (83)% 567% (59)% 177% (48)% 102% (49)% (63)% (63)% (83)% (10)% (100)% 14% 14% (100)% 14%
09         0           09         0	09101 09102 09103 09104 09105 09107 09108 09201 09201 09221 09122 09123 09124 09125 09129 09130 09220 Housin ting Ex	Maintenance 20 Diorite St -Rental Maintenance 11 Quartz St - CDO/Plant Op Maintenance 42 Jasper St -Plant Operator Maintenance 37 Diorite St - Swimming P Maintenance 7 Quartz St - Plant Operator Staff House Costs Allocated to Works Depreciation - Staff Housing Maintenance 13 Pyrite Street -Plant Oper Maintenance 4 Quartz St - Senior Finance Maintenance 301 Pyrite Street - CEO <b>ome</b> Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operator Income 37 Diorite St -Plant Operator Income 7 Quartz St - Plant Operator Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	4,850 18,800 3,000 4,500 (55,000) 27,400 5,450 7,300 12,300 (10,000) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100)	804 3,126 498 746 748 (9,166) 4,566 904 1,212 2,046 (1,666) (350) (350) (350) (350) (350) (350) (350)	1,233 538 3,321 308 2,075 (4,774) 9,207 460 450 346 <b>15,255</b> (1,500) 0 (400) (400) (400) (400) 0 (400) 0 (400)	429 (2,588) 2,823 (438) 1,327 4,392 4,641 (444) (762) (1,700) <b>5,771</b> 166 350 (50) (50) (50) (50) (50) (50)	53% (83)% 567% (59)% 177% (48)% 102% (49)% (63)% (63)% (83)% (10)% (100)% 14% 14% (100)% 14%
09         0           09         0	09102 09103 09104 09105 09107 09108 09201 09201 09221 09122 09123 09124 09125 09129 09130 09220 Housin ting Ex	Maintenance 11 Quartz St - CDO/Plant Or Maintenance 42 Jasper St -Plant Operator Maintenance 37 Diorite St - Swimming P Maintenance 7 Quartz St - Plant Operator Staff House Costs Allocated to Works Depreciation - Staff Housing Maintenance 13 Pyrite Street -Plant Oper Maintenance 4 Quartz St - Senior Finance Maintenance 301 Pyrite Street - CEO <b>ome</b> Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operator Income 37 Diorite St -Plant Operator Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 42 Jasper St -Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	18,800 3,000 4,500 (55,000) 27,400 5,450 7,300 12,300 (10,000) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100)	3,126 498 746 748 (9,166) 4,566 904 1,212 2,046 (1,666) (350) (350) (350) (350) (350) (350) (350)	538 3,321 308 2,075 (4,774) 9,207 460 450 346 <b>15,255</b> (1,500) 0 (400) (400) (400) (400) 0 (400) 0 (400) (400)	(2,588) 2,823 (438) 1,327 4,392 4,641 (444) (762) (1,700) <b>5,771</b> 166 350 (50) (50) (50) (50) (50) (50)	(83)% 567% (59)% 177% (48)% 102% (49)% (63)% (63)% (83)% (10)% (100)% 14% 14% (100)% 14%
09         0           09         0	09103 09104 09105 09107 09108 09201 09211 09121 09122 09123 09124 09125 09129 09130 09220 Housin ting Ex	Maintenance 42 Jasper St -Plant Operator Maintenance 37 Diorite St - Swimming P Maintenance 7 Quartz St - Plant Operator Staff House Costs Allocated to Works Depreciation - Staff Housing Maintenance 13 Pyrite Street -Plant Oper Maintenance 4 Quartz St - Senior Finance Maintenance 301 Pyrite Street - CEO <b>ome</b> Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operator Income 37 Diorite St -Plant Operator Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 42 Jasper St -Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	3,000 4,500 (55,000) 27,400 5,450 7,300 12,300 (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100)	498 746 748 (9,166) 4,566 904 1,212 2,046 (1,666) (350) (350) (350) (350) (500) (350) (350)	3,321 308 2,075 (4,774) 9,207 460 450 346 <b>15,255</b> (1,500) 0 (400) (400) (400) 0 (400) 0 (400) (400)	2,823 (438) 1,327 4,392 4,641 (444) (762) (1,700) <b>5,771</b> 166 350 (50) (50) (50) (50) (50) (50)	567% (59)% 177% (48)% 102% (49)% (63)% (83)% (10)% (100)% 14% 14% (100)% 14%
09         0           09         0	09104 09105 09107 09108 09201 09211 09121 09122 09123 09124 09125 09129 09130 09220 Housin ting Exj	Maintenance 37 Diorite St - Swimming P Maintenance 7 Quartz St - Plant Operator Staff House Costs Allocated to Works Depreciation - Staff Housing Maintenance 13 Pyrite Street -Plant Oper Maintenance 4 Quartz St - Senior Finance Maintenance 301 Pyrite Street - CEO <b>ome</b> Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operator Income 37 Diorite St - Plant Operator Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	4,500 4,500 (55,000) 27,400 5,450 7,300 12,300 (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100)	746 748 (9,166) 4,566 904 1,212 2,046 (1,666) (350) (350) (350) (350) (500) (350) (350)	308 2,075 (4,774) 9,207 460 450 346 <b>15,255</b> (1,500) 0 (400) (400) (400) 0 (400) 0 (400) (400)	(438) 1,327 4,392 4,641 (444) (762) (1,700) <b>5,771</b> 166 350 (50) (50) (50) (50) (50) (50) (50)	(59)% 177% (48)% 102% (49)% (63)% (83)% (100)% (100)% 14% 14% (100)% 14%
09         0           09         0	09105 09107 09108 09201 09211 ting Inc 09121 09122 09123 09124 09125 09129 09130 09220 Housin ting Exj	Maintenance 7 Quartz St - Plant Operator Staff House Costs Allocated to Works Depreciation - Staff Housing Maintenance 13 Pyrite Street -Plant Oper Maintenance 4 Quartz St - Senior Finance Maintenance 301 Pyrite Street - CEO <b>ome</b> Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operator Income 37 Diorite St -Plant Operator Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	4,500 (55,000) 27,400 5,450 7,300 12,300 (10,000) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100)	748 (9,166) 4,566 904 1,212 2,046 (1,666) (350) (350) (350) (350) (500) (350) (350)	2,075 (4,774) 9,207 460 450 346 <b>15,255</b> (1,500) 0 (400) (400) (400) 0 (400) 0 (400) (400) (400)	1,327 4,392 4,641 (444) (762) (1,700) <b>5,771</b> 166 350 (50) (50) (50) (50) (50) (50) (50)	177% (48)% 102% (49)% (63)% (83)% (10)% (100)% 14% 14% (100)% 14%
09         0           09         0	09107 09108 09109 09201 09211 09121 09122 09123 09124 09125 09129 09130 09220 Housin ting Exj	Staff House Costs Allocated to Works Depreciation - Staff Housing Maintenance 13 Pyrite Street -Plant Oper Maintenance 4 Quartz St - Senior Finance Maintenance 301 Pyrite Street - CEO ome Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operator Income 42 Jasper St -Plant Operator Income 37 Diorite St - Swimming Pool M Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	(55,000) 27,400 5,450 7,300 12,300 (10,000) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100)	(9,166) 4,566 904 1,212 2,046 (1,666) (350) (350) (350) (350) (500) (350) (350)	(4,774) 9,207 460 450 346 <b>15,255</b> (1,500) 0 (400) (400) (400) 0 (400) (400) (400) (400)	4,392 4,641 (444) (762) (1,700) <b>5,771</b> 166 350 (50) (50) (50) (50) (50) (50) (50)	(48)% 102% (49)% (63)% (83)% (100)% (100)% 14% 14% (100)% 14%
09         0           09         0	09108 09109 09201 09211 09121 09122 09123 09124 09125 09129 09130 09220 Housin ting Exj	Depreciation - Staff Housing Maintenance 13 Pyrite Street -Plant Oper Maintenance 4 Quartz St - Senior Finance Maintenance 301 Pyrite Street - CEO <b>ome</b> Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operator Income 37 Diorite St - Swimming Pool M Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	27,400 5,450 7,300 12,300 (10,000) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100)	4,566 904 1,212 2,046 (1,666) (350) (350) (350) (350) (500) (350) (350)	9,207 460 450 346 <b>15,255</b> (1,500) 0 (400) (400) (400) 0 (400) (400) (400) (400)	4,641 (444) (762) (1,700) <b>5,771</b> 166 350 (50) (50) (50) (50) (50) (50) (50)	102% (49)% (63)% (83)% (100)% (100)% 14% 14% (100)% 14%
09         0           09         0	09109 09201 09211 ting Inc 09121 09122 09123 09124 09125 09129 09130 09220 Housin ting Ex	Maintenance 13 Pyrite Street -Plant Oper Maintenance 4 Quartz St - Senior Finance Maintenance 301 Pyrite Street - CEO ome Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operator Income 42 Jasper St -Plant Operator Income 37 Diorite St - Swimming Pool M Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	5,450 7,300 12,300 <b>57,100</b> (2,100) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100)	904 1,212 2,046 (1,666) (350) (350) (350) (350) (500) (350) (350)	460 450 346 (1,500) 0 (400) (400) (400) 0 (400) 0 (400) (400) (400)	(444) (762) (1,700) <b>5,771</b> 166 350 (50) (50) (50) (50) (50) (50) (50)	(49)% (63)% (83)% (100)% (100)% 14% 14% (100)% 14%
09         0           09         0	09201 09211 ting Inc 09121 09122 09123 09124 09125 09129 09130 09220 Housin ting Ex	Maintenance 4 Quartz St - Senior Finance Maintenance 301 Pyrite Street - CEO ome Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operator Income 42 Jasper St -Plant Operator Income 37 Diorite St - Swimming Pool M Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	7,300 12,300 <b>57,100</b> (10,000) (2,100) (2,100) (2,100) (2,100) (2,100) (2,100)	1,212 2,046 9,484 (1,666) (350) (350) (350) (350) (500) (350) (350)	450 346 <b>15,255</b> (1,500) 0 (400) (400) (400) 0 (400) (400) (400) (400)	(762) (1,700) <b>5,771</b> 166 350 (50) (50) (50) (50) (50) (50) (50)	(63)% (83)% (100)% (100)% 14% 14% (100)% 14%
O9         O	09211 ting Inc 09121 09122 09123 09124 09125 09129 09130 09220 Housin ting Exj	Maintenance 301 Pyrite Street - CEO ome Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operator Income 42 Jasper St -Plant Operator Income 37 Diorite St - Swimming Pool M Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	12,300 <b>57,100</b> (10,000) (2,100) (2,100) (2,100) (3,000) (2,100) (2,100)	2,046 9,484 (1,666) (350) (350) (350) (500) (350) (350)	346 15,255 (1,500) 0 (400) (400) (400) 0 (400) (400) (400)	(1,700) <b>5,771</b> 166 350 (50) (50) (50) 500 (50) (50) (50)	(83)% (100)% (100)% 14% 14% (100)% 14%
Operat 09 (0 09 (0	ting Inc 09121 09122 09123 09124 09125 09129 09130 09220 Housin ting Ex	ome Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operato Income 42 Jasper St -Plant Operator Income 37 Diorite St - Swimming Pool M Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	<b>57,100</b> (10,000) (2,100) (2,100) (2,100) (2,100) (3,000) (2,100) (2,100)	9,484 (1,666) (350) (350) (350) (350) (500) (350) (350)	15,255 (1,500) 0 (400) (400) (400) 0 (400) (400) (400)	5,771 166 350 (50) (50) (50) (50) (50) (50)	(10)% (100)% 14% 14% (100)% 14%
09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0	09121 09122 09123 09124 09125 09129 09130 09220 Housin ting Ex	Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operato Income 42 Jasper St -Plant Operator Income 37 Diorite St - Swimming Pool M Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	(10,000) (2,100) (2,100) (2,100) (2,100) (3,000) (2,100) (2,100)	(1,666) (350) (350) (350) (350) (500) (350) (350)	(1,500) 0 (400) (400) (400) 0 (400) (400)	166 350 (50) (50) (50) (50) (50)	(100)% 14% 14% (14% (100)% 14%
09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0	09121 09122 09123 09124 09125 09129 09130 09220 Housin ting Ex	Income 20 Diorite St -Rental Income 11 Quartz St - CDO/Plant Operato Income 42 Jasper St -Plant Operator Income 37 Diorite St - Swimming Pool M Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	(2,100) (2,100) (2,100) (2,100) (3,000) (2,100) (2,100)	(350) (350) (350) (350) (500) (350) (350)	0 (400) (400) (400) 0 (400) (400)	350 (50) (50) (50) 500 (50) (50)	(100)% 14% 14% (14% (100)% 14%
09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0           09         0	09122 09123 09124 09125 09129 09130 09220 Housin ting Ex	Income 11 Quartz St - CDO/Plant Operato Income 42 Jasper St -Plant Operator Income 37 Diorite St - Swimming Pool M Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	(2,100) (2,100) (2,100) (2,100) (3,000) (2,100) (2,100)	(350) (350) (350) (350) (500) (350) (350)	0 (400) (400) (400) 0 (400) (400)	350 (50) (50) (50) 500 (50) (50)	(100)% 14% 14% (14% (100)% 14%
09 0 09 0 09 0 09 0 09 0 09 0 09 0 09 0	09123 09124 09125 09129 09130 09220 Housin ting Exj	Income 42 Jasper St -Plant Operator Income 37 Diorite St - Swimming Pool M Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	(2,100) (2,100) (2,100) (3,000) (2,100) (2,100)	(350) (350) (350) (500) (350) (350)	(400) (400) (400) 0 (400) (400)	(50) (50) (50) 500 (50) (50)	14% 14% 14% (100)% 14%
09 0 09 0 09 0 09 0 09 0 09 0 09 0 09 0	09124 09125 09129 09130 09220 Housin ting Exj	Income 37 Diorite St - Swimming Pool M Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	(2,100) (2,100) (3,000) (2,100) (2,100)	(350) (350) (500) (350) (350)	(400) (400) 0 (400) (400)	(50) (50) 500 (50) (50)	14% 14% <mark>(100)%</mark> 14%
09 0 09 0 09 0 09 0 09 0 09 0 09 0 09 0	09125 09129 09130 09220 Housin ting Exj	Income 7 Quartz St - Plant Operator Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	(2,100) (3,000) (2,100) (2,100)	(350) (500) (350) (350)	(400) 0 (400) (400)	(50) 500 (50) (50)	14% <mark>(100)%</mark> 14%
09 0 09 0 09 0 09 0 09 0 09 0 09 0 09 0	09129 09130 09220 Housin ting Exj	Reimbursementrs Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	(3,000) (2,100) (2,100)	(500) (350) (350)	0 (400) (400)	500 (50) (50)	<mark>(100)%</mark> 14%
09 0 09 0 Other I 09 0 09 0 09 0 09 0	09130 09220 Housin ting Exj	Income 13 Pyrite Street -Plant Operator Income 4 Quartz St - Senior Finance	(2,100) (2,100)	(350) (350)	(400) (400)	(50) (50)	14%
09 0 Other I Operat 09 0 09 0 09 0	09220 Housin ting Exp	Income 4 Quartz St - Senior Finance	(2,100)	(350)	(400)	(50)	
<b>Other I</b> <b>Operat</b> 09 (0 09 (0 09 (0 09 (0	Housin ting Exj						14/0
<b>Operat</b> 09 (0 09 (0 09 (0 09 (0	ting Ex	-	(25,600)	(4,200)			
<b>Operat</b> 09 (0 09 (0 09 (0 09 (0	ting Ex	-			(3,500)	766	
09 (0 09 (0 09 (0 09 (0							
09 0 09 0 09 0	05200	Other Housing - ABC Costs	24,000	4,000	0	(4,000)	(100)%
09 ( 09 (	09202	Maintenance 55 Wolfram St -Ramelius Re	24,000 800	4,000	355	223	169%
09 0	09202	Maintenance - Lifestyle	19,500	3,234	1,929	(1,305)	(40)%
	09206	Maintenance Quartz Street Age Units	12,150	2,008	1,336	(1,505)	(33)%
09 0	09208	Maintenance - 17 Pyrite Street JV Units	10,350	1,710	871	(839)	(49)%
	09208	Rental Lifestyle Village - Westonia Progres	18,100	3,016	0	(3,016)	(100)%
	09236	Depreciation Other Housing	39,100	6,516	10,806	4,290	66%
05 0	05250		124,000	20,616	15,296	(5,320)	0070
Other	Housin	σ	124,000	20,010	13,290	(5,520)	
	ting Inc	-					
	-	Income 55 Wolfram St -Ramelius Resourc	(20,000)	(4,957)	(4,738)	219	(4)%
		Income - Lifestyle	(86,500)	(21,410)	(21,594)	(184)	1%
	09227	Income 17Pyrite St - JV Units	(11,000)	(1,830)	(2,550)	(720)	39%
	09231	Income - Ramelius Resources Lease Camp	(24,000)	(6,000)	(6,044)	(44)	1%
	09238	Income -Age Units Quartz Street	(17,600)	(2,928)	(1,870)	1,058	(36)%
		Profit on Sale of Asset	(39,800)	(6,632)	(1)0,0)	6,632	(100)%
		-	(198,900)	(43,757)	(36,796)	6,961	
Capital	l Expen	se	,,		4y- <del></del> /	.,	
	-	Purchase - Staff Housing - Houses	0	0	0	0	
		Purchase Furniture & Equipment - Other I	5,000	832	0	(832)	(100)%
			5,000	832	0	(832)	
Capital	I Incom	e					
09 0	09237	Income -Sale of 42 Jasper St, Westonia - C	(85,000)	0	0	0	
		-	(85,000)	0	0	0	
		_					
		TOTAL OPERATING EXPENDITURE	181,100	30,100	30,551	451	
		TOTAL OPERATING INCOME	(224,500)	(48,023)	(37,736)	10,287	
		TOTAL CAPITAL INCOME	(85,000)	0	0	0	
		TOTAL CAPITAL EXPENDITURE	5,000	832	0	(832)	

#### Schedule 10 Community Amenities

			Original				
Prog	COA	Description	Budget	YTD Budget	YTD Actual	Var. \$	Var. %
Sanit	ation - H	ousehold Refuse					
Oper	ating Exp	bense					
10	10100	ABC Costs- Household Refuse	24,000	4,000	3,093	(907)	(23)%
10	10103	Domestic Refuse Collection	13,000	2,166	997	(1,169)	(54)%
10	10105	Refuse Collection Public Bins	10,000	1,664	1,366	(298)	(18)%
10	10106	Refuse Maintenance	22,000	3,662	1,644	(2,018)	(55)%
10	10107	Waste Oil Recycling	500	82	0	(82)	(100)%
10	10108	Drum-Muster	500	82	0	(82)	(100)%
		_	70,000	11,656	7,101	(4,555)	
Oper	ating Inc	ome					
10	10120	Income Relating to Sanitation - Household	(11,000)	(11,000)	(10,814)	186	(2)%
10	10122	Drum-Muster	(500)	(82)	0	82	(100)%
			(11,500)	(11,082)	(10,814)	268	
Othe	r Commu	inity Amenities					
Oper	ating Exp	bense					
10	10704	Maintenance - Public Conveniences	6,500	1,080	990	(90)	(8)%
10	10706	Maintenance - Grave Digging	8,000	1,330	121	(1,209)	(91)%
10	10799	Depreciation - Community Services	19,450	3,240	3,278	38	1%
			33,950	5,650	4,390	(1,261)	
Oper	ating Inc	ome					
10	10708	Cemetery Fees	(500)	(82)	0	82	(100)%
		_	(500)	(82)	0	82	
		_					
		TOTAL OPERATING EXPENDITURE	103,950	17,306	11,490	(5,816)	
		TOTAL OPERATING INCOME	(12,000)	(11,164)	(10,814)	350	

#### Schedule 11 Recreation & Culture

			Original		n & culture			
Prog	COA	Description	Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
		Civic Centres	Suger					
	ating Exp							
11	11100	ABC Costs- Public Halls & Civic Centres	79,500	13,250	15,466	2,216	17%	
11	11104	Maintenance - Public Halls	19,750	3,286	3,854	568	17%	
11	11105	Maintenance - Complex/ Gym	43,000	7,162	6,717	(445)	(6)%	
11	11106	Maintenance - Wanderers Stadium	20,200	3,362	2,032	(1,330)	(40)%	
11	11107	MOU Westonia Progress Payment	28,000	4,666	0	(4,666)	(100)%	
11	11199	Depreciation - Public Halls	69,500	11,582	11,484	(98)	(1)%	
_			259,950	43,308	39,555	(3,753)		
-	ating Inc							
11	11110	Income Relating to Public Halls & Civic Ce	(200)	(32)	0	32	(100)%	
11	11111	Income Edna May MOU 33%	(17,500)	(4,375)	(6,314)	(1,939)	44%	
11 11	11112	Income Charges Stadium	(700)	(116)	(12,820)	(820)	(100)%	
11	11114	Income Edna May MOU WPA 67%	(28,000)	(12,000)	(12,820)	(820)	7%	
Canit	al Evnon	50	(46,400)	(16,523)	(19,135)	(2,612)		
<b>сарі</b> с 11	al Expen 11103	Purchase Furniture & Equipment -Chair of	20,000	3,332	11,185	7,853	236%	
	11105		20,000	3,332	11,185	7,853	23070	
Swin	ming Po	ol	20,000	3,332	11,105	7,005		
	ating Exp							
11	11207	Maintenance Westonia Swimming Pool	31,000	5,160	4,214	(946)	(18)%	
11	11208	Chlorine Expenses	2,000	332	0	(332)	(100)%	
11	11209	Management Contract Charges	68,000	11,332	14,271	2,939	26%	
11	11210	Water Charges	7,000	1,166	0	(1,166)	(100)%	
11	11299	Depreciaton - Swimming Pool	62,700	10,448	10,448	(0)	(0)%	
		-	170,700	28,438	28,932	494		
Oper	ating Inc	ome						
11	11203	Kiosk/Ablution Redevelopment - LotteryW	(300,000)	(50,000)	0	50,000	(100)%	
11	11211	. LRCIP - Round 3	(722,000)	(120,332)	0	120,332	(100)%	
		_	(1,022,000)	(170,332)	0	170,332		
Capit	al Expen	se						
11	11204	Purchase Land & Buildings -Kiosk/Ablutio	90,000	24,000	32,243	8,243	34%	
11	11205	Purchase Furniture & Equipment - Swimm	50,000	8,332	0	(8,332)	(100)%	
			140,000	32,332	32,243	(89)		
		tion & Sport						
-	ating Exp							
11	11307		251,500	41,910	59,300	17,390	41%	
11	11308	Maintenance - Recreation Oval	42,500	7,078	1,182	(5,896)	(83)%	
11	11399	Depreciation - Other Rec & Sport	43,900	7,316	6,048	(1,268)	(17)%	
<b>n</b> n	ating Inc	ome	337,900	56,304	66,530	10,226		
Jper 11	ating Inc 11302	Marquee Hire Charges	(1,000)	(166)	0	166	(100)%	
	11302		(1,000)	(100)	0	166	(100)/0	
anit	al Incom	e	(1,000)	(100)	U	100		
11		CSRFF - Fund	(85,000)	(14,166)	0	14,166	(100)%	
11		Bowling Green Redevelopment - LRCIP To	(722,000)	(120,334)	0	120,334	(100)%	
11		Income-Wanderers Bowling Club	(85,000)	(14,166)	0	14,166	(100)%	
			(892,000)	(148,666)	0	148,666		
Capit	al Expen	se						
11	11303	Purchase Land & Buildings - Bowling Gree	525,000	87,500	98,020	10,520	12%	
11	11304	Purchase Furniture & Equipment - Other I	0	0	0	0		
11	11309	Bowling Green Redevelopment - CAPITAL	255,000	42,500	0	(42,500)	(100)%	
		-	780,000	130,000	98,020	(31,980)		
		d Debuggdageting		-				
Telev	ision and	d Rebroadcasting						
	ision and ating Exp	-						
Oper	ating Exp	-	1,000	166	332	166	100%	
	ating Exp 11401	pense	1,000 4,200	166 700	332 914	166 214	100% 31%	
<b>Oper</b> 11	ating Exp 11401	pense Maintenance - Television and Rebroadcas						
<b>Oper</b> 11 11	ating Exp 11401	pense Maintenance - Television and Rebroadcas Depreciation - TV & Radio	4,200	700	914	214		
<b>Oper</b> 11 11	ating Exp 11401 11499 al Expen	pense Maintenance - Television and Rebroadcas Depreciation - TV & Radio	4,200	700	914	214		

Schedule	11	Recreation	&	Culture
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g         COA         Description         Budget         YTD Budget         YTD Actual         Var. \$         Var. \$           tera recreation & Sport errating Expense				Original				
erating Expense         11504         Library Salaries         17,000         2,832         3,857         1,025         36%           11505         Library Expenses         3,500         582         69         (513)         (88)%           20,500         3,414         3,926         512          (88)%         (88)%           20,500         3,414         3,926         512         (100)%         (100)	Prog	COA	Description	Budget	YTD Budget	YTD Actual	Var. \$	Var. %
11504       Library Salaries       17,000       2,832       3,857       1,025       36%         11505       Library Expenses       3,500       582       69       (513)       (88)%         20,500       3,414       3,926       512       512         erating Income       11501       Income Relating to Libraries       (100)       (16)       0       16       (100)%         11502       Fines & Penalties Charged       (100)       (16)       0       32       32         ital Expense       (100)       (16)       0       0       (500)       (100)%         11503       Purchase Furniture & Equipment - Librarit       2,000       500       0       (500)       (100)%         erating Expense	Othe	r Recrea	tion & Sport					
11505       Library Expenses       3,500       582       69       (513)       (88)%         20,500       3,414       3,926       512         erating Income       (100)       (16)       0       16       (100)%         11501       Income Relating to Libraries       (100)       (16)       0       16       (100)%         11502       Fines & Penalties Charged       (100)       (16)       0       16       (100)%         ital Expense       (100)       (16)       0       0       (500)       (100)%         ital Expense       2,000       500       0       (500)       (100)%         ital Expense       2,000       500       0       (500)       (100)%         11605       Nature Reserve Management       40,000       6,666       2,470       (4,196)       (63)%         11606       Maintenance Walgoolan Gazebo       600       98       0       (98)       (100)%         erating Income       11602       Income Charges History Books       (200)       (32)       (100)       (4,294)         erating Income       11602       Income Charges History Books       (200)       (14,666)       0       1,666       (100)% <t< td=""><td>Oper</td><td>ating Exp</td><td>pense</td><td></td><td></td><td></td><td></td><td></td></t<>	Oper	ating Exp	pense					
20,500       3,414       3,926       512         erating Income       11501       Income Relating to Libraries       (100)       (16)       0       16       (100)%         11502       Fines & Penalties Charged       (100)       (16)       0       16       (100)%         11502       Fines & Penalties Charged       (100)       (16)       0       16       (100)%         11503       Purchase Furniture & Equipment - Librarit       2,000       500       0       (500)       (100)%         ere Culture       2,000       500       0       (500)       (100)%       (63)%         11605       Nature Reserve Management       40,000       6,666       2,470       (4,196)       (63)%         11606       Maintenance Walgoolan Gazebo       600       98       0       (98)       (100)%         erating Income       11602       Income Charges History Books       (200)       (32)       (100)       (1,666       (100)%         11602       Income Charges History Books       (200)       (32)       (100)       1,566       (100)%         11603       Purchase Furniture & Equipment - Incom       (10,200)       (1,668)       0       1,274       (1,226)       (49.0)%     <	11	11504	Library Salaries	17,000	2,832	3,857	1,025	36%
erating Income       11501       Income Relating to Libraries       (100)       (16)       0       16       (100)%         11502       Fines & Penalties Charged       (100)       (16)       0       16       (100)%         11503       Fines & Penalties Charged       (200)       (32)       0       32	11	11505	Library Expenses		582		(513)	(88)%
11501       Income Relating to Libraries       (100)       (16)       0       16       (100)%         11502       Fines & Penalties Charged       (100)       (16)       0       16       (100)%         11503       Fines & Penalties Charged       (200)       (32)       0       32         ital Expense       2,000       500       0       (500)       (100)%         err Culture       2,000       500       0       (500)       (100)%         ital Expense       40,000       6,666       2,470       (4,196)       (63)%         11605       Nature Reserve Management       40,000       6,666       2,470       (4,294)         errating Income       11602       Income Charges History Books       (200)       (32)       (100)       (4,294)         errating Income       (10,000)       (1,666)       0       1,666       (100)%         11602       Income Charges History Books       (200)       (32)       (100)       1,666       (100)%         11603       Purchase Furniture & Equipment - Unager       (10,000)       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgor       10,000       2,500       1,274 <td></td> <td></td> <td></td> <td>20,500</td> <td>3,414</td> <td>3,926</td> <td>512</td> <td></td>				20,500	3,414	3,926	512	
11502       Fines & Penalties Charged       (100)       (16)       0       16       (100)%         ital Expense       (200)       (32)       0       32         ital Expense       2,000       500       0       (500)       (100)%         er Culture       2,000       500       0       (500)       (100)%         erating Expense       2,000       6,666       2,470       (4,196)       (63)%         11605       Nature Reserve Management       40,000       6,666       2,470       (4,294)         erating Income       11602       Income Charges History Books       (200)       (32)       (100)       (68)       213%         11602       Income Charges History Books       (200)       (32)       (100)       (1,666)       0       1,666       (100)%         11602       Income Charges History Books       (200)       (32)       (100)       1,666       (100)%         11603       Purchase Furniture & Equipment - Incom       (10,200)       (1,698)       (100)       1,598       1100/%       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgor       10,000       2,500       1,274       (1,226)	Oper	-	ome					
ital Expense       (200)       (32)       0       32         ital Expense       2,000       500       0       (500)       (100)%         erating Expense       2,000       500       0       (500)       (100)%         11605       Nature Reserve Management       40,000       6,666       2,470       (4,196)       (63)%         11606       Maintenance Walgoolan Gazebo       600       98       0       (98)       (100)%         erating Income       11602       Income Charges History Books       (200)       (32)       (100)       (68)       213%         11604       Ramelius Common Management - Incom       (10,000)       (1,666)       0       1,666       (100)%         (11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%	11		0			0		
ital Expense       2,000       500       0       (500)       (100)%         ital Expense       2,000       500       0       (500)       (100)%         erating Expense       40,000       6,666       2,470       (4,196)       (63)%         11605       Nature Reserve Management       40,000       6,666       2,470       (4,294)         erating Income       40,600       6,764       2,470       (4,294)         erating Income       (10,000)       (1,666)       0       1,666       (100)%         11602       Income Charges History Books       (200)       (32)       (100)       1,666       (100)%         11604       Ramelius Common Management - Incom       (10,000)       (1,666)       0       1,666       (100)%         ital Expense       11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       13	11	11502	Fines & Penalties Charged	(100)	(16)	0	16	(100)%
1503       Purchase Furniture & Equipment - Librari       2,000       500       0       (500)       (100)%         2,000       500       0       (500)       (500)       (500)         er Culture       2,000       500       0       (500)       (500)         erating Expense       40,000       6,666       2,470       (4,196)       (63)%         11605       Maintenance Walgoolan Gazebo       600       98       0       (98)       (100)%         40,600       6,764       2,470       (4,294)       (4,294)         erating Income       11602       Income Charges History Books       (200)       (32)       (100)       1,666       (100)%         11602       Income Charges History Books       (200)       (1,666)       0       1,666       (100)%         11603       Purchase Furniture & Equipment - Incom       (10,000)       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipme				(200)	(32)	0	32	
2,000       500       0       (500)         er Culture								
er Culture       11605       Nature Reserve Management       40,000       6,666       2,470       (4,196)       (63)%         11605       Maintenance Walgoolan Gazebo       600       98       0       (98)       (100)%         40,600       6,764       2,470       (4,294)       (4,294)         erating Income       11602       Income Charges History Books       (200)       (32)       (100)       (68)       213%         11602       Income Charges History Books       (200)       (32)       (100)       (68)       213%         11604       Ramelius Common Management - Incom       (10,000)       (1,666)       0       1,666       (100)%         ital Expense       11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         TOTAL OPERATING EXPENDITURE       834,850       139,094       142,659       3,565       169,350         TOTAL OPERATING INCOME       (1,078,800)       (148,666) <td>11</td> <td>11503</td> <td>3 Purchase Furniture &amp; Equipment - Librari</td> <td>,</td> <td></td> <td></td> <td>(500)</td> <td>(100)%</td>	11	11503	3 Purchase Furniture & Equipment - Librari	,			(500)	(100)%
erating Expense       40,000       6,666       2,470       (4,196)       (63)%         11605       Maintenance Walgoolan Gazebo       600       98       0       (98)       (100)%         40,600       6,764       2,470       (4,294)       (4,294)         erating Income       11602       Income Charges History Books       (200)       (32)       (100)       (68)       213%         11604       Ramelius Common Management - Incom       (10,000)       (1,666)       0       1,666       (100)%         ital Expense       11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       139,094       142,659       3,565       5         TOTAL OPERATING EXPENDITURE       834,850       139,094       142,659       3				2,000	500	0	(500)	
11605       Nature Reserve Management       40,000       6,666       2,470       (4,196)       (63)%         11606       Maintenance Walgoolan Gazebo       600       98       0       (98)       (100)%         40,600       6,764       2,470       (4,294)       (4,294)         erating Income       11602       Income Charges History Books       (200)       (32)       (100)       (68)       213%         11604       Ramelius Common Management - Incom       (10,000)       (1,666)       0       1,666       (100)%         ital Expense       11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         TOTAL OPERATING EXPENDITURE       834,850       139,094       142,659       3,565       5         TOTAL OPERATING INCOME       (1,078,800)       (188,585)       (19,235)       169,350       169,350         TOTAL CAPITAL INCOME       (892,000)       (148,666)       0       148,666       0       148,666								
11606       Maintenance Walgoolan Gazebo       600       98       0       (98)       (100)%         40,600       6,764       2,470       (4,294)         erating Income       11602       Income Charges History Books       (200)       (32)       (100)       (68)       213%         11604       Ramelius Common Management - Incom       (10,000)       (1,666)       0       1,666       (100)%         ital Expense       11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         TOTAL OPERATING EXPENDITURE       834,850       139,094       142,659       3,565       5         TOTAL OPERATING INCOME       (1,078,800)       (188,585)       (19,235)       169,350         TOTAL CAPITAL INCOME       (892,000)       (148,666)       0       148,666	•							
40,600       6,764       2,470       (4,294)         erating Income       11602       Income Charges History Books       (200)       (32)       (100)       (68)       213%         11604       Ramelius Common Management - Incom       (10,000)       (1,666)       0       1,666       (100)%         ital Expense       (10,200)       (1,698)       (100)       1,598       (100)       1,598         11603       Purchase Furniture & Equipment - Walgor       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgor       10,000       2,500       1,274       (1,226)       (49.0)%         TOTAL OPERATING EXPENDITURE       834,850       139,094       142,659       3,565       5         TOTAL OPERATING INCOME       (1,078,800)       (188,585)       (19,235)       169,350       169,350         TOTAL CAPITAL INCOME       (892,000)       (148,666)       0       148,666       0       148,666	11		e e	,	,			
erating Income       11602       Income Charges History Books       (200)       (32)       (100)       (68)       213%         11604       Ramelius Common Management - Incom       (10,000)       (1,666)       0       1,666       (100)%         ital Expense       (10,200)       (1,698)       (100)       1,598       (49.0)%         11603       Purchase Furniture & Equipment - Walgor       10,000       2,500       1,274       (1,226)       (49.0)%         TOTAL OPERATING EXPENDITURE       834,850       139,094       142,659       3,565       5         TOTAL OPERATING INCOME       (1,078,800)       (188,585)       (19,235)       169,350       1048,666       0       148,666	11	11606	Maintenance Walgoolan Gazebo					(100)%
11602       Income Charges History Books       (200)       (32)       (100)       (68)       213%         11604       Ramelius Common Management - Incom       (10,000)       (1,666)       0       1,666       (100)%         ital Expense       (10,200)       (1,698)       (100)       1,598       (49.0)%         11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       FOTAL OPERATING EXPENDITURE       834,850       139,094       142,659       3,565       5         TOTAL OPERATING INCOME       (1,078,800)       (188,585)       (19,235)       169,350       148,666				40,600	6,764	2,470	(4,294)	
11604       Ramelius Common Management - Incom       (10,000)       (1,666)       0       1,666       (100)%         ital Expense       (10,200)       (1,698)       (100)       1,598       (100)         11603       Purchase Furniture & Equipment - Walgo       10,000       2,500       1,274       (1,226)       (49.0)%         11603       FURCHASE FURDITURE       834,850       139,094       142,659       3,565         TOTAL OPERATING EXPENDITURE       834,850       (139,094       142,659       3,565         TOTAL OPERATING INCOME       (1,078,800)       (188,585)       (19,235)       169,350         TOTAL CAPITAL INCOME       (892,000)       (148,666)       0       148,666	•	-						
ital Expense       (10,200)       (1,698)       (100)       1,598         11603       Purchase Furniture & Equipment - Walgor       10,000       2,500       1,274       (1,226)       (49.0)%         TOTAL OPERATING EXPENDITURE       834,850       139,094       142,659       3,565         TOTAL OPERATING INCOME       (1,078,800)       (188,585)       (19,235)       169,350         TOTAL CAPITAL INCOME       (892,000)       (148,666)       0       148,666	11		<b>U</b> ,					
ital Expense       10,000       2,500       1,274       (1,226)       (49.0)%         11603       Purchase Furniture & Equipment - Walgor       10,000       2,500       1,274       (1,226)       (49.0)%         TOTAL OPERATING EXPENDITURE       834,850       139,094       142,659       3,565         TOTAL OPERATING INCOME       (1,078,800)       (188,585)       (19,235)       169,350         TOTAL CAPITAL INCOME       (892,000)       (148,666)       0       148,666	11	11604	Ramelius Common Management - Incom				,	(100)%
11603       Purchase Furniture & Equipment - Walgor       10,000       2,500       1,274       (1,226)       (49.0)%         10,000       2,500       1,274       (1,226)       (49.0)%         TOTAL OPERATING EXPENDITURE       834,850       139,094       142,659       3,565         TOTAL OPERATING INCOME       (1,078,800)       (188,585)       (19,235)       169,350         TOTAL CAPITAL INCOME       (892,000)       (148,666)       0       148,666				(10,200)	(1,698)	(100)	1,598	
10,000         2,500         1,274         (1,226)           TOTAL OPERATING EXPENDITURE         834,850         139,094         142,659         3,565           TOTAL OPERATING INCOME         (1,078,800)         (188,585)         (19,235)         169,350           TOTAL CAPITAL INCOME         (892,000)         (148,666)         0         148,666	•						44.00-5	(10.0)
TOTAL OPERATING EXPENDITURE       834,850       139,094       142,659       3,565         TOTAL OPERATING INCOME       (1,078,800)       (188,585)       (19,235)       169,350         TOTAL CAPITAL INCOME       (892,000)       (148,666)       0       148,666	11	11603	Purchase Furniture & Equipment - Walgo	,				(49.0)%
TOTAL OPERATING INCOME(1,078,800)(188,585)(19,235)169,350TOTAL CAPITAL INCOME(892,000)(148,666)0148,666				10,000	2,500	1,274	(1,226)	
TOTAL CAPITAL INCOME (892,000) (148,666) 0 148,666			TOTAL OPERATING EXPENDITURE	834,850	139,094	142,659	3,565	
			TOTAL OPERATING INCOME	(1,078,800)	(188,585)	(19,235)	169,350	
TOTAL CAPITAL EXPENDITURE 952,000 168,664 142,722 (25,942)			TOTAL CAPITAL INCOME	(892,000)	(148,666)	0	148,666	
			TOTAL CAPITAL EXPENDITURE	952,000	168,664	142,722	(25,942)	

			Schee	dule 12 Trar	nsport			
			Original					Comment
Prog	COA	Description	Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Stree	ts Roads	Bridges & Depot Construction						
Capita	al Expen							
12		Roads Construction Council	868,500	98,533	98,533	0	0%	
12	12103	MRWA Project Construction	570,840	6,000	5,764	(236)	(4)%	
12	12104	Roads to Recovery Construction	325,000	41,000	41,040	40	0%	
12	12108	Footpath Construction	70,000	17,500	0	(17,500)	(100)%	
<b>C 1 1 1</b>			1,834,340	163,033	145,337	(17,696)		
		Bridges & Depot Maintenance						
12	ating Exp 12202		7,000	1,166	561	(605)	(52)%	
12	12202	Maintenance - GRM	635,000	105,830	137,768	31,938	30%	
12	12203	Maintenance - Depot	19,500	3,244	8,441	5,197	160%	
12	12204	Maintenance - Footpaths	500	82	0,441	(82)	(100)%	
12	12205	Traffic Signs Maintenance	12,000	1,996	4,905	2,909	146%	
12	12208	Townsite Beautification	0000	0	0	0	1.0/0	
12	12219	RRG Expenses	7,000	7,000	8,276	1,276	18%	
12	12299	Depreciation - Street, Roads, Bridges	987,000	164,498	172,632	8,134	5%	
			1,668,000	283,816	332,584	48,768		
Opera	ating Inc	ome	_,,		,	,		
12	-	Grant - MRWA Project	0	0	0	0		
12	12212	-	(135,000)	(135,000)	(144,131)	(9,131)	7%	Additional Funding Received
12	12213	Grant - MRWA Specific	(380,550)	(152,000)	(152,022)	(22)	0%	-
12	12216	Grant - Roads to Recovery	(325,000)	(67,000)	(67,000)	0	0%	
		_	(840,550)	(354,000)	(363,153)	(9,153)		
Capita	al Expen	se						
12	12218	Depot Shed - CAPITAL	40,000.00	6,666.00	0.00	(6,666.00)	(100.0)%	
			40,000.00	6,666.00	0.00	(6,666.00)		
Road	Plant Pu	urchase						
Opera	ating Exp	pense						
12	12359	Loss on Sale of Asset	0	0	0	0		
			0	0	0	0		
Opera	ating Inc							
12	12398	Profit on Sale of Asset	(77,507)	0	0	0		
			(77,507)	0	0	0		
	Plant Pu							
•	al Expen					_		
12		2 Purchase Plant & Equipment - Road Plant	125,000	0	0	0		
12		Construction Supervisor Vehicle - CAPITAL	122,000	0	0	0		
12	12305	5 Side Tipper & Dolly - CAPITAL	330,000	0	0	0		
			577,000	0	0	0		
	dromes							
12	ating Exp	Airport Maintenance	15,000	2,496	509	(1,987)	(80)%	
12	12004		15,000 15,000	2,490	509 509	(1,987)	(80)70	
Oner	ating Inc	ome	15,000	2,450	505	(1,507)		
12	-	L Income Relating to Aerodromes	(100)	(16)	0	16	(100)%	
12	12001		(100)	(10)	0	10	(100)/8	
Canit	al Expen	5e	(100)	(10)	U	10		
12	-	5 Airport Land - CAPITAL	0	0	0	0		
**	12000		0	0	0	0		
			0	U	U	U		
		TOTAL OPERATING EXPENDITURE	1,683,000	286,312	333,093	46,781		
		TOTAL OPERATING EXPENDITORE	(918,157)	(354,016)	(363,153)	(9,137)		
		TOTAL CAPITAL EXPENDITURE	2,451,340	169,699	145,337	(24,362)		

# Schedule 12 Transport

Schedule 13 Economic Services	Schedule	13	Economic	Services
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			Schedule					
<b>D</b>		Description	Original	VTD Budget	VTD Astual	Van É	Man 9/	Comment
Prog		Description	Budget	YTD Budget	TD Actual	Var. \$	Var. %	
	Services							
•	ating Exp		70 500	12 250	10 211	(2.020)	(22)0/	
13	13100		79,500	13,250	10,311	(2,939)	(22)%	
13	13119	Project TBA	0	0	0	0	(1.0.0).0(	
13	13123	NRM Contract	8,000	1,332	0	(1,332)	(100)%	
13	13125	Noxious Weed Control	2,000	332	0	(332)	(100)%	
.3	13126	Wild Dog Contribution	0	0	0	0		
			89,500	14,914	10,311	(4,603)		
Dper	ating Inc							
13	13105	Govt. Grant Funding	0	0	0	0		
			0	0	0	0		
our	sum & A	rea Promotion						
Oper	ating Exp	pense						
13	13200	Admin Allocations Tourism & Area Promo	48,000	8,000	5,155	(2,845)	(36)%	
13	13210	Area Promotion	12,000	2,000	0	(2,000)	(100)%	
13	13211	SUBS- CW Visitor Centre	4,500	750	0	(750)	(100)%	
13	13212	SUBS- Newtravel	6,400	1,066	0	(1,066)	(100)%	
13	13213	Maintenance Caravan Park	37,250	6,206	13,929	7,723	124%	
13	13214	Information Bay- Carrabin	11,050	1,838	9	(1,829)	(100)%	
13	13215	Old Club Hotel Museum -Maintenance	26,100	4,346	6,111	1,765	41%	
.3	13299	Depreciation - Tourism & Area Promotion	29,000	4,832	4,700	(132)	(3)%	
-		,	174,300	29,038	29,905	867	(2).0	
ne	ating Inc	ome	1,4,500	_3,030	23,303	007		
.3	-	Income Relating to Tourism & Area Prom	0	0	0	0		
3	13202	•	(35,000)	(8,750)	(10,462)	(1,712)	20%	
.3	13202	Tent Site Charges	(33,000)	(8,750)	(10,402)	9	(18)%	
.3	13203	Souvenir Sales	(200)	(30)	(206)	(174)	544%	
3		Income - Old Club Hotel Museum Entry	(200)	(32)	(1,762)		54470	
5	19221					(1,762)		
			(35,500)	(8,832)	(12,471)	(3,639)		
-	al Expen		20.000	5 000		(5.000)	(4.00)0/	
13		5 Old Club Hotel Museum Project - CAPITAL	30,000	5,000	0	(5,000)	(100)%	
3	13217	' Caravan Park - CAPITAL	0	0	0	0		
			30,000	5,000	0	(5,000)		
uild	ng Cont	rol						
	ating Exp							
13	13301	Contract EH Services	8,000	1,332	725	(607)	(46)%	
			8,000	1,332	725	(607)		
)per	ating Inc	ome						
.3	13303	Building Permit Charges	(1,500)	(250)	0	250	(100)%	
13	13304	Demolition Charges	(100)	(16)	0	16	(100)%	
13	13305	Commission BRB	(200)	(32)	0	32	(100)%	
13	13307	Planning Fee	0	0	0	0		
		-	(1,800)	(298)	0	298		
Com	nunity D	evelopment (CRC)						
Dper	ating Exp	pense						
.3	13400	ABC Costs - Community Development	64,000	0	0	0		
.3	13401	Programs / Activities	20,000	3,332	0	(3,332)	(100)%	
3	13402	Workers Compensation Premiums	10,000	1,666	0	(1,666)	(100)%	
.3	13403	Superannuation	17,000	2,832	0	(2,832)	(100)%	
.3	13404	Salaries	95,000	3,750	3,233	(517)	(14)%	
.3	13405	Community Events	20,000	3,332	0	(3,332)	(100)%	
3	13405	Grant Generated Expenditure	30,000	5,000	0	(5,000)	(100)%	
3	13400	Building Maintenance	23,500	3,908	2,974	(3,000) (934)		
J	13010						(24)%	
-			279,500	23,820	6,207	(17,613)		
-	ating Inc		150.000	-				
3		) Grant Funding Opportunities	(50,000)	0	0	0		
3	13411	DPIRD Grants Funding (CRC)	(107,200)	0	0	0		
			(157,200)	0	0	0		
lani	Nursery							
	ting Eve	pense						
Oper					80	(220)	(73)%	
		Nursery Operating Costs	1,800	300				
Oper		Nursery Operating Costs	1,800 <b>1,800</b>	300 <b>300</b>	80 80	(220)		
Oper 13		-	-					
<b>Dper</b> L3	13502	-	-				(100)%	

Schedule 13	Economic	Services
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			Original					
Prog	COA	Description	Budget	YTD Budget	YTD Actual	Var. \$	Var. %	
Othe	r Econon	nic Services						
Oper	ating Exp	pense						
13	13600	ABC Costs to Other Economic Services	8,000	1,334	0	(1,334)	(100)%	5
13	13611	Water Supply Standpipes	404,500	111,746	111,834	88	0%	>
13	13613	Ramelius ResourceLease - Industrial Shed	0	0	0	0		
13	13614	St Lukes Church	0	0	26	26		
13	13616	Westonia CRC Contributions	0	0	0	0		
13	13699	Depreciation- Other Economic Services	69,500	11,582	12,120	538	5%	>
		_	482,000	124,662	123,980	(682)		
Othe	r Econon	nic Services						
Dper	ating Inc	ome						
13	13602	Community Bus Hire Charges	(1,000)	(166)	(109)	57	(34)%	
3	13603	Ramelius Resource Lease - Industrial Shec	(19,500)	(4,875)	(4,983)	(108)	2%	
3	13604	Police Licensing Commissions	(5,000)	(832)	(1,206)	(374)	45%	>
.3	13609	Standpipe Water Charges - per kL	(380,000)	(45,000)	(44,778)	222	(0)%	
13	13618	Reimbursements General	(200)	(32)	(31)	1	(4)%	
		_	(405,700)	(50,905)	(51,107)	(202)		
Capit	al Expen	se						
13	13606	5 Land & Buildings - Wolfram Street Shed &	60,000	10,000	1,978	(8,022)	(80)%	5
			60,000	10,000	1,978	(8,022)		
		TOTAL OPERATING EXPENDITURE	1,035,100	194,066	171,208	(22,858)		
		TOTAL OPERATING INCOME	(600,700)	(60,117)	(63,578)	(3,461)		
		TOTAL CAPITAL EXPENDITURE	90,000	15,000	1,978	(13,022)		

#### Schedule 14 Other Property & Services

			Original				
Prog	COA	Description	Budget	YTD Budget	YTD Actual	Var. \$	Var. %
Privat	e Works	5					
Opera	ting Exp	pense					
14	14102	Private Works	25,000	4,164	7,578	3,414	82%
			25,000	4,164	7,578	3,414	
•	iting Inc						
14	14100	Private Works Income	(25,000)	(4,166)	(8,355)	(4,189)	101%
			(25,000)	(4,166)	(8,355)	(4,189)	
		Overheads					
•	ting Exp		265 000	44.466	42.200	(4.067)	(4)0/
.4 .4	14200 14202	Administration Allocations to PWOH Sick Leave Expense	265,000 15,000	44,166	42,299	(1,867)	<mark>(4)%</mark> 68%
	14202	1	80,000	2,500	4,195 11,040	1,695 (2,292)	(17)%
	14203	Annual & Long Service Leave Expense Protective Clothing - Outside Staff	3,500	13,332 582	11,040	(2,292)	(100)%
	14204	Conference Expenses- Engineering	2,000	332	0	(332)	(100)%
	14205	Medical Examination Costs	1,000	166	0	(166)	(100)%
	14207	Public Works Overheads Allocated to Wo	(539,400)	(89,902)	(117,999)	(28,097)	31%
	14208	OSH Expenses	3,500	582	0	(582)	(100)%
	14211	Unallocated Wages	3,500 0	0	0	(502)	(200)/0
	14214	Eng. & Technical Support	10,000	1,666	0	(1,666)	(100)%
	14215	Staff Training	8,000	1,332	82	(1,250)	(94)%
	14216	Insurance on Works	17,000	4,250	7,793	3,543	83%
	14217	Supervision Costs	15,000	2,500	5,019	2,519	101%
4	14218	Service Pay	6,400	1,066	880	(186)	(17)%
4	14219	Superannuation Cost	75,000	12,500	17,850	5,350	43%
4	14220	Allowances & Other Costs	30,000	7,770	8,350	580	7%
4	14221	Fringe Benefits Tax - Works	8,000	1,332	0	(1,332)	(100)%
		-	0	4,174	(20,492)	(24,666)	
bera	ting Inc	ome					
	14201	Income Relating to Public Works Overhea	(7,000)	(1,166)	(1,200)	(34)	3%
		_	(7,000)	(1,166)	(1,200)	(34)	
ant	Operati	on Costs					
pera	iting Exp	pense					
	14302	Insurance - Plant	17,000	2,832	5,654	2,822	100%
	14303	Fuel & Oils	230,000	38,334	41,737	3,403	9%
	14304	Tyres and Tubes	20,000	3,332	1,780	(1,552)	(47)%
	14305	Parts & Repairs	110,000	18,332	33,571	15,239	83%
	14306	Internal Repair Wages	45,500	7,582	2,212	(5,370)	(71)%
Ļ	14307	Licences - Plant	8,000	8,000	5,862	(2,139)	(27)%
	14308	Depreciation - Plant	308,000	51,332	63,044	11,712	23%
	14309	Plant Operation Costs Allocated to Works	(778,500)	(129,752)	(87,483)	42,270	(33)%
4 4	14310	Blades & Tynes	10,000	1,666	0 770	(1,666)	(100)%
	14311 14312	Consumable Items Expendable Tools	20,000 10,000	3,332 1,666	770 0	(2,562) (1,666)	(77)% (100)%
r	14012		10,000 <b>0</b>	6,656	67,147	60,491	(100)%
ock	Fuels &	Oils	0	0,000	07,147	00,491	
	iting Exp						
γ <b>ρ</b> εια 4	•••	Purchase of Stock Materials	0	0	13,818	13,818	
			0	0	13,818	13,818	
pera	iting Inc	ome	Ū	Ū	10,010	_0,010	
4	14404	Diesel Fuel Rebate	(35,000)	(5,832)	(4,931)	901	(15)%
4	14405	Sale of Stock	(500)	(82)	0	82	(100)%
	14406	Sale of Fuel and Scrap	(2,000)	(332)	0	332	(100)%
		r	(37,500)	(6,246)	(4,931)	1,315	( /) -
lmiı	nistratio	n	())	(0)- :0)	(.,	_,00	
	iting Exp						
	14500	Expenses relating to Administration	522,000	87,000	73,246	(13,754)	(16)%
Ļ	14501	Administration Office Maintenance	64,200	10,696	9,578	(1,118)	(10)%
	14502	Workers Compensation Premiums- Admir	24,000	13,000	13,770	770	6%
	14503	Office Equipment Maintenance - Admin	8,500	1,416	0	(1,416)	(100)%
	14504	Telecommunications - Admin	0	0	170	170	
	14505	Travel & Accommodation - Admin	2,000	332	0	(332)	(100)%

# Schedule 14 Other Property & Services

Drog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %
Prog	nistratio	Description	Buuget	TD Budget	TID Actual	var. ş	VdI. 70
		bense - Continued					
14	14506	Legal Expenses Administration	5,000	832	0	(832)	(100)%
14	14507	Training Expenses - Admin	7,500	1,250	173	(1,077)	(86)%
14	14508	Printing & Stationery - Admin	10,000	1,666	668	(998)	(60)%
14	14509	Fringe Benefits Tax - Admin	12,000	2,000	0	(2,000)	(100)%
14	14510	Conference Expenses - Admin	4,000	666	0	(666)	(100)%
L4	14511	Staff Uniform - Admin	3,000	500	0	(500)	(100)%
14	14515	Administration Costs Allocated to Prograr	(823,500)	(137,250)	(103,108)	34,142	(25)%
L4	14517	Postage & Freight	1,500	250	25	(225)	(90)%
14	14521	IT/Accounting Programs	35,000	5,832	0	(5,832)	(100)%
4	14522	Advertising	3,000	500	802	302	60%
14	14559	Admin Loss on Sale	0	0	0	0	
L4	14599	Depreciation - Admin	38,000	6,332	6,176	(156)	(2)%
			(83,800)	(4,978)	1,500	6,478	
Opera	ating Inc	ome					
L4	14525	Admin - Reimbursement	(1,000)	(166)	(2,763)	(2,597)	1,565%
4	14598	Profit on Sale of Asset - Admin	(38,700)	(6,450)	0	6,450	(100)%
			(39,700)	(6,616)	(2,763)	3,853	
Capit	al Expen	se					
14	14514	Purchase Furniture & Equipment Adminis	30,000	0	0	0	
14	14520	) CEO Vehicle - CAPITAL	100,000	0	0	0	
			130,000	0	0	0	
Opera	ating Exp	bense					
14	14602	Gross Salaries & Wages	1,250,000	208,335	230,767	22,432	11%
.4	14603	Less Sal & Wages Aloc to Works	(1,250,000)	(208,336)	(230,767)	(22,431)	11%
			0	(1)	0	1	
	ssified						
•	ating Inc		( )	()			
.4	14701	Income Relating to Unclassified	(5,000)	(832)	0	832	(100)%
4	14705	Marda Upgrade and Haulage Operation A	(200,000)	(33,334)	(22,547)	10,787	(32)%
			(205,000)	(34,166)	(22,547)	132,582	
	ssified						
	al Expen		20.000	F 000	2 245	(1.005)	12 4001
14	14704	Land Development	30,000	5,000	3,315	(1,685)	(34)%
· · · ·			30,000	5,000	3,315	(1,685)	
•	al Incom		(100,000)	-	-	-	
14	14/99	Proceeds on Sale of Assets	(160,000)	0	0	0	
			(160,000)	0	0	0	
		TOTAL OPERATING EXPENDITURE	(58,800)	10,015	69,551	59,536	
		TOTAL OPERATING INCOME	(314,200)	(52,360)	(39,796)	133,527	
		TOTAL CAPITAL EXPENDITURE	160,000	5,000	3,315	(1,685)	
		TOTAL CAPITAL INCOME	(160,000)	0	0	0	
			(,,)	•	v		

# Attachment 9.1.3

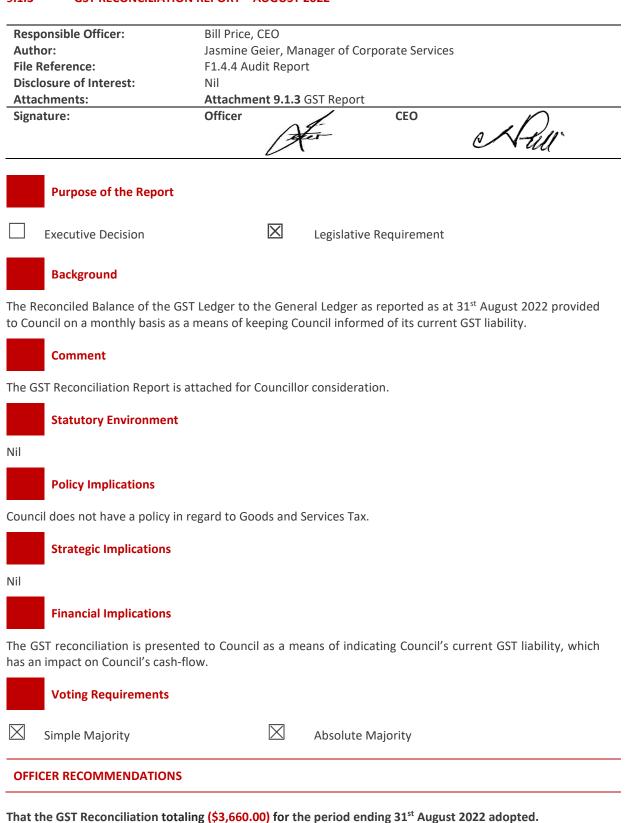
# Shire of Westonia



# **GST Reconciliation Report**

for period ending 31<sup>st</sup> August 2022

#### 9.1.3 GST RECONCILIATION REPORT – AUGUST 2022



# Attachment 9.1.2

# Shire of Westonia



# **Monthly Statement of Financial Activity**

for period ending 31<sup>st</sup> August 2022

# SHIRE OF WESTONIA BAS EXTRACT - 31 August 2022

ABN:	87 507 505 958
<b>Business Activity Statement:</b>	Aug-22
Period/Year end:	2022/2023



Name	Jasmine Geier
Position	DCEO
Date	2/09/2022

	Α	В	С	D	E	F	G
		GST					
Month	On Sales (collected) *1405000	On Purchases (paid) *1304000	Nett GST Payable / (Receivable)	Fuel Tax Credit *1144040.170	PAYG *1406010	FBT Instalment *1142210 & 1145090	Nett Payment /(Refund)
Jul-22	10,304.00	25,115.00	(14,811.00)	(2,306.00)	29,436.00	0.00	12,319.00
Aug-22	19,665.00	39,325.00	(19,660.00)	(2,625.00)	18,625.00		(3,660.00)
Sep-22			0.00				0.00
Oct-22			0.00				0.00
Nov-22			0.00				0.00
Dec-22			0.00				0.00
Jan-23			0.00				0.00
Feb-23			0.00				0.00
Mar-23			0.00				0.00
Apr-23			0.00				0.00
May-23			0.00				0.00
Jun-23			0.00				0.00

Total	29.969.00	64.440.00	(34.471.00)	(4.931.00) 48.061.00	0.00	8.659.00
		.,	(, =	(1)======		-,

A - B = C (Net GST) C + D + E + F = G (Nett (Refund/Payment))

#### 9.1.4 SHIRE OF WESTONIA LOCAL LAWS

Responsible Officer:	John Merrick, ACEO	
Author:	John Merrick, ACEO	
File Reference:	ES1.7.1	
Disclosure of Interest:	Nil	
Attachments:	Nil	
Signature:	Officer	CEO

#### Purpose of the Report

Executive Decision

Legislative Requirement

The purpose of this report is for Councils consideration of three new Local Laws which will provide the opportunity to protect the amenity of the Westonia townsite and its streetscape in the absence of a Town Planning Scheme.

#### Background

The preparation of this report has been preceded by consultation with staff from the Department of Planning, Lands, and Heritage (DPLH), as well as discussions with several Councillors and members of the community. DPLH staff have indicated that the Department is preparing a preliminary document which advises Council on Town planning issues, which is due for completion within a month or so.

Three Local Laws have been drafted for Councils consideration prior to a statutory advertising process where submissions are invited from interested parties over a six week timeline. Submissions received are then presented to Council for final determination, forwarding to the state Government, and printing in the Government Gazette. The Laws are then in force 14 days after Gazettal.

Attached are copies of the three draft Local Laws, being; Shipping and/or Sea Container Local Law 2022, Fencing Local Law 2022, and, Westonia Historical Precinct Local Law 2022.

# Comment

Following consultation, it was considered that the most advantageous method of protecting the integrity of the Wolfram Street Façade concept was to establish an "historical precinct" over which Council could contain development to sympathetic structures to enhance and continue the historical streetscape.

An alternative to a Local Law would be for Council to apply to the State Government for an Interim Development Order (IDO) over the historical component of the Westonia townsite to restrict future development to sympathetic structures for the town centre. An IDO, however, may not provide the same level of enforcement capability as that of a Local law.

The Fencing Local Law has been adapted from a WALGA template and therefor contains a fairly standard framework inclusive of specification of sizes and materials.

While the use of sea containers within a community is usually administered through Town Planning Schemes, the attached draft Local Law provides a reasonable level of development control as it prescribes an approval process whereby Council decides on its placement as well as the conditions for the approval.

All three Local Laws provide Council with oversight through the approvals process.

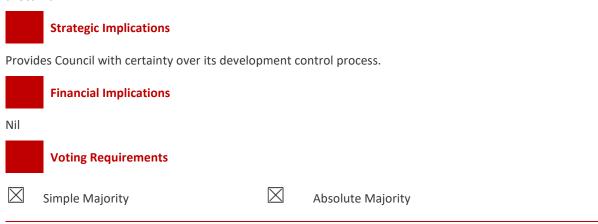
#### **Statutory Environment**

Section 3 of the Local government Act 1995 allows Council to make Local laws within its district while Section 6 provides the setting of fees and charges, including penalties.

#### **Policy Implications**

Council currently has a Shipping And/Or Sea Container Policy which will be obsolete in the advent of adoption of

a local Law.



#### **OFFICER RECOMMENDATIONS**

That Council, by absolute majority adopt the following Local Laws;

- 1. Shire of Westonia Fencing Local Law 2022
- 2. Shire of Westonia Shipping And/Or Sea Container Local Law 2022
- 3. Westonia Historical Precinct Local Law 2022

and proceed to state-wide advertising

# Attachment 9.1.4

# Shire of Westonia



# **Shire of Westonia Local Laws**

# LOCAL GOVERNMENT ACT 1995

# SHIRE OF WESTONIA

# FENCING LOCAL LAW 2022/

Under the powers conferred by the *Local Government Act 1995* and all other powers enabling it, the *Shire of Westonia* resolved on  $22^{nd}$  September 2022 to make the following local law.

# PART 1—PRELIMINARY

# 1.1 Citation

This local law is the Shire of Westonia Fencing Local Law 2022.

# **1.2 Commencement**

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

#### **1.3 Purpose and effect**

- (1) The purpose of this local law is to prescribe a sufficient fence and the standard for the construction of fences throughout the district.
- (2) The effect of this local law is to establish the minimum requirements for fencing within the district.

# **1.4 Application**

This local law applies throughout the district.

# **1.5 Definitions**

In this local law —

Act means the Dividing Fences Act 1961;

applicant means a person who makes an application for approval under this local law;

*AS or AS/NZS* means an Australian or Australian/New Zealand Standard as published by Standards Australia and as amended from time to time.

boundary fence has the meaning given to it by the Act;

Building Surveyor means a Building Surveyor of the local government;

CEO means the Chief Executive Officer of the local government;

Commercial Lot means a lot where a commercial use-

(a) is or may be permitted under the district planning scheme; and

(b) is or will be the predominant use of the lot;

dangerous in relation to any fence means-

- (a) an electrified fence other than a fence approved by the local government under this local law;
- (b) a fence containing barbed wire other than a fence erected and maintained in accordance with this local law;
- (c) a fence containing exposed broken glass, asbestos fibre, razor wire or any other potentially harmful projection or material; or
- (d) a fence which is likely to collapse or fall, or part of which is likely to collapse or fall, from any cause;

*district* means the district of the local government;

*dividing fence* has the meaning given to it by the Act;

electrified fence means a fence carrying or designed to carry an electric charge;

*fence* means any structure, not including a retaining wall, used or functioning as a barrier, irrespective of where it is located and includes any gate;

*front boundary* means the boundary line between a lot and the thoroughfare upon which that lot abuts, or in the case of a lot abutting on more than one thoroughfare, the boundary line between the lot and the primary thoroughfare;

*front fence* means a fence erected on the front boundary of a lot or on a line adjacent to the front boundary;

*front setback area* means the area between the building line of a lot and the front boundary of that lot;

*height* in relation to a fence means the vertical distance between—

- (a) the top of the fence at any point; and
- (b) the ground level or, where the ground levels on each side of the fence are not the same, the higher ground level, immediately below that point;

Industrial Lot means a lot where an industrial use-

- (a) is or may be permitted; and
- (b) is or will be the predominant use of the lot;

*local government* means the [insert name of local government];

local government property means anything except a thoroughfare—

- (a) which belongs to the local government;
- (b) of which the local government is the management body under the *Land Administration Act 1997*; or
- (c) which is an "otherwise unvested facility" under section 3.53 of the *Local Government Act 1995;*

lot has the meaning given to it in the Planning and Development Act 2005;

*notice of breach* means a notice referred to in clause 5.1;

occupier has the meaning given to it in the Local Government Act 1995;

owner has the meaning given to it in the Local Government Act 1995;

Residential Lot means a lot where a residential use-

- (a) is or may be permitted; and
- (b) is or will be the predominant use of the lot;

*retaining wall* means any structure which prevents the movement of soil or retains soil or structures in order to allow ground levels of different elevations to exist adjacent to one another;

Rural Lot means a lot where a rural use—

- (a) is or may be permitted; and
- (b) is or will be the predominant use of the lot;

*Schedule* means a Schedule to this local law;

Special Rural Lot means a lot where a special rural use—

- (a) is or may be permitted; and
- (b) is or will be the predominant use of the lot;

sufficient fence means a fence described in clause 2.1; and

*thoroughfare* has the meaning given to it by the *Local Government Act 1995*, but does not include a private thoroughfare which is not under the management or control of the local government.

### 1.7 Licence fees and charges

All licence fees and charges applicable under this local law shall be determined by the local government from time to time in accordance with section 6.16 of the *Local Government Act 1995*.

# PART 2—FENCES

# Division 1—Sufficient fences

# 2.1 Sufficient fences

- (1) A person shall not erect a dividing fence or a boundary fence that is not a sufficient fence.
- (2) Subject to subclauses (3) and (4), a sufficient fence—
  - (a) on a Residential Lot is a dividing fence or a boundary fence constructed and maintained in accordance with the specifications and requirements of Schedule 2;
  - (b) on a Commercial Lot or an Industrial Lot is a dividing fence or a boundary fence constructed and maintained in accordance with the specifications and requirements of Schedule 3; and
  - (c) on a Rural Lot or a Special Rural Lot is a dividing fence or a boundary fence constructed and maintained in accordance with the specifications and requirements of Schedule 4.
- (3) Where a fence is erected on or near the boundary between—
  - (a) a Residential Lot and an Industrial Lot, a sufficient fence is a dividing fence constructed and maintained in accordance with the specifications and requirements of Schedule 2;
  - (b) a Residential Lot and a Commercial Lot, a sufficient fence is a dividing fence constructed and maintained in accordance with the specifications and requirements of Schedule 3;
  - (c) a Residential Lot and a Rural Lot, a sufficient fence is a dividing fence constructed and maintained in accordance with the specifications and requirements of Schedule 4;
  - (d) a Residential Lot and a Special Rural Lot, a sufficient fence is a dividing fence constructed and maintained in accordance with the specifications and requirements of Schedule 4; and
  - (e) a Special Rural Lot and a Rural Lot, a sufficient fence is a dividing fence constructed and maintained in accordance with the specifications and requirements of Schedule 4.
- (4) An application must be made to the local government for grant of consent to any variation to the specifications in Schedules 2, 3 and 4.
- (5) Unless an authorised person determines otherwise, a sufficient fence on a boundary between lots other than those specified in subclause (3) is a dividing fence constructed in accordance with the specifications and requirements of Schedule 2.
- (6) Notwithstanding any other provision in this local law, a dividing fence or boundary fence constructed of masonry, stone or concrete shall be a sufficient fence only if it is designed by a suitably qualified structural engineer and constructed in accordance with that design where—
  - (a) it is greater than 1800 millimetres in height; or
  - (b) the Building Surveyor requires.
- (7) Notwithstanding any other provision in this local law, a dividing fence or boundary fence shall not exceed 1800 millimetres in height unless the approval of the local government has been obtained for such a fence.

# 2.2 Fences within front setback areas

- A person shall not, without the written consent of the Building Surveyor, erect a free-standing fence greater than 1200 millimetres in height, within the front set-back area of a Residential Lot within the district.
- (2) The Building Surveyor may approve the erection of a fence of a height greater than 1200 millimetres in the front setback area of a Residential Lot only if the fence on each side of the driveway into the lot across the front boundary is to be angled into the lot for a distance of not less than 1500 millimetres along the frontage to a distance of not less than 1500 millimetres from the frontage in order to provide appropriate splayed lines of vision for a motorist using the driveway for access to a thoroughfare.
- (3) The provision of subclause (2) shall not apply to a fence—
  - (a) of open construction that does not obscure the lines of vision of a motorist using the driveway for access to a thoroughfare; or
  - (b) that does not adjoin a footpath.

# 2.3 Gates in fences

(1) A person shall not erect a gate in a fence which does not-

- (a) open into the lot; or
- (b) open by sliding parallel and on the inside of the fence, which it forms part of, when closed.

# 2.4 Depositing fencing material on public place

A person shall not deposit or permit the deposit of any materials whatsoever used in the construction or maintenance of any fence, on any thoroughfare, public place or local government property unless the approval of the local government has been obtained.

# 2.5 Fences on a Rural Lot

A person shall not, without the written consent of the Building Surveyor, erect a fence on a Rural Lot of a height exceeding 1500 millimetres.

# 2.6 Maintenance of fences

An owner of a lot on which a fence is erected shall maintain the fence in good condition so as to prevent it from becoming dangerous, dilapidated, or unsightly to the amenity of the locality.

# 2.7 Fences across rights-of-way, public access ways or thoroughfares

A person must not, without the approval of the local government, erect or maintain a fence or obstruction of a temporary or permanent nature across any right-of-way, public access way or thoroughfare so as to impede or prevent use of those facilities in the manner for which they are intended and constructed.

# 2.8 General discretion of the local government

- (1) Notwithstanding the provisions of clause 2.1, the local government may approve the erection or repair of a dividing fence which is not a sufficient fence where all of the owners of the lots to be separated by the dividing fence make an application for approval for that purpose.
- (2) In determining whether to grant its approval under subclause (1), the local government may consider whether the erection or retention of the fence would have an adverse effect on—
  - (a) the safe or convenient use of any land;
  - (b) the safety or convenience of any person; or
  - (c) the visual amenity of the locality.

# Division 3—Fencing materials

Where required by the Building Surveyor, fencing designs are to be certified by a practicing structural engineer as being suitable for wind loadings found in Region D Category 2 areas in accordance with the current edition of AS/NZS 1170.0:2002 Structural design actions - General principles.

# 2.9 Pre-used fencing materials

- (1) Notwithstanding clause 2.1, a person shall not construct a fence on a Residential Lot, a Commercial Lot or an Industrial Lot from pre-used materials without the approval of the local government.
- (2) Where the local government approves the use of pre-used materials in the construction of a fence under subclause (1), that approval shall be conditional on the applicant painting or treating the pre-used material as directed by the Building Surveyor.

# 2.10 Barbed wire fences and spiked or jagged materials

- (1) This clause does not apply to a fence constructed wholly or partly of razor wire.
- (2) An owner or occupier of a Residential Lot or a Commercial Lot shall not erect, affix or allow to remain on any fence on such a lot any barbed wire or other material with spiked or jagged projections, unless the prior written approval of the local government has been obtained.
- (3) An owner or occupier of an Industrial Lot shall not erect, affix or allow to remain on any fence bounding that lot any barbed wire or other materials with spiked or jagged projections unless the wire or other materials are carried on posts at an angle of 45 degrees, and unless the bottom row of wire or other materials is setback 150mm from the face of the fence and is not nearer than 2000mm from the ground level.
- (4) If the posts which carry the barbed wire or other materials referred to in subclause (3) are angled towards the outside of the lot bounded by the fence, the face of the fence must be set back from the lot boundary a sufficient distance to ensure that the angled posts, barbed wire or other materials do not encroach on adjoining land.
- (5) An owner or occupier of a lot shall not erect, affix or allow to remain as part of any fence or wall, whether internal or external on that lot, any broken glass.
- (6) An owner or occupier of a Rural Lot shall not erect, affix or allow to remain any barbed wire upon a fence on that lot where the fence is adjacent to a thoroughfare or other public place unless the barbed wire is fixed to the side of the fence posts furthest from the thoroughfare or other public place.

# 2.11 Electrified and razor wire fences

- (1) An owner or occupier of a lot shall not—
  - (a) construct or use an electrified fence on that lot without obtaining the approval of the local government in the form prescribed in Schedule 5; or
  - (b) construct a fence wholly or partly of razor wire on that lot without obtaining the approval of the local government in the form prescribed in Schedule 6.
- (2) The local government shall not approve an application for the purpose of subclause (1)(a)—
  - (a) in respect of a lot which is or which abuts a Residential Lot;
  - (b) unless the prohibited fence complies with AS/NZS 3016:2002 Electrical installations—Electric security fences; and
  - (c) unless provision is made so as to enable the fence to be rendered inoperable during the hours of business operations, if any, on the lot where it is erected.
- (3) The local government shall not approve an application for the purpose of subclause (1)(b)—
  - (a) if the fence is within 3000 millimetres of the boundary of the lot; or
  - (b) where any razor wire used in the construction of the fence is less than 2000 millimetres or more than 2400 millimetres above the ground level.
- (4) An application for approval for the purpose of subclauses (1)(a) or (1)(b) shall be made by the owner of the lot on which the fence is or is to be erected, or by the occupier of the lot with the written consent of the owner.

# 2.12 Prohibited fencing materials

A person shall not affix or use broken glass in the construction of any fence.

# PART 3—APPROVALS

### **3.1 Application for approval**

- (1) Where a person is required to obtain the approval of the local government under this local law, that person shall apply for approval in accordance with subclause (2).
- (2) An application for approval under this local law shall—
  - (a) be in the form determined by the local government;
  - (b) be signed by the applicant and the owner of the lot;
  - (c) provide the information required by the form; and
  - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the *Local Government Act 1995*.
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for approval.
- (4) The local government may refuse to consider an application for approval which is not in accordance with subclauses (2) and (3).

#### **3.2 Decision on application for approval**

- (1) The local government may—
  - (a) approve an application for approval unconditionally or subject to any conditions; or
  - (b) refuse to approve an application for approval.
- (2) If the local government approves an application for approval, it is to issue to the applicant an approval in the form determined by the local government.
- (3) If the local government refuses to approve an application for approval, it is to give written notice of that refusal to the applicant.
- (4) Where a clause of this local law refers to conditions which may be imposed on an approval or which are to be taken to be imposed on an approval, the clause does not limit the power of the local government to impose other conditions on the approval under subclause (1)(a).

#### 3.3 Compliance with approval

Where an application for approval has been approved, the applicant and the owner or occupier of the lot to which the approval relates, shall comply with the terms and any conditions of that approval.

#### 3.4 Duration of approval

Unless otherwise stated in the form of approval, an approval granted under this local law-

- (a) runs with the lot to which it relates;
- (b) may be relied upon by any subsequent occupier or owner of the lot; and
- (c) may be enforced by the local government against a subsequent occupier or owner of the lot.

#### PART 4-MISCELLANEOUS

#### 4.1 False or misleading statement

A person shall not make a false or misleading statement in connection with any application, requirement or request under this local law.

#### PART 5—NOTICES OF BREACH

#### 5.1 Notices of breach

- (1) Where a breach of any provision of this local law has occurred in relation to a fence on a lot, the local government may give a notice in writing to the owner of that lot.
- (2) A notice of breach shall—
  - (a) specify the provision of this local law which has been breached;
  - (b) specify the particulars of the breach; and
  - (c) state that the owner is required to remedy the breach within the time specified in the notice.

- (3) Should an owner fail to comply with a notice of breach, the local government may, by its employees, agents or contractors enter upon the lot to which the notice relates and remedy the breach, and may recover the expenses of so doing from the owner of the lot in a court of competent jurisdiction.
- (4) The provisions of this clause are subject to section 3.25 and item 12 of Division 1 of Schedule 3.1 of the *Local Government Act 1995* and any entry on to land will be in accordance with Part 3, Division 3 of that Act.

#### PART 6—OFFENCES

#### 6.1 Offences and penalties

- (1) A person who fails to comply with a notice of breach commits an offence and is liable upon conviction to a penalty of not less than \$250 and not exceeding \$5000 and, if the offence is a continuing offence, to a maximum daily penalty of \$500.
- (2) A person who fails to comply with or who contravenes any provision of this local law commits an offence and is liable on conviction to a penalty of not less than \$250 and not exceeding \$5000 and, if the offence is a continuing offence, to a maximum daily penalty of \$500.

#### **6.2 Modified penalties**

- (1) An offence against any provision of this local law is a prescribed offence for the purposes of section 9.16(1) of the *Local Government Act 1995*.
- (2) The amount appearing in the final column of Schedule 1, directly opposite a prescribed offence in that Schedule, is the modified penalty for that prescribed offence.
- (3) Before giving an infringement notice to a person in respect of the commission of a prescribed offence, an authorised person should be satisfied that—
  - (a) commission of the prescribed offence is a relatively minor matter; and
  - (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

#### 6.3 Form of notices

For the purposes of this local law-

- (a) the form of the infringement notice referred to in sections 9.16 and 9.17 of the *Local Government Act 1995* is to be in the form of Form 2 of Schedule 1 of the *Local Government (Functions and General) Regulations 1996*; and
- (b) the form of the withdrawal of infringement notice referred to in section 9.20 of the *Local Government Act 1995* is to be in the form of Form 3 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.

#### PART 7—OBJECTIONS AND REVIEW

#### 7.1 Objections and review

When the local government makes a decision under clause 3.2, the provisions of Part 9 Division 1 of the *Local Government Act 1995*, and regulation 33 of the *Local Government (Functions and General) Regulations 1996*, apply to that decision.

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#### Schedule 1 OFFENCES AND MODIFIED PENALTIES

#### [clause 6.2(2)]

Item No	Clause No.	Nature of offence	Modified penalties \$
1	2.1(1)	Erect a fence which is not a sufficient fence	250
2	2.2	Erect a fence greater than 1200mm in height within a front setback area of a residential lot without the written consent of the Building Surveyor	250
3	2.3(a)	Erect a gate in a fence not opening into the lot	200
4	2.3(b)	Erect a gate in a fence not sliding parallel and inside a fence	200
5	2.6	Failure to maintain a fence in good condition to prevent the fence becoming dangerous, dilapidated or unsightly	250
6	2.7	Erect or maintain a fence or obstruction of temporary or permanent nature across a right-of way, public access way or thoroughfare without approval	250
7	2.9(1)	Construct a fence on a Residential, Commercial or Industrial Lot from pre- used materials without written approval	250
8	2.10(2)	Erect a fence using barbed wire or material with spiked or jagged projections in the fence construction without approval	250
9	2.11(1)	Construct, erect or use razor wire in a fence or electrify a fence without approval	250
10	2.12	Affix, or use, any broken glass in a fence	250
11	3.3	Failure to comply with terms or conditions of approval	250
12	6.1	Failure to comply with notice of breach	250

#### Schedule 2

#### SPECIFICATIONS FOR A SUFFICIENT FENCE ON A RESIDENTIAL LOT

#### [clause 2.1(2)(a)]

Each of the identified categories in this Schedule is a sufficient fence on a Residential Lot and the fence design being certified by a practicing structural engineer as being suitable for wind loadings found in Region D Category 2 areas in accordance with the current edition of AS/NZS 1170.0:2002 Structural design actions - General principles.

#### **Timber fence**

- (a) corner posts to be 125mm x 125mm x 2400mm and intermediate posts to be 125mm x 75mm x 2400mm spaced at 2400mm centres;
- (b) corner posts to be strutted two ways with 100mm x 50mm x 450mm sole plates and 75mm x 50mm struts;
- (c) intermediate posts to be doubled yankee strutted with 150mm x 25mm x 450mm struts;
- (d) all posts to have tops with a 60mm weather cut and to be sunk at least 600mm into the ground;
- (e) rails to be 75mm x 50mm with each rail spanning 2 bays of fencing double railed or bolted to each post with joints staggered;
- (f) the fence to be covered with 75mm x 20mm sawn pickets, 1800mm in height placed 75mm apart and affixed securely to each rail; and
- (g) the height of the fence to be 1800mm except with respect to the front set back area for which there is no minimum height but which is subject to clause 2.2.

#### **Corrugated fence**

A fence constructed of corrugated fibre reinforced pressed cement or steel sheeting constructed to manufacturer's specifications or which satisfies the following specifications—

- (a) a minimum in-ground length of 25 per cent of the total length of the sheet, but in any case shall have a minimum in-ground depth of 600mm;
- (b) the total height and depth of the fence to consist of a single continuous fibre reinforced cement or steel sheet;
- (c) the sheets to be lapped and capped with extruded "snap-fit" type capping in accordance with the manufacturers written instructions; and
- (d) the height of the fence to be 1800mm except with respect to the front set back area for which there is no minimum height but which is subject to clause 2.2.

#### Brick, stone or concrete fence

A fence constructed of brick, stone or concrete, which satisfies the following requirements and specifications—

- (a) a site classification is to be provided by a professional engineer in accordance with AS 2870-2011 Residential slabs and footings as amended;
- (b) the footing is to be designed in accordance with AS 2870-2011 Residential slabs and footings as amended;
- (c) footings of minimum 225mm x 150mm concrete 15MPa or 300mm x 175mm brick laid in cement mortar;
- (d) fences to be offset a minimum of 200mm at maximum 3000mm centres or 225mm x 100mm engaged piers to be provided at maximum 3000mm centres;
- (e) expansion joints in accordance with the manufacturer's written instructions; and
- (f) the height of the fence to be 1800mm except with respect to the front set back area for which there is no minimum height but which is subject to clause 2.2.

#### **Composite fence**

A composite fence which satisfies the following specifications for the brick construction-

- (1) (a) brick piers of minimum 345mm x 345mm at 1800mm centres bonded to a minimum height base wall of 514mm;
  - (b) each pier shall be reinforced with one R10 galvanised starting rod 1500mm high with a 250mm horizontal leg bedded into a 500mm x 200mm concrete footing and set 65mm above the base of the footing. The top of the footing shall be 1 course (85mm) below ground level;
  - (c) the minimum ultimate strength of brickwork shall by 20MPa. Mortar shall be a mix of 1 part cement, 1 part lime and 6 parts sand;
  - (d) the ground under the footings is to be compacted to 6 blows per 300mm and checked with a standard falling weight penetrometer; and
  - (e) control joints in brickwork shall be provided with double piers at a maximum of 6metre centres;

or

- (2) (a) brick piers of a minimum 345mm x 345mm x 2700mm centres bonded to the base wall; and
  - (b) each pier shall be reinforced with two R10 galvanised starting rods as previously specified.

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#### Schedule 3

#### SPECIFICATIONS FOR A SUFFICIENT FENCE ON A COMMERCIAL LOT

#### OR AN INDUSTRIAL LOT

#### [clause 2.1(2)(b)]

Each of the identified categories in this Schedule, with minimum and maximum specifications where stated, is a sufficient fence on a Commercial Lot or an Industrial Lot and the fence design being certified by a practicing structural engineer as being suitable for wind loadings found in Region D Category 2 areas in accordance with the current edition of AS/NZS 1170.0:2002 Structural design actions - General principles.

#### Galvanised or PVC fence and gate

A fence constructed of galvanised or PVC coated non-rail link mesh, chain mesh or steel mesh which satisfies the following specifications—

- (a) corner posts to be minimum 50mm nominal bore x 3.5mm and with footings of a 225mm diameter x 900mm;
- (b) intermediate posts to be minimum 37mm nominal bore x 3.15mm at maximum 3.5m centres and with footings of a 225mm diameter x 600mm;
- (c) struts to be minimum 30mm nominal bore x 3.15mm fitted at each gate and 2 at each corner post and with footings 225mm x 600mm;
- (d) cables to be affixed to the top, centre and bottom of all posts and to consist of 2 or more 3.15mm wires twisted together or single 4mm wire;
- (e) non-rail link, chain or steel mesh is to be to a height of 2000mm on top of which are to be 3 strands of barbed wire carrying the fence to a height of 2400mm in accordance with the requirements and standards of the local planning schemes; and
- (f) galvanised link mesh wire to be 2000mm in height and constructed of 50mm mesh 2.5mm galvanised iron wire and to be strained, neatly secured and laced to the posts and affixed to cables. Vehicle entry gates shall provide an opening of not less than 3.6m and shall be constructed of 25mm tubular framework with 1 horizontal and 1 vertical stay constructed of 20mm piping and shall be covered with 50mm x 2.5mm galvanised link mesh strained to framework. Gates shall be fixed with a drop bolt and locking attachment.

#### **Other fences**

- (a) a fence of cement sheet or steel sheeting constructed to the minimum specifications referred to in Schedule 2;
- (b) a fence constructed of aluminium sheeting when supported on posts and rails provided that it is used behind a building line and is of a minimum height of 1800mm but no greater than 2400mm; or
- (c) a fence of timber, brick, stone or concrete constructed to the minimum specifications referred to in Schedule 2.

#### Schedule 4

#### SPECIFICATIONS FOR A SUFFICIENT FENCE ON A RURAL LOT

#### **OR SPECIAL RURAL LOT**

#### [clause 2.1(2)(c)]

Each of the identified categories in this Schedule, with minimum and maximum specifications where stated is a sufficient fence on a Rural Lot or a Special Rural Lot and the fence design being certified by a practicing structural engineer as being suitable for wind loadings found in Region D Category 2 areas in accordance with the current edition of AS/NZS 1170.0:2002 Structural design actions - General principles.

#### Non-electrified fence

- (a) wire shall be high tensile wire and not less than 2.5mm. A minimum of 5 wires shall be used, generally with the lower wires spaced closer together than the higher wires so as to prevent smaller stock passing through, and connected to posts in all cases.
- (b) posts shall be of indigenous timber or other suitable material including—
  - (i) timber impregnated with a termite and fungicidal preservative;
  - (ii) standard iron star pickets; or
  - (iii) concrete;
- (c) posts shall be cut not less than 1800mm long x 50mm diameter at small end if round or 125mm x 60mm if split or sawn timber.
- (d) posts to be set minimum 600mm in the ground and 1 200mm above the ground; and
- (e) strainer posts shall be not less than 2250mm long and 150mm diameter at the small end (tubular steel to be 50mm in diameter) and shall be cut from indigenous timber or other suitable material. These shall be placed a minimum of 1000mm in the ground.

#### **Electrified fence**

An electrified fence having 4 wires is a sufficient fence if constructed generally in accordance with a non-electrified fence.

### Schedule 5 LICENCE FOR APPROVED ELECTRIFIED FENCE

[clause 2.11(1)(a)]

This is to certify tha (1)	t		
of (2)			
is licensed, subject	to the conditions set out belo	ow, to have and use an o	electrified fence on
(11)			
(address) from	20 and u	intil this licence is trans	ferred or cancelled.
Dated this	day of	20	
			Chief Executive Officer, Shire of Westonia .
has been erected; (b) upon the request (c) within 14 days o which the licence has change or those chan (d) obtain the writter addition or other wo (e) comply with AS/ <b>Transfer by Endor</b> This licence is trans	ce in a prominent position of of a Building Surveyor proo f a change in the ownership as been granted, notify the C nges; n consent of the local govern ork relating to or affecting the /NZS 3016:2002 Electrical in sement	duce to him or her the li or occupation of the lar hief Executive Officer i nment prior to the comm e electrified fence; and	nd or premises in respect of in writing of the details of that mencement of any alteration,
of (4)			
from and including	the date of this endorsement		
Dated this	day of	20	
			Chief Executive Officer, Shire of Westonia
<ul><li>(1) Name</li><li>(2) Address</li><li>(3) Name</li></ul>			

(3) Name(4) Address

#### Schedule 6

#### LICENCE FOR APPROVED RAZOR WIRE FENCE

[clause 2.11(1)(b)]

This is to certify that (1)

#### of (2)

is licensed, subject to the conditions set out below, to have a fence constructed wholly or partially of razor wire at

(address)			
	20 and until this licence	e is transferred or car	ncelled.
Dated this	day of	20	
Chief Executive Offi			
Shire of Westonia			
Conditions of licenc	e—		
(a) display the licence erected;	e in a prominent position on th	ne land or premises o	n which the fence has been
· ·	of a Building Surveyor produc	to him or her the li	cence;
	a change in the ownership or		
		ef Executive Officer i	n writing of the details of that
change or those chan			
	consent of the local governm k relating to or affecting the fo		iencement of any alteration,
Transfer by Endors		chee.	
This licence is transfe			
of (4)			
from and including th	ne date of this endorsement.		
Dated this	day of	20	
		-	Chief Executive Officer
			Shire of Westonia
(1) Name			
(2) Address			
(3) Name			

(4) Address

Dated: [insert date]

The Common Seal of the *Shire of Westonia* was affixed by authority of a resolution of the Council in the presence of —

Mayor/President

Chief Executive Officer

#### LOCAL GOVERNMENT ACT 1995

#### SHIRE OF WESTONIA

#### WESTONIA HISTORICAL PRECINCT LOCAL LAW 2022

Under the powers conferred by the Local Government Act 1995 and all other powers enabling it, the Shire of Westonia resolved on the 22<sup>nd</sup> September 2022 to make the following Local Law.

#### PART 1 – PRELIMINARY

1.1 Citation - This Local Law is the Shire Of Westonia Westonia Historical Precinct Local law 2022.

1.2 – Commencement – This Local Law comes into effect 14 days after the date of its publication in the Government Gazette.

1.3- Purpose and Effect –

- 1. The purpose of this Local Law is to prescribe the design of development, including buildings and fencing, within the Westonia Historical Precinct.
- 2. The effect of this Local Law is to ensure the continuation of historical facades and fencing within the Westonia Historical Precinct.

1.4 - Application-

This Local Law applies to the Westonia Historical Precinct of Wolfram Street between Gold and Kaolin Street and includes the corner lots in Gold, Cement and Kaolin Streets which have a boarder on Wolfram Street.

1.5 – Definitions-

Act means Local Government Act 1995

Applicant means a person making an application for approval under this Local Law.

Building surveyor means a Building Surveyor of the Local Government.

CEO means the Chief Executive Officer of the Local government.

Front Boundary means the boundary line between a lot and the thoroughfare upon which that lot abuts.

Front Fence means a fence erected on the front boundary of a lot or on a line adjacent to the front boundary.

Local government means the Shire of Westonia.

Lot has the meaning given to it in the Planning and Development act 2005.

Schedule means a Schedule attached to this Local Law.

Thoroughfare has the meaning given to it by the Local Government act 1995, but does not include a private thoroughfare which is not under the management and control of the Local government.

1.6 – License Fees and Charges

All license fees and charges applicable under this Local Law shall be determined by the Local Government from time to time in accordance with Section 6.16 of the Act.

#### PART 2 - BUILDINGS.

The Local Government is committed to the continuation of its historical façade concept for buildings located within the Westonia Historical Precinct.

New buildings or significant building renovations to existing lots are required to demonstrate design concepts which are sympathetic to existing façade buildings and provide due regard to the amenity of the historical streetscape.

Construction materials will be predominantly timber, corrugated iron and/or weatherboard.

A person shall not, without the written consent of the Building Surveyor, commence any construction within the Westonia Historical Precinct.

#### PART 3 – FENCES.

Written consent from the Building Surveyor shall be required for the construction of a free standing fence within the Westonia Historical Precinct.

All gates attached to a free standing fence shall open into the lot or, open by a sliding panel on the inside of the fence of which it forms part, when closed.

An owner of a lot on which a fence is erected shall maintain the fence in good condition so as to prevent it from becoming dangerous, dilapidated, or unsightly to the amenity of the streetscape.

All fences within the Westonia Historical Precinct shall not exceed more than 1200 mm in height.

#### PART 4 – APPROVALS

Where a person is required to obtain the approval of the Local Government under this Local Law, that person shall apply for approval in accordance with the following;

- (a) Be in the form determined by the Local Government
- (b) Be signed by the applicant and the owner of the lot
- (c) Provide the information provided by the form, and,
- (d) Be forwarded to the CEO together with any fee imposed and determined by the Local Government under and in accordance with sections 6.16 to 6.19 of the Local Government Act 1995.

The Local Government may require an applicant to provide additional information reasonably related to an application before determining an application for approval.

The Local Government may refuse an application which is not in accordance with the requirements outlined in (a), (b), (c), and (d) above.

The Local Government may approve the application unconditionally or subject to applied conditions, and the applicant, owner or occupier of the lot to which the approval relates, shall comply with any terms and/or conditions of that approval.

#### PART 5 – NOTICE OF BREACH

Where a breach of any provision of this Local Law has occurred in relation to a building development or fence on a lot, the Local Government may give notice in writing to the owner of that lot.

A notice of breach shall specify the provision of the Local Law which has been breached, specify the particulars of the breach, and, state that the owner is to remedy the breach in the time specified in the notice.

Should the owner fail to remedy the breach, the Local Government may, by its employees, agents or contractors, enter upon the lot to which the notice relates, to remedy the breach and recover the expenses of doing so from the owner in a court of competent jurisdiction.

The provisions of this clause are subject to section 3.25 and item 12 of Division 1 of Schedule 3.1 of the Local government Act 1995 and any entry onto land will be in accordance with Part 3 Division 3 of that Act.

#### PART 6 \_ OFFENCES

A person who fails to comply with a notice of breach commits an offence and is liable upon conviction to a penalty of not less than \$250 and not exceeding \$5000, and, if the offence is a continuing offence, to a maximum daily penalty of \$500.

A person who fails to comply with or contravenes any provision of this Local Law commits an offenceand is liable on conviction to a penalty of not less than \$250 and not exceeding \$5000 and, if the offence is a continuing offence, to a maximum daily penalty of \$500.

The Common Seal of the Shire of Westonia has been affixed by authority of a resolution of the Council in the presence of -;

Shire President

Chief Executive Officer.

#### LOCAL GOVERNMENT ACT 1995

#### SHIRE OF WESTONIA

#### SHIPPING AND/OR SEA CONTAINER LOCAL LAW 2022

#### PART 1 - PRELIMINARY

#### 1.1 CITATION

This Local Law is the Shire of Westonia Shipping and/or Sea Container Local Law 2022

#### 1.2 Commencement

This Local Law comes into operation 14 days after the date of its publication in the Government Gazette.

#### 1.3 Purpose and effect

- 1. The purpose of this Local Law is to prescribe the approval process required for the placement of shipping and/or sea containers on residential, commercial and industrial land within the Westonia townsite.
- 2. The effect of this Local Law is to establish minimum requirements for the placement of shipping and/or sea containers on land within the Westonia townsite.
- 3.

#### 1.4 Application

This Local Law applies to all categories of land within the Westonia townsite.

#### 1.5 Definitions

In this Local Law;

Act means the Local Government Act 1995

Applicant means the person making an application for approval under this Local Law.

Building Surveyor means a building surveyor of the Local Government.

CEO means the Chief Executive Officer of the Local government

Commercial lot means a lot where a commercial use is permitted or will be its predominant use.

Front setback area means the area between the building line of a lot and the front boundary of that lot.

Industrial lot means a lot where an industrial use is permitted and which is its predominant use.

Local government means the Shire of Westonia.

Residential lot means a lot where residential use is permitted and which is its predominant use.

Rural lot means a lot where rural use is permitted and which is its predominant use.

Special rural lot means a lot where special rural use is permitted and which is its predominant use.

Thoroughfare has the meaning given to it by the Act, but does not include a private thoroughfare which is not under the control of the Local Government.

#### 1.6 License fees and charges

All license fees and charges under this Local Law shall be determined by the Local Government from time to time in accordance with section 6.16 of the Act.

#### PART 2 – APPROVALS

#### 2.1 Application for approval

1. Where a person is required to obtain the approval of the Local Government under this Local Law, that person shall apply through the following method;

(a) the application must be in the form determined by the Local Government

- (b) is signed by the applicant and the owner of the lot
- © provides all of the information required by the form

(d) be forwarded to the CEO of the Local Government together with the fee imposed by it under and in accordance with sections 6.16 to 6.19 of the Act.

2. The Local government may require the applicant to provide additional information reasonably related to an application before determining an application for approval.

3. The Local Government may refuse to consider any application which is not in accordance with the requirements of 1. And 2. Above.

2.2 Decision on application for approval

(a) The Local Government may – approve the application unconditionally, subject to any conditions, or may refuse the application outright.

(b) The Local Government is to provide the applicant with written advice of any refusal to approve.

© The Local government is to provide the applicant with written advise of its approval.

2.3 Compliance with approval.

Where an application has been approved, the applicant and the owner or occupier of the lot to which the approval relates, shall comply with the terms and conditions of that approval.

Unless otherwise stated in the form of approval, such approval granted under this Local law runs with the lot to which it relates, may be relied upon by any subsequent owner of the lot, and may be enforced by the Local Government against the subsequent owners of that lot.

Where the Local Government believes that the Local Law has been breached, the local Government is to provide written notice to the owner specifying details of the breach and providing the owner with a time within which the breach is to be rectified.

#### PART 3 – GENERAL CONDITIONS

- 1. Prior to the placement of a shipping and/or sea container on any lot within the Westonia townsite, a Development/Planning application will be required by the Local Government to adequately assess the application.
- 2. Once approval has been provided, the applicant is make application for a Building License to ensure that the Building Surveyor has oversight of its placement on the lot.
- 3. This Local Law limits the number of shipping and/or sea containers to one only per lot being a maximum of 6.5 meters for a residential lot and up to 12.5 meters for an industrial or commercial lot.
- 4. The shipping and/or sea container is to located wholly within the boundaries of the lot subject to the approval, and shall be maintained in a good and orderly condition to the satisfaction of the Local Government.
- 5. Following approval, the container shall be suitably screened and/or fenced from the road frontage, be located at the rear of the lot and not within the front setback, while meeting setback requirements of the Building Code of Australia classification.
- 6. The container cannot be located over septic tanks, leach drains or any utilities services or easements, and cannot, under any circumstances, be used as ancillary accommodation.
- 7. The Local Government may require additional works or measures other than those already mentioned, to properly address any amenity issues that arise from the location of the container.
- 8. Temporary use of a container on a building site as an office or storage unit is permissible, subject to application and approval by the Local Government. Such approval shall extend for the period of construction of the building only, and shall be removed within 14 days of completion of the building.
- 9. This Local Law applies retrospectively.

PART 4 – OFFENCES

A person who fails to comply with a notice of breach commits an offence and is liable on conviction to a penalty of not less than \$250 and not exceeding \$5000, and if the offence is a continuing offence, to a maximum daily penalty of \$500.

A person who fails to comply with or who contravenes any provision of this Local Law commits an offence and is liable on conviction, to a penalty of not less than \$250 and not exceeding \$5000 and, if the offence is a continuing offence, to a maximum daily penalty of \$500.

The common seal of the Shire Of Westonia was affixed by authority of a resolution of Council in the presence of;

Shire President

Chief Executive Officer.

9.2 COMMUNITY AND REGULATORY SERVICE

NIL

Responsible Officer:	John Merrick, ACEO		
Author:	John Merrick, ACEO		
File Reference:	F1.9.1		
Disclosure of Interest:	Cr Geier		
Attachments:	Nil		
Signature:	Officer	CEO	

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

Executive Decision

Legislative Requirement

#### Background

 Council has made allowance in its 2022/23 Budget for the provision of bituminous products as part of its adopted road's program, which includes approximately 35,000m<sup>2</sup> 2 x Coat seal using 14mm/7mm Aggregate A notice via e-quotes inviting tenders closing on 14<sup>th</sup> September 2022 was initiated.

X

#### Comment

At the close of tenders two submissions were received from the following:

Bitutek Pty Ltd and Downer EDI

In accordance with the Local Government (Functions & General) Regulations, Regulation 14(2a) the following criteria, will determine whether the tender should be accepted:

Demonstrated experience by tenderer to meet the requirements as set out in specifications.

A maintenance service best suited to the Principal's requirements that demonstrates a commitment to customer service and a professional corporate image.

Demonstrated ability and produces to ensure public and employee safety by way of Occupation Safety and Health, and adherence to the Traffic Management for Roadworks Code of Practice.

Tenderer	Selection Criteria and Weighting			Total weighted
Tenderer	Experience (50%)	Maintenance Service (25%)	Safety Commitment (25%)	Score
Bitutek Pty Ltd	50	25	20	95
Downer EDI	50	20	20	90

Assessment of Tenders against compliance criteria:

The tenderer for the supply of bituminous products including aggregate was deemed to comply with the compliance criteria.

Basis of Recommendation:

The tenderer has demonstrated significant experience in carrying out similar works and a demonstrated commitment to service, quality assurance and safety.

**Price Schedule** 

Bitutek PTY LTD	Downer EDI
\$ 358,750	\$ 413,350

#### **Statutory Environment**

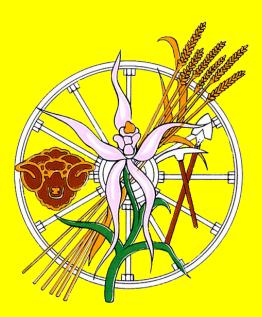
Local Government Act 1995, section 3.57 – Tenders for providing goods or services

Policy Implications
Council does not have a policy in relation to this matter
Strategic Implications
Nil
<b>Financial Implications</b> An allocation of funds has been allowed for in the 2022/23 financial budget as part of the annual roads program.
Voting Requirements
Simple Majority Absolute Majority
OFFICER RECOMMENDATIONS
That Council:

1. Accept the tender received from Bitutek for the Supply of Bituminous Products for the total tendered price of \$ 358,750 including GST, with CEO authorized to negotiate local cartage of aggregate included in the price as per Council's Purchasing Policy.

# Attachment 9.3.1

# Shire of Westonia



# Tender 1-22/23- Bituminous Products



## **TENDER SUBMISSION**

Shire of Westonia

## **RFT TENDER 01-22/23**

### SUPPLY AND LAY OF BITUMINOUS PRODUCTS INCLUDING AGGREGATE





P.O. Box 2229 Ellenbrook WA 6069

Tel: (08) 9296 6411 Fax: (08) 9296 6499

ABN 86 154 879 080

The Chief Executive Officer Shire of Westonia Wolfram Street WESTONIA WA 6423

Tuesday 13th September 2022

Dear Sir/Madam,

#### RE: RFT TENDER 01-22/23

#### SUPPLY AND LAY OF BITUMINOUS PRODUCT INCLUDING AGGREGATE

Please find enclosed our submission of offer for the above tender. This letter coupled with the attached price schedule and supporting documentation constitutes our submission.

Bitutek commenced trading in 2012 and is a 100% West Australian privately owned and operated company with all revenue and employment in the local West Australian economy. The Directors, Rod Evans and Rob Lundie, have combined industry experience totalling 85 years and have a proven track record within the West Australian bitumen market.

Please note the following:

- Bitutek has successfully completed numerous Shire of Westonia sealing programmes over the past 5+ years. We believe we have established a proven track record, and an in-depth knowledge of the area; as well as the specific shire requirements and programme.
- Rates are based on one mobilisation/demobilisation included in rates; any additional mobilisations/demobilisations will be by negotiation.
- Rates assume a two coat primerseal, to be completed in the same mobilisation.

Bitutek's operations team and field supervision staff have an unrivalled depth of experience and knowledge; their experience includes numerous projects from small sub-divisions through to haul roads, airstrips and reseal programmes exceeding several million litres. This level of expertise coupled with a modern fleet of 8 bitumen sprayers and 4 full service crews puts Bitutek in a strong position to undertake a project of any size in any part of Western Australia.

Since its formation in July 2012 Bitutek has sprayed over 127 million litres of bitumen throughout Western Australia, some highlights include:

- MRWA Kimberley Reseals
- NorthLink Project
- Onslow Road Project



- GNH Wyndham Spur Upgrade
- Busselton Airport
- MRWA Goldfields Reseals
- MRWA Goldfields Pavement Repairs
- MRWA Pilbara Pavement Repairs
- MRWA Kimberley Pavement Repairs
- Numerous LGA Seal Programmes

Bitutek also has the largest fleet of bulk bitumen tankers in Western Australia. With 18 prime movers and 58 bulk bitumen trailers Bitutek has the capacity to move upwards of 1,000,000 litres of bituminous products on any given day and is a key supplier to spray seal contractors and asphalt companies across the state.

If successful with our submission and subject to mutual satisfaction upon completion of the initial tender term, Bitutek would be prepared to extend the tender arrangements in conjunction with the Shire and a review of the tendered rates.

I look forward to working with you in the future and welcome any requests for clarification you may have.

Yours Sincerely,

N.D. Celentetre

Nathan Le Coultre





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#### SHIRE OF WESTONIA - TENDER 01-22/23

Tenders for the Supply and Lay of Bituminous Products including Aggregate are invited and will be received until 4.00pm Wednesday 14th September 2022,

#### **Conditions of Tender and Contract**

**1. Extent of Contract** This tender calls for the supply and lay of approximately 35,000m<sup>2</sup> of bituminous surfacing within the Shire of Westonia as specified herein.

The works required in this tender shall be performed in strict accordance with this specification, the detailed specification which shall be submitted with the tender and to the entire satisfaction of the Works Supervisor.

All tenders shall include Goods and Services tax in all aspects of documentation submitted to Council.

#### 2. Tender Form

Only tenders submitted on the attached Form of Tender and accompanied by all pages of this document duly signed will be accepted.

#### 3. Lodgement of Tender

Tenders are to be submitted to

Chief Executive Officer Shire of Westonia Wolfram Street Westonia WA 6423

and are to be lodged in the Tender Box at the Shire Office in Westonia, Wolfram Street, no later than 4.00pm Wednesday 14th September 2022.

It is the responsibility of the tenderer to ensure that tender documents are lodged by the due date. Latetenders will not be accepted.

#### 4. Opening and Registration of Tenders

All tenders lodged before closing time will be opened and registered at the closing date and time as listed. Any tenderer may be present at the opening and record the prices submitted only,

#### 5. Acceptance of Tenders

The lowest or any tender is not necessarily accepted. Acceptance of tender will be affected only by written acceptance after the closing date. This tender and written acceptance thereof shall form the binding contract. A Council Work Order Form will be issued for this purpose.

#### 6. Evaluation Criteria

As part of its evaluation criteria, Council will take into consideration the following:

- Demonstrated experience by tenderer to meet the requirements as set out in specification
- A maintenance service best suited to the principal's requirements that demonstrates a 8 commitment to customer service and a professional corporate image
- Demonstrated ability and procedures to ensure public and employee safety by way of 8 Occupational Safety and Health, and adherence to the Traffic Management for Roadworks Code of Practice.

#### 7. Delivery

The majority of works are to be carried prior to Christmas and at a time arranged by the Construction

Supervisor.

#### 8. Payment

Payment shall be made within 30 days from the end of the month of delivery of the purchased item. Cash payments will not be made. Goods and Services Tax is applicable to this tender. The tenderer must specify whether the cost per item is inclusive or exclusive of GST.

#### 9. Annulment of Contract

Failure by the contractor to meet the agreed delivery time or any of the technical specifications will constitute grounds for the cancellation of the contract at the discretion of the Shire of Westonia.

#### **10. Contact Person**

Enquiries in relation to the proposed works can be made to the following personnel:

Construction Supervisor	Kevin Paust	0427 467 077
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#### 11. Insurances

The successful Tenderer and its subcontractor(s) (if any) will be required to effect and maintain the insurance policies referred to in clause 24 of the General Conditions of Contract for the Provision of Services in the following sums:

- public liability insurance in the sum of at least \$10,000,000 in respect of any one (a) occurrence and for an unlimited number of claims; and
- (b) professional indemnity insurance in the sum of at least \$10,000,000 in respect of any one occurrence and for an unlimited number of claims; and

if applicable, will be required to effect and maintain product liability insurance in the sum of at least \$10,000,000 in respect of any one occurrence and for an unlimited number of claims.

#### **12. Additional Information**

Tenderers are encouraged to supply additional specification sheets and/or photographs to assist Council in the selection process.

The tenderer hereby confirms that he/she accepts all of the above terms and conditions.

Deleutra **Tenderer's Signature** 

#### SPECIFICATION AND SPECIAL CONDITIONS OF CONTRACT

#### 1.1 SPECIFICATION

#### 1.1.1 TECHNICAL SPECIFICATION

This contract is for the application of bitumen spray seals and includes:

- Seal design;
- Supply and application of hot sprayed bitumen;
- Supply, precoat and spread of binding (aggregate);
- Cartage of aggregate from quarry to site. (Council want the option for local cartage contractors to backload aggregate product so separable price for cartage is required in pricing section).
- Preland post seaf application sweeping;
- Rolling;
- Traffic control during spray seal works.

#### 1.1.2 RATE OF DELIVERY

Approximately 35,000m<sup>2</sup> of combined primer scal 14mm and 1st coat seal of 7mm is programmed for the period of the contract in accordance with Council's adopted Road Works Programme. The majority of works will be carried out prior to Christmas. The order of works and timing will be made available when the year's Works Programme schedule has been finalised. For tender purposes scaling is to be estimated by using 14mm aggregate for 1<sup>st</sup> coat scal with an application rate to be determined by the tenderer and confirmed with the principal prior to work commencing.

#### 1.1.3 GENERAL WORKMANSHIP

The Contractor shall ensure that all sprayed bitumen work is undertaken in accordance with current Main Roads WA guidelines and safety standards for Safe Handling of Bituminous Products.

Faulty work is to be attended to immediately as any delay will compromise the standard of the finished product. The contractor is to avoid unsightly blemishes on new work and existing surfaces, protect structures (kerbs etc) and existing seal works from overspray.

For work done near the end of the day ensure that adequate time is given for rolling and traffic control. On heavily trafficked and tourist roads, the contractor is to avoid working Fridays or the day before public holidays,

#### 1.1.4 PAVEMENT PREPARATION

#### Reseals

The Principal, prior to reseal works being carried out, shall correct all surface defects within these areas,

The contractor is to thoroughly sweep the reseal pavement surfaces. The swept area is to extend at least 300mm outside the sprayed area. Wind direction and strength are to be taken into consideration to avoid swept off material falling onto the work area or new work.

#### 1.1.5 MARKING OUT

All reseals shall be marked out by the Principal (start and finish) and widths confirmed with the contractor. For primer seals the Principal shall mark out the start and finish as well as an edge line.

#### 1.1.6 SEAL DESIGN

The design of all reseals shall be carried out by the contractor in terms of the latest Australian Asphalt Paving Association (AAPA) design guidelines. Traffic counts and other relevant information shall be supplied by the Principal.

The grade of bitumen, binder mix, size of aggregate and rate of binder and aggregate application shall be at the discretion of the tenderer and be confirmed with the Principal prior to work commencing and a copy of all design calculations supplied.

#### 1.1.7 SPRAYING

Spraying may only commence when the binder has reached the appropriate temperature, ground temperature conditions are conducive, all traffic management is in place and sufficient aggregate is on site (loaded onto spreader trucks).

Binder is to be covered with aggregate within 10 minutes (in air temperatures not exceeding 25° Celsius) or within 15 minutes (in air temperatures exceeding 25° Celsius). This time limit includes all 'wet ends' left for joining purposes.

Hand spraying is to be left to a minimum and care is to be taken by operators not to overspray on fishtails, tight radii and local widenings.

Spray rates are to be recorded and submitted to the Principal with tax invoices for payment purposes on completion of works.

#### 1.1.8 AGGREGATE SUPPLY, PRECOAT AND APPLICATION

#### Supply

The aggregate used for seal works shall be crushed basalt or granite and consist of clean, tough, durable fragments free from an excess of thin or clongated pieces, free from soft or disintegrated pieces, stone coated with dirt or other deleterious matter.

The proportion of flat and elongated particles in any grading of coarse aggregate shall not exceed 20%. A flat particle is one having a ratio of length to width greater than three. There shall be no more than 2.5% of particles of greater length in any direction than twice the gauge, and there shall be no more than 20% of the particles of greater dimensions in any direction than 25% in excess of the gauge.

The clongation factor, which shall be defined as the ratio of an Average Long Dimension to the Least Average Dimension, shall not exceed 2.75.

The properties of the erushed aggregate shall satisfy the following requirements:

Physical Properties of Crushed Aggregate				
	Limit	Method or Test		
Los Angeles Abrasion Value		MRWA Test Method		
Basalt	25% max	WA 220.1		
Granite	35% max			
Moisture Content	Dry (free of visible surface moisture).	WA 212.1 or 212.2		
Flakiness Index	35% max	WA 216.1		
Particle Size Distribution	As per table below	WA 210.1		
Unsound Particles	5% max	AS1141.30		

	707	
Water Absorption	2% max	AS11416.1

The limits on percentage of aggregate passing AS Sieves, by mass of sample shall be as follows:

AS Sieve Size (mm)	14mm	10mm
19.00		
16,00	100	
13.20	80-100	100
9.50	0-20	80-100
6.70	0-2	0-20
4.75		0-2
2.36		
1.18	0-0,5	0-0.5
Particle Size Distributi	on Percentage by Mass	Passing Each Sieve
	(Mean of Three Samples) the requirements of Grate B sit	

Should it be found on testing that the material does not conform to the specifications it is to be removed from site and replaced at the Contractor's cost.

Tenderers are to provide details of the source of the aggregate i.e. location of quarry.

#### Precoat

All aggregate used on seals is to be pre-coated with a bitumen based liquid (Bitumen Products - Pre-coat Supa 30/50 or approved equivalent) at an application rate of between 7 and 12 litres per cubic metre of aggregate. The pre-coat application rate is to be determined by the Contractor during the design process. An adjustment may be required to the amount of cutter used in the seal design due to the pre-coat.

Pre-coating of aggregate is to be carried out either at the quarry or stockpile by way of mechanical means with an application rate set per tonnage (or cubic metre) rate.

#### Aggregate Application

Aggregate is to be spread by way of truck mounted box spreaders controlled either from the cab.

Only experienced operators and truck drivers are to be used.

Sufficient aggregate is to be on site, loaded in the trucks, prior to the commencement of spraying any binder. Binder is to be covered as set out in Section 1.1.7 (spraying) above.

Aggregate quantities are to be recorded and the rate of application checked against the design. Variations in the aggregate application rate are not to exceed 10m<sup>2</sup> per m<sup>3</sup>.

#### 1.1.9 ROLLING

Rolling is to be carried out by pneumatic rubber tyred self-propelled multi-wheel roller. Rolling is to take place closely behind the aggregate spreaders while the binder is still fluid enough to adhere to the aggregate, and should cover the full width of the sprayed area.

As a general rule one roller hour is required for every 1.200 litres of binder sprayed.

#### 1.1.10**PROTECTION OF WORKS**

The Contractor is responsible to protect the works for the first four hours by way of appropriate traffic control methods. The seal is to be inspected by the Contractor 24 hours after completion and any damage reported to the Principal.

#### 1.1.11 ROAD SAFETY

The Contractor is to creef temporary signage warning motorists of the presence of loose aggregate on the road for a minimum of three days after completion of the works. On removal of the signage any areas with an accumulation

of aggregate are to be swept (ie curves and intersections).

#### 1.1.12 FAILURES AND REMEDIES

Any defects noted by the Principal within twelve months of the seal being laid attributable to poor workmanship, the seal design or substandard materials are to be remedied by the Contractor at his/her expense.

#### 1.1.13 TRAFFIC CONTROL

The contractor is responsible for all traffic control during the laying of seals. Any maintenance works on or in the near vicinity of public roads are to be assessed in terms of the Traffic Management for Roadworks - Code of Practice, and the necessary temporary signage erected by suitably qualified operators. In the event of traffic management plans being required for more complex works, the Principal will arrange suitable management approvals and measures.

Contractor's vehicles not directly involved with works are to be parked safely off the road or where possible on lesser-trafficked side roads. The backs of the vehicles where loading ramps are present are to be coned to alert road users. All temporary signage is to be removed once maintenance activities on or in the vicinity of the road verge is completed.

The tenderer hereby confirms that all, of the above are included in the price tendered.

). (elaster **Tenderer's Signature** 

#### FORM OF TENDER

The undersigned hereby submits his/her tender for the Supply & Lay of Bituminous Products including Aggregate in accordance with all specifications and conditions of this document as follows:

All pricing must include GST.

Description	Unit	Quantity	Rate	Total
Supply and spray hot bitumen (including blinding) 95/5 @ 1.8L/m2 Primer seal 14mm	m <sup>2</sup>	35,000	\$5.85	\$ 204,750.0 Include GST
Supply and spray hot bitumen (including blinding) C170 Bitumen @1.1L/m2	m <sup>2</sup>	35,000	84.40	\$ 154 000 00

Rates may vary on application of works.

Rates above include Supply and Deliver of Aggregate

ADDITIONAL INFORMATION - AGGREGATE SOURCE\*

Location of Quarry - Address	Aggregate Quantities (7mm, 14mm)/Cartage Cost				
Hanson	Rebate of \$0,75/m2 per coat incli				
Red Hill	if shire delivers Aggregate.				

BITUTEK PTY LTO

**Company Name** 

PO BOX 2229, ELLENBROOKWA 6069

**Company** address

<u>9296 6411</u> Phone

<u>9296 6499</u> Fax

N.D. Calcultor / ESTIMATOR Signature / Position

NATHAN LE COULTRE Name (please print)

Date 13/09/2022

Aggregate Estimate Quantities: 14mm ~ 562 tonnes 7 ~ 402 tomes

#### **Relevant Experience**

Works completed for Local Government since commencement of trading include rural seals/reseals, town streets and airfields, with a combined total in excess of \$89M:

- Shire of Beverley
- Shire of Broomehill-Tambellup
- Shire of Bruce Rock
- Shire of Carnamah
- Shire of Chapman Valley
- Shire of Coorow
- Shire of Corrigin
- Shire of Cranbrook
- Shire of Cuballing
- Shire of Cue
- Shire of Cunderdin
- Shire of Dalwallinu
- Shire of Dandaragan
- Shire of Dowerin
- Shire of Dumbleyung
- Shire of Dundas
- Shire of Esperance
- Shire of Gingin
- Shire of Goomalling
- Shire of Irwin
- Shire of Kent
- Shire of Kondinin
- Shire of Koorda

- Shire of Kulin
- Shire of Lake Grace
- Shire of Meekatharra
- Shire of Menzies
- Shire of Merredin
- Shire of Mingenew
- Shire of Moora
- Shire of Morawa
- Shire of Mount Magnet
- Shire of Narembeen
- Shire of Northampton
- Shire of Perenjori
- Shire of Pingelly
- Shire of Tammin
- Shire of Three Springs
- Shire of Wagin
- Shire of Westonia
- Shire of Wickepin
- Shire of Williams
- Shire of Woodanilling
- Shire of Yalgoo
- Shire of Yilgarn



Other major contracts listed in the table below:

Client	Project Description	Contract Value	Timing
/IRWA	Kimberley Pavement Repairs	\$920,000	Jun 2022 – Ongoing
Maca Civil	Brand Highway Rehab	\$1.3M	Mar 2022 – Ongoing
lighway Construction	Coolgardie-Esperance Highway	\$1.9M	Feb 2021 – Ongoing
/entia/MRWA	Pilbara Pavement Repairs	\$1.1M	Feb 2022 – Jun 2022
/IRWA	Kimberley Reseal Contract	\$7.6M	Sep 2021 – Jun 2022
Garli/Lend Lease	Bindoon Bypass North	\$1.2M	Feb 2022 – May 2022
/IRWA	Midwest-Gascoyne Reseal Contract	\$5.5M	Nov 2021 – Feb 2022
end Lease	Shark Bay Road Widenings	\$750,000	Jul 2021 – Sep 2021
Vongutha Way Alliance	Great Central Road	\$2.3M	Feb 2021 – Sep 2021
end Lease/MRWA	York-Merredin Road Widenings	\$1M	May 2021 – Jun 2021
end Lease	GNH Widenings Kumarina	\$1.2M	Mar 2021 – Apr 2021
Aaca Civil	Corunna Downs Access Road	\$2.4M	Oct 2020 - Apr 2021
end Lease/MRWA	Wheatbelt Pavement Repairs	\$1M	Oct 2020 – Jan 2021
end Lease	Indian Ocean Drive Upgrades	\$3.1M	Nov 2019 – Jan 2021
IRWA	Kimberley Reseal Contract	\$7.3M	Sep 2020 – Nov 2020
Aaca Civil	Karratha-Tom Price Road	\$1.5M	August 2020
IRWA	Kimberley Pavement Repairs	\$720,000	Jul 2020 – Aug 2020
lighway Construction	Onslow Road Project	\$4.8M	Sep 2019 – Mar 2020
GC Asphalt	NorthLink Stage 3 (Bitumen Supply)	\$4.5M	Jan 2019 – Mar 2020
entia/MRWA	GNH Roy Hill to FMG Bridge	\$640,000	Jul 2019 - Oct 2019
VBHO Infrastructure	GNH Wyndham Spur Upgrade	\$3.5M	Sep 2018 – Jun 2019
ighway Construction	GNH Muchea to Wubin Stage 2	\$1M	Jan 2019 – Jun 2019
rtech	Carosue Dam Aerodrome	\$750,000	Dec 2018 – Jan 2019
M Roads/MRWA	Goldfields Pavement Repairs	\$1.1M	Nov 2018 – Jan 2019
GC Asphalt	NorthLink Stage 2 (Spray)	\$2.2M	Nov 2017 – Jan 2019
GC Asphalt	NorthLink Stage 2 (Spray)	\$25M	Nov 2017 – Jan 2019 Nov 2017 – Jan 2019
GC Asphalt	Busselton Airport (Bitumen Supply)	\$720,000	Jan 2018 – Apr 2018
GC Asphalt	Busselton Airport (Strainen Supply)	\$1.1M	Apr 2017 – Apr 2018
end Lease/MRWA	Goldfields Reseal Contract	\$4.1M	The second s
laca Civil	Gruyere Gold	\$1.1M	Dec 2017 – Mar 2018
GC Asphalt	Coondewanna Aerodrome	\$250,000	Sep 2017 – Dec 2017 November 2017
end Lease/MRWA	Goldfields Pavement Repairs		
entia/MRWA	Pilbara Pavement Repairs	\$550,000	October 2017
end Lease/MRWA	Goldfields Reseal Contract	\$550,000	October 2017
end Lease/MRWA		\$4.2M	Feb 2017 – Mar 2017
J Vincent	Goldfields Pavement Repairs	\$1.1M	Nov 2016 – Mar 2017
entia/MRWA	Nova Project – Fraser Range	\$450,000	October 2016
	Pilbara Pavement Repairs	\$550,000	Sep 2016 – Oct 2016
GC Contracting	Sino Iron – Cape Preston	\$350,000	Aug 2016 – Sep 2016
ighway Construction	Onslow Ring Road	\$400,000	April 2016
end Lease/MRWA	Goldfields Reseal Contract	\$4.5M	Jan 2016 – Mar 2016
ownerMouchel/MRWA	Kimberley Pavement Repairs	\$600,000	Jul 2015 – Aug 2015
end Lease/MRWA	Eyre Highway Widenings	\$400,000	Jun 2015 – Jul 2015
end Lease/MRWA	Goldfields Reseal Contract	\$1.8M	Jan 2015 – Mar 2015
GC Contracting	Roy Hill Port Landside Package 3	\$2.9M	Dec 2014 – Jan 2016
end Lease/MRWA	Goldfields Pavement Repairs	\$1.2M	Oct 2014 – Dec 2014
end Lease/MRWA	Goldfields Reseal Contract	\$4.5M	Jan 2014 – Mar 2014
end Lease/MRWA	Goldfields Pavement Repairs	\$1.4M	Oct 2013 – Jan 2014
eighton Contractors	Hope Downs 4	\$1.7M	August 2013
	Goldfields Reseal Contract	\$1.6M	February 2013
pigroup/MRWA acmahon/MRWA			-





## Referees

The following referees will attest to our ability, professionalism, quality of workmanship and service:

	Reference 1	Reference 2	Reference 3
Services Provided	Spray & Cover	Spray & Cover	Supply & Spray
Project	Various	Midwest-Gascoyne Region	Various
Value (approx)	\$1M per annum	\$1.5M per annum	\$250,000 per annum
Date Started	2021	2012	2014
Date Completed	Ongoing	Ongoing	Ongoing
Client / Contractor	Swan Stabilizers	Lend Lease / MRWA	Shire of Kondinin
Contact Name	Paul Bussell	Gary Poggenpoel	Mark Burgess
Contact Position	General Manager	Construction Manager	Works Manager
Telephone Number	Available on request	Available on request	Available on request





## **Tenderer's Resources**

Bitutek is the single largest capacity spray seal company in WA, we are the largest carrier of bitumen, we operate the largest fleet of bitumen equipment and we are the only company within the state with the ability to expand to 5 'Full Service' sealing crews.

Bitutek owns and operates the largest fleet of bitumen tankers in Western Australia. With 18 prime movers and 58 bulk bitumen trailers Bitutek has the capacity to move upwards of 1,000,000 litres of bituminous products on any given day (plus 200 MT of static storage in Upper Swan), and can therefore ensure timely delivery of bituminous product – this is entirely within our own resources for all deliveries, with no reliance on any outside companies to meet required timeframes, quality of product, and continuity of supply.

The following resources are all owned and operated by Bitutek and is based in Western Australia at all times:

PLANT TYPE	NO. OF ITEMS	COMMENTS
Bitumen Sprayers	8	Modern spray fleet – 4 sprayers were commissioned in 2012, 1 commissioned in 2014, 1 commissioned in 2016, 2 commissioned in 2020
Company Aggregate Spreader Trucks	13	
Subcontract Aggregate Spreader Trucks	4	
Equipment Trailers	7	
Front End Loaders	6	
Multi Tyred Rollers	9	
Combination Rollers	5	
Precoaters	5	
Brooms	14	
Bitumen Trailers	58	
Prime Movers	18	
Crew Cab	7	

Bitutek's road surfacing equipment is the youngest and most modern fleet in Western Australia with over 180 pieces of equipment and 90% of this fleet being less than 5 years in age.

Bitutek's large fleet allows for maximum flexibility and capacity to deal with any required programme changes/resourcing requirements/breakdowns etc.





## **Demonstrated Understanding**

Bitutek's operations team and field supervision staff have successfully completed numerous projects of various sizes from small sub-divisions through to haul roads, airstrips and reseal programmes exceeding several million litres. The 'Relevant Experience' supporting documentation will attest to the depth of experience from senior management through to field staff within the company ranks.

A detailed proposal will be put forward to the Shire Works Manager prior to the commencement of each job, this will include scheduling of bitumen delivery's, crew details, preparation of work site, aggregate delivery's etc. We will work with the Shire to ensure that there is an open line of communication regarding upcoming works so that affected residents can be duly notified.

Bitutek will also make a Supervisor available to the Shire prior to the mobilisation of any plant or personnel so that the proposed methodology can be effectively communicated to the Shire and any amendments made prior to commencement of work.

All works will be managed and completed in accordance with Bitutek management systems and the contract.

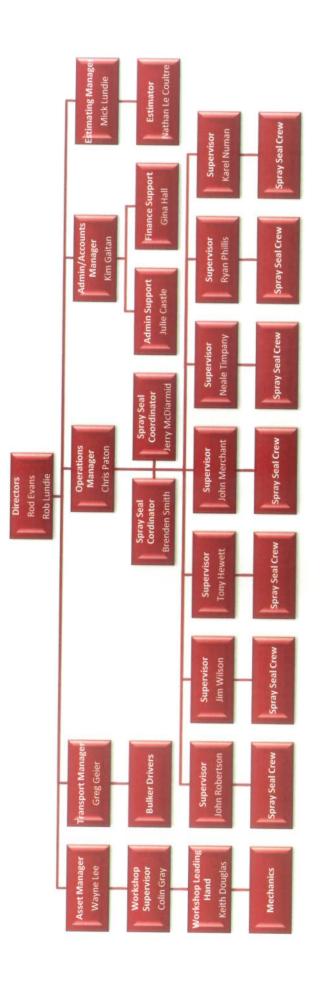
Regular communication with management to monitor progress and performance and flag any potential issues that will impact delivery.





# **Organisation Chart**

July 2022



## **Management and Field Personnel**

## Rob Lundie Director

Responsible for overall management and direction of Bitutek. Qualified Civil Engineer. 40 years bitumen experience including importation of product, manufacturing and contracting throughout Australia.

## Rod Evans Director

Responsible for overall management and direction of Bitutek. 46 years experience in the bitumen industry. 25 years within senior management positions in the West Australian bitumen industry. Significant field experience and experience in transportation of product.

## Chris Paton Operations Manager

Responsible for contract negotiation and management and delivery of projects. Bachelor of Commerce. Diploma in Project Management. 20 years contracting experience, 16 years within the West Australian bitumen industry in numerous roles including estimating, logistics and contracts management.

## Brenden Smith Spray Seal Coordinator

Responsible for daily management of spray seal crews. 18 years experience including transport and spraying. Emulsion manufacturing experience.

## Greg Geier Transport Manager

Responsible for coordination of the bulk bitumen cartage fleet. 28 years experience in the West Australian bitumen industry. Significant experience in transport and logistics of bitumen supply to spray seal crews and asphalt plants.

## Wayne Lee Asset Manager

Responsible for maintenance on all plant and machinery. 27 years experience in the West Australian bitumen industry. Significant experience in transport and logistics of bitumen supply to spray seal crews and asphalt plants.





## Mick Lundie Estimator / Seal Design

Responsible for tender preparation, pricing of all works, contract negotiation and assistance with technical support and management of projects. Bachelor of Commerce. 14 years experience in the West Australian bitumen industry in a number of roles including seal design, project management and estimating.

## Nathan Le Coultre Estimator

Responsible for tender preparation and pricing of works. Bachelor of Science, double major in Civil Engineering and Management. 3 years experience in the West Australian bitumen industry. 2 years Lab Technician in bitumen, aggregate, soils testing and construction materials.

## Kim Gaitan Accounts / Payroll

Responsible for payroll and financial assistance to the company accountant. 24 years accounting experience, 13 years within the West Australian bitumen industry.

## John Robertson Supervisor / Seal Design

Responsible for management of a spray seal crew and supervision of major projects and client liaison while onsite, technical support and seal design. 44 years experience within the bitumen industry in a variety of roles including estimating, logistics and supervisory positions. Significant field experience.

## Jim Wilson Supervisor

Responsible for management of a spray seal crew and supervision of major projects and client liaison while onsite. 33 years experience within the bitumen industry in a variety of roles. In recent years Jim has successfully supervised numerous major projects including MRWA works, ISA Contracts, Haul Rd's and airstrips.

## Tony Hewett Supervisor

Responsible for management of a spray seal crew and supervision of major projects and client liaison while onsite. 40 years experience within the bitumen industry in a variety of roles. In recent years Tony has successfully supervised numerous major projects including MRWA works, ISA Contracts, Haul Rd's and airstrips.





## John Merchant Supervisor / Seal Design

Responsible for management of a spray seal crew and supervision of major projects and client liaison while onsite, technical support and seal design. 33 years experience within the bitumen industry in a variety of roles including estimating, logistics and supervisory positions.

## Neale Timpany Supervisor

Responsible for management of a spray seal crew and supervision of major projects and client liaison while onsite. 22 years experience within the bitumen industry in a variety of roles.

## Ryan Phillis Supervisor

Responsible for management of a spray seal crew and supervision of major projects and client liaison while onsite. 27 years experience within the bitumen industry in a variety of roles.

## Karel Numan Supervisor

Responsible for management of a spray seal crew and supervision of major projects and client liaison while onsite. 22 years experience within the bitumen industry in a variety of roles.

## Sprayer Drivers

Responsible for supply, delivery and application of bitumen while onsite. We have a number of experienced and capable sprayer drivers to carry out spraying operations.

The staff mentioned above are supported by a number of individuals within the office and field environments, further information on specific roles and / or individuals is available on request.





**Quality ISO 9001 Accreditation** 

## CERTIFICATE OF REGISTRATION

# **Bitutek Pty Ltd**

1398 Great Northern Highway, Upper Swan WA 6069 Australia ABN 86 154 879 080

complies with the requirements of

## ISO 9001:2015

Quality Management Systems - Requirements

## for the following capability:

This registration covers the Quality Management System for the supply, transportation and application of bituminous products for pavements and other road surfaces.

Non-applicable Clause: 8.3 Design and development

Registered by: Quality Control Services (Environmental) Pty Ltd ABN 16 994 323 622 10 Rosina Street Woodcroft South Australia 5162 Australia

This certificate is subject to the Terms and Conditions for Certification, and relevant program rules. Currency of certification can be validated at www gate som au and www jasters org/our directory/tertified-organisations, it remains the property of QCSE Pty Ltd and must be returned upon request.

Certificate Number: 473012024 Issue Date: 28 July 2021

castono

Cheryl Stone Certification Manager





Page 21 of 28

Original Certification: 23 January 2013 Expiry Date: 17 August 2024



OMS Certified Company Licence Number: Q0473



IAS-ANZ



## **OH&S ISO 45001 Accreditation**

## CERTIFICATE OF REGISTRATION

# **Bitutek Pty Ltd**

1398 Great Northern Highway, Upper Swan WA 6069 Australia ABN 86 154 879 080

complies with the requirements of

## ISO 45001:2018

Occupational Health and Safety Management Systems - Requirements with guidance for use

### for the following capability:

This registration covers the Occupational Health and Safety Management System for the supply, transportation and application of bituminous products for pavements and other road surfaces.

> Registered by: Quality Control Services (Environmental) Pty Ltd ABN 16 994 323 622 10 Rosina Street Woodcroft South Australia 5162 Australia

This certificate is subject to the Terms and Conditions for Certification, and relevant program rules. Currency of certification can be validated at www gate com au and www jast and org/our directory/certified organisations. It remains the property of QCDE Pty Ltd and must be returned upon request.

Certificate Number: 473032024 Issue Date: 28 July 2021

CAStono

Cheryl Stone Certification Manager





Original Certification: 18 August 2018 Expiry Date: 17 August 2024



OH5MS Certified Company Licence Number: Q0473







**Environmental ISO 14001 Accreditation** 

## CERTIFICATE OF REGISTRATION

# **Bitutek Pty Ltd**

1398 Great Northern Highway, Upper Swan WA 6069 Australia ABN 86 154 879 080

complies with the requirements of

## ISO 14001:2015

Environmental Management Systems - Requirements with guidance for use

#### for the following capability:

This registration covers the Environmental Management System for the supply, transportation and application of bituminous products for pavements and other road surfaces.

> Registered by: Quality Control Services (Environmental) Pty Ltd ABN 16 994 323 622 10 Rosina Street Woodcroft South Australia 5162 Australia

This certificate is subject to the Terms and Conditions for Certification, and relevant program rules. Currency of certification can be validated at www lpcse.com au and www.jac-anz.org/bur-directory/Certifications; it remains the property of QCSE Pty Ltd and must be returned upon request.

Certificate Number: 473022024 Issue Date 28 July 2021

CASTONO

Cheryl Stone Certification Manager





Original Certification: 18 August 2018 Expiry Date: 17 August 2024



EMS Certified Company Licence Number: Q0473



JAS-ANZ





## **Quality Policy**



#### **Quality Policy**

The Management and Staff of Bitutek Pty Ltd are firmly committed to the implementation and maintenance of the quality control process in accordance with standard ISO 90012015 as described in our Company's Integrated Management System Manual

We are committed to providing an exceptional standard of service for the supply, delivery and application of bituminous products ensuring our clients expectations are met.

Our Quality Objectives are to:

- Ensure all materials used are in accordance with cur Quality Standards required by the specification, the applicable Australian and/or international standards and regulatory requirements.
- Consistently provide documentary evidence demonstrating all quality requirements are as specified.
- Ensure all personnel working within the organisation are aware of the Quality Standard and commitment to the company goals required to attain the quality of product for which the company are known.
- Train, educate and communicate with employee's, contractors, customers, visitors and other interested parties regarding this policy where necessary.
- Train, educate and communicate with employees and contractors our expectations for quality products and services.
- Provide a level of product and service that meets and exceeds our customers' expectations.
- Apply the "Plan, Do, Check, Act" methodology within our quality management system.
- Apply Risk Based thinking within our operations and processes.
- Follow up on products and services to ascertain that our goals are being achieved
- Comply with regulatory and statutory requirements.
- Commit to periodical audits to continually improve our quality management system and processes to meet the requirements of ISO 90012015.

We are committed to maintain an ongoing business relationship with our clients based on honesty, integrity and trust.

This policy statement is issued to clearly indicate the importance and our commitment to the Quality Management System.

This policy will be reviewed at least annually. All staff shall ensure the Quality Policy and information with the Quality Management System is communicated and recognised at appropriate levels throughout the organisation.

Rod Evans

Rob Lundie Director

June 2021

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AMV: 86 154 874 080	Quality Policy		Page 1 of 1





## **OH&S Policy**



## Occupational Health & Safety Policy

Bitutek Pty Ltd management are committed to providing a healthy and safe place of work for all employee's, contractors and other relevant interested parties involved with our business.

#### The Management and Staff at Bitutek Pty Ltd will:

- Comply with applicable occupational health and safety laws, regulations and other requirements related to the maintenance of a safe workplace.
- Provide safe and healthy working conditions for the prevention of work related injury and il health.
- Commit to elimination of hazards and reduction of occupational health and safety risks.
- Consult with workers on issues relating to occupational health and safety and encourage their participation;
- Commit to continual improvement of the occupational health and safety management system.

#### As part of our systems and processes we will:

- We will communicate this policy with employee's, contractors and other relevant interested parties;
- Make this policy available to interested parties upon request;
- Monitor and measure the effectiveness of our occupational health and safety management system to ensure continued improvement eimed at the elimination of work-related injury and illness;
- Conduct management review meetings to review our Occupational Health and Safety management system as appropriate;
- Report, investigate and apply corrective actions to all workplace incidents;
- Conduct audits of key processes within the business as part of our Continual Improvement Process;
- Ensure our Occupational Health and Safety Management System is conformant and certified to ISO 45001.2018.

This policy will be reviewed at least annually. All staff shall ensure the Occupational Health & Safety Policy and information with the Occupational Health & Safety Management System is communicated and recognised at appropriate levels throughout the organisation.

Rod Evans Director

Rob Lundie

June 2021

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## **Environmental Policy**



Sixtery + Transport + Application

### **Environmental Policy**

Bitutek Pty Ltd management are committed to minimising, where reasonably practicable, our impact on the environment for the benefit of current and future generations. We will strive to the continual improve our environmental management system, prevention of pollution and minimisation of waste relevant to our business processes.

#### Environmental Objectives

The Management and Staff at Bitutek Pty Ltd are committed and will strive to

- Implement processes to minimise waste and protect the environment.
- Actively promote recycling both on our work sites and within our administrational processes
- Minimise environmental impact at head office and on work sites

As part of our systems and processes we will:

- Train, educate and communicate with employee's, contractors and other relevant interested parties regarding this policy and expectations towards protecting the environment where necessary.
- Ensure that this policy is available to interested parties.
- Define and meet objectives, by documenting and monitoring measurable environmental targets consistent with this policy.
- Conduct management review meetings to ensure our Environmental Management System is reviewed and controlled appropriately.
- Report, investigate and apply corrective actions to all environmental incidents and non-compliances.
- Comply to environmental statutory, regulatory and other requirements.
- Document and mitigate all company environmental aspects and impacts where reasonably practicable.
- Conduct audits of key processes within the business as part of our Continual Improvement Process.
- Ensure our Environmental Management System is conformant and certified to ISO 14001-2015

This policy will be reviewed at least annually. All staff shall ensure the Environmental Policy and information with the Environmental Management System is communicated and recognised at appropriate levels throughout the organisation.

Rod Evans Depeter

Rob Lundie Director

June 2021







## **Insurance Coverage**

Туре	Insurance - Broker	Policy Number	Value (\$)	Expiry Date
Workers Compensation	AAI Limited Trading as GIO	WCW004940484	\$50M	15/03/2023
Public & Products Liability	Chubb Insurance Australia Limited	05CL014429	\$20M	15/03/2023
Industrial Special Plant	Underwriting Agencies of Australia Pty Ltd	16TI030535ISP	\$30M	15/03/2023





## **Subcontractors**

Name	Address	No of People of Employed		
Highways Traffic	3 Downing Street CARLISE WA 6101	50	Provision of Traffic Management Plans	
			Provision of Traffic Control While Onsite	







Shire of Westonia – Supply and Lay of Bituminous Products



Downer EDI Works ABN 97 003 872 848

> 5 Marion Rd Maddington WA 6109

1800 DOWNER www.downergroup.com

14 September 2022

Chief Executive Officer SHIRE OF WESTONIA Wolfram Street Westonia WA 6423

Dear Sir

## **RESPONSE TO TENDER 01-22/23**

Downer EDI Works Pty Ltd ("Downer") takes pleasure in submitting our response to the request for tender to the SHIRE OF WESTONIA.

Some of the value-added items that set Downer apart from our competitors, which will afford benefit to the Town and all its stakeholders include:

- Industry leading commitment to Zero Harm
- Locally based crew and plant
- Highly experienced in local government road networks
- Multi-disciplined road surfacing solutions including:
  - o Asphalt Laying
  - $\circ$  Stabilisation
  - o Micro Surfacing
- Commitment to innovation and product development

As the incumbent provider of spray seal surfacing to the Shires of Wyndham East Kimberley, Westonia, Broomehill Tambellup, Quairading, Gnowangerup, West Arthur, Mount Marshall, Murray including of bitumen spray services for the City of Swan and the Shire of Serpentine and Jarrahdale, Downer recognises the challenges of maintaining local government road networks and will bring extensive experience in maintaining the SHIRE OF WESTONIA road network.



Downer is confident that we have the necessary capability, experience, management systems and key personnel to work harmoniously with the SHIRE OF WESTONIA team and foster a relationship that delivers and meets your business requirements.

Should you have any queries in relation to our tender, please do not hesitate to contact the undersigned.

We thank you for the opportunity and await your further advice.

Yours faithfully,

Satijng-

Joseph Wijayamuni Spray seal Manager





# About us

Our Roads business manages and maintains road networks across Australia and manufactures and supplies products and services to create safe, efficient and reliable journeys.

Downer offers one of the largest non-government owned road services businesses in Australia, maintaining more than 33,000 kilometres of road nationally.

We create and deliver solutions to our customers' challenges through strategic asset management and a leading portfolio of products and services.

We are a leading manufacturer and supplier of bitumen based products and an innovator in the sustainable asphalt industry and circular economy, using recycled products and environmentally sustainable methods to produce asphalt.

Our customers include road owners, such as state and local government authorities, and businesses operating in industries including waste collection and management, mining, construction, airports and motor racing tracks. Our road network solutions are underpinned by industry-leading research, development and innovation, unique asset management tools and our commitment to safety, environment and sustainability through industry awarded Zero Harm programs.

We aim to employ the best people and bring the strength and experience of over 3,000 people across more than 75 locations in Australia.





# Downer Road Services Business Continuity Plan

## To our valued customers

Now more than ever, the trusted relationships we share with each of you underpin our continued work to help you succeed. As the impact of the novel coronavirus (COVID-19) outbreak increases, Downer's Road Services division is continuing to provide essential products and services essential to keep Australia moving at this critical time.

Our continued operations are supported by proactive measures that ensure the safety and welfare of our people, our customers, our partners and the general public.



## **Business continuity**

Downer is maintaining business as usual, operating with minimal impact and as few interruptions as possible. Our well-considered national plans ensure business continuity and we are confident of our ability to continue to perform.

These plans centre around health and wellbeing as the priority, including strategies around our asphalt production, our delivery crews, and our office and support services.



## Ensuring ongoing supply

We are in continuous contact with key suppliers and subcontractors to ensure that supplies and services continue, with no foreseeable issues with supply at this time.

Additionally, we are providing support to our long-term supply partners to develop contingency arrangements and navigate any challenges to their own ongoing operations.



## **Communication and education**

Each of our regions and facilities has a dedicated team acting as conduits for information, advice, support and emergency response as the situation and Government advice continues to evolve.

Toolbox topics, inductions, information sheets and posters have been developed and delivered to our workforce, together with regular email, SMS, video and intranet updates.



## Support and assistance

Our well-established Employee Assistance Program is providing support for our employees and their families as we navigate this unprecedented situation together.



## Mitigation of exposure risks

With the health, safety and welfare of our people, customers, and the general public front of mind, we have taken all practicable measures to mitigate exposure risks, including:

- Increased cleaning and hygiene measures at all sites nationwide
- Contactless interaction between offices and facilities, and the separation of work groups and crews
- Social distancing measures between personnel at all office and facility locations
- Office-based personnel transitioning to work-from-home where possible, and the introduction of alternating work groups, supported by site-specific plans to ensure continuity of operations
- Contactless interactions with external organisations, including deliveries, wherever possible
- Minimising the handling of physical documents
- Restrictions on visitors to business-critical site access only
- Use of online platforms to replace face-to-face meetings
- Cancellation of non-essential travel
- Postponement of non-essential training, with essential training being conducted online where possible
- At-home isolation and ongoing monitoring of personnel who have returned from travel, in line with the Australian Federal Government Department of Health international travel isolation requirements.



## Robust information technology systems

Our information technology systems have undergone upgrades in recent weeks in readiness for increased remote access and the growing use of online platforms for communications.

Trials have demonstrated that our servers have the required capacity for all personnel to work remotely at the same time, if required.



## Acting in line with current advice

Importantly, our teams are monitoring communications from the Federal and State Government, and the World Health Organisation as the situation evolves.

Our executive management, and the management teams at each geographical location, meet daily to ensure our actions and communications are in line with current advice.

Through considerable planning and preparation, we continue to ensure the safety and welfare of our people, our customers, our partners, and the public.

Downer is proud to continue to support our customer's success through this time. We invite you to contact us with any questions or concerns and we thank you for your ongoing support.



What we do

## Aboriginal and Torres Strait Islander engagement

Downer offers a robust approach to Aboriginal and Torres Strait Islander development and engagement with Traditional Owner groups in the regions of our operations.

Aboriginal and Torres Strait Islander engagement is a valued part of Downer's approach. Across Downer, we are continually working to build our organisational cultural competency, with a focus on further enhancing workforce diversity.

Our Aboriginal and Torres Strait Islander Policy details our high-level commitment to achieving improved economic participation for Aboriginal and Torres Strait Islander peoples.

To execute this commitment, we tailor Aboriginal and Torres Strait Islander employment strategies to suit our customers' needs.

We continue to support our current Aboriginal and Torres Strait employees and respectfully engage with many Indigenous communities to ensure we are providing people real jobs and lasting economic benefits.



## Downer's Reconciliation Action Plan

We acknowledge Aboriginal and Torres Strait Islander peoples as the First Australians and the Traditional Custodians of Australia and recognise and respect their history, cultures and spiritual connection to the land.

Our Innovate Reconciliation Action Plan (RAP) reaffirms our commitment to furthering the advancement of Aboriginal and Torres Strait Islander peoples, communities and organisations.

It builds on the Reflect RAP we introduced in 2016 and provides a framework and two-year action plan for increasing Aboriginal and Torres Strait Islander participation in both our workforce and supply chain.

This Innovate RAP will provide an important foundation for our actions between 2019 and 2021 and ensure we continue to develop our existing relationships with Aboriginal and Torres Strait Islander peoples, communities and organisations.

A RAP Working Group consisting of divisional leads ensures all parts of our business are involved in the RAP commitments.

In addition, our Spotless business has its own Innovate Reconciliation Action Plan and is currently consulting with Reconciliation Australia on registration and implementation of its Stretch RAP.









## **Supply Nation**

Downer is proud to be a member of Supply Nation, Australia's largest national directory of verified Aboriginal and Torres Strait Islander businesses.

Building capability and supporting Indigenous businesses for our supply chain is an integral part of Downer's vision for reconciliation.

We continue to work with Supply Nation to increase the number of their certified suppliers that can meet the requirements of Downer's diverse portfolio of work. This includes reporting Downer's supply chain spend with Indigenous businesses across Australia to measure performance and provide continued participation opportunities. This not only supports the Indigenous businesses, but also enables the employment of Aboriginal and Torres Strait Islander people. In addition to our Supply Nation

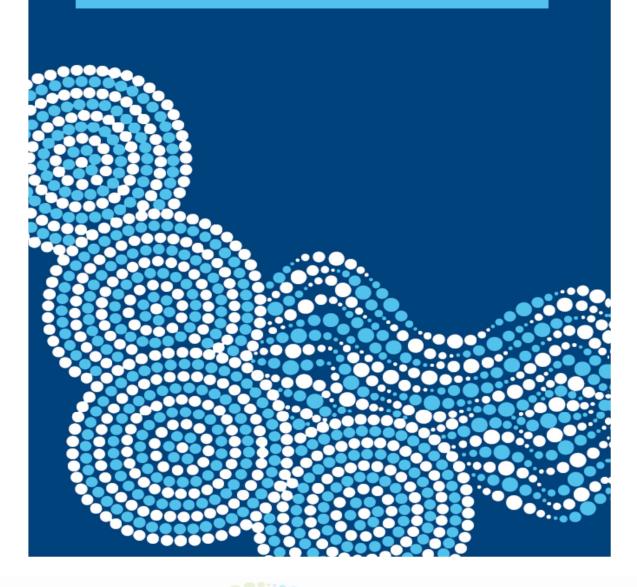
membership, Downer's procurement team is working to prequalify and support other Indigenous businesses that are not members of Supply Nation. This extends to companies that may not have been previously engaged in our traditional business operations to include suppliers such as retail, food supply, merchandise, training and other business services.



## Acknowledgment of Country

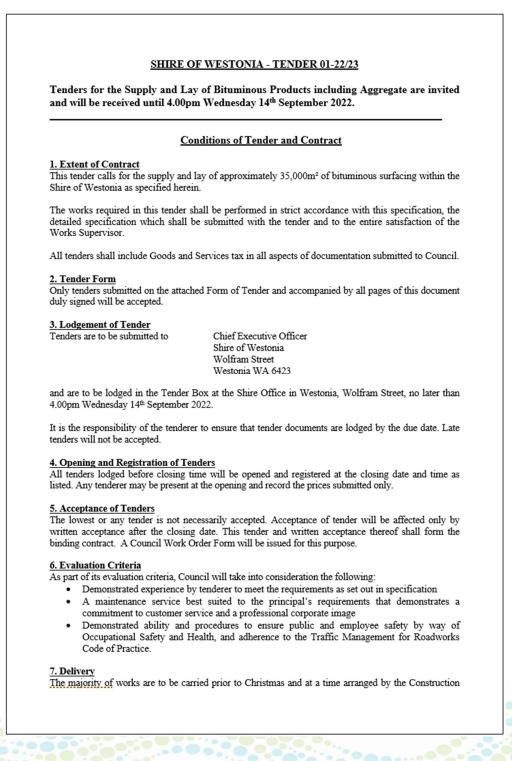
Downer acknowledges Aboriginal and Torres Strait Islander peoples as the First Australians and the Traditional Custodians across Australia.

We would like to acknowledge and pay our respects to the Elders of the past, present and future in maintaining the culture, country and their spiritual connection to the land.



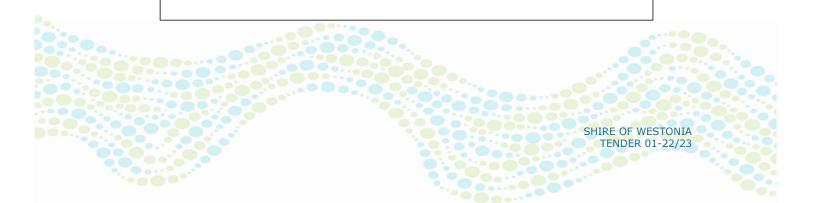


## Returnables





## Supervisor. 8. Payment Payment shall be made within 30 days from the end of the month of delivery of the purchased item. Cash payments will not be made. Goods and Services Tax is applicable to this tender. The tenderer must specify whether the cost per item is inclusive or exclusive of GST. 9. Annulment of Contract Failure by the contractor to meet the agreed delivery time or any of the technical specifications will constitute grounds for the cancellation of the contract at the discretion of the Shire of Westonia. 10. Contact Person Enquiries in relation to the proposed works can be made to the following personnel: Construction Supervisor Kevin Paust 0427 467 077 11. Insurances The successful Tenderer and its subcontractor(s) (if any) will be required to effect and maintain the insurance policies referred to in clause 24 of the General Conditions of Contract for the Provision of Services in the following sums: (a) public liability insurance in the sum of at least \$10,000,000 in respect of any one occurrence and for an unlimited number of claims; and professional indemnity insurance in the sum of at least \$10,000,000 in respect of (b) any one occurrence and for an unlimited number of claims; and if applicable, will be required to effect and maintain product liability insurance in the sum of at least \$10,000,000 in respect of any one occurrence and for an unlimited number of claims. 12. Additional Information Tenderers are encouraged to supply additional specification sheets and/or photographs to assist Council in the selection process. The tenderer hereby confirms that he/she accepts all of the above terms and conditions. **Tenderer's Signature**





## SPECIFICATION AND SPECIAL CONDITIONS OF CONTRACT

## 1.1 SPECIFICATION

#### 1.1.1 TECHNICAL SPECIFICATION

This contract is for the application of bitumen spray seals and includes:

Seal design.

- Supply and application of hot sprayed bitumen.
- Supply, precoat and spread of binding (aggregate).
- Cartage of aggregate from quarry to site. (Council want the option for local cartage contractors to backload aggregate product so separable price for cartage is required in pricing section).
- Pre and post seal application sweeping.
- Rolling.
- Traffic control during spray seal works.

## 1.1.2 RATE OF DELIVERY

Approximately 35,000m<sup>2</sup> of combined primer seal 14mm and 1st coat seal of 7mm is programmed for the period of the contract in accordance with Council's adopted Road Works Programme. <u>The majority of</u> works will be carried out prior to Christmas. The order of works and timing will be made available when the year's Works Programme schedule has been finalised. For tender purposes sealing is to be estimated by using 14mm aggregate for primer seal and 7mm aggregate for 1<sup>st</sup> coat seal with an application rate to be determined by the tenderer and confirmed with the principal prior to work commencing.

#### 1.1.3 GENERAL WORKMANSHIP

The Contractor shall ensure that all sprayed bitumen work is undertaken in accordance with current Main Roads WA guidelines and safety standards for Safe Handling of Bituminous Products.

Faulty work is to be attended to immediately as any delay will compromise the standard of the finished product. The contractor is to avoid unsightly blemishes on new work and existing surfaces, protect structures (kerbs etc) and existing seal works from overspray.

For work done near the end of the day ensure that adequate time is given for rolling and traffic control. On heavily trafficked and tourist roads, the contractor is to avoid working Fridays or the day before public holidays.

### 1.1.4 PAVEMENT PREPARATION

#### Reseals

The Principal, prior to reseal works being carried out, shall correct all surface defects within these areas. The contractor is to thoroughly sweep the reseal pavement surfaces. The swept area is to extend at least 300mm outside the sprayed area. Wind direction and strength are to be taken into consideration to avoid swept off material falling onto the work area or new work.



## 1.1.5 MARKING OUT

All reseals shall be marked out by the Principal (start and finish) and widths confirmed with the contractor. For primer seals the Principal shall mark out the start and finish as well as an edge line.

#### 1.1.6 SEAL DESIGN

The design of all reseals shall be carried out by the contractor in terms of the latest Australian Asphalt Paving Association (AAPA) design guidelines. Traffic counts and other relevant information shall be supplied by the Principal.

The grade of bitumen, binder mix, size of aggregate and rate of binder and aggregate application shall be at the discretion of the tenderer and be confirmed with the Principal prior to work commencing and a copy of all design calculations supplied.

#### 1.1.7 SPRAYING

Spraying may only commence when the binder has reached the appropriate temperature, ground temperature conditions are conducive, all traffic management is in place and sufficient aggregate is on site (loaded onto spreader trucks).

Binder is to be covered with aggregate within 10 minutes (in air temperatures not exceeding  $25^0$  Celsius) or within 15 minutes (in air temperatures exceeding  $25^0$  Celsius). This time limit includes all 'wet ends' left for joining purposes.

Hand spraying is to be left to a minimum and care is to be taken by operators not to overspray on fishtails, tight radii and local widenings.

Spray rates are to be recorded and submitted to the Principal with tax invoices for payment purposes on completion of works.

### 1.1.8 AGGREGATE SUPPLY, PRECOAT AND APPLICATION

#### Supply

The aggregate used for seal works shall be crushed basalt or granite and consist of clean, tough, durable fragments free from an excess of thin or elongated pieces, free from soft or disintegrated pieces, stone coated with dirt or other deleterious matter.

The proportion of flat and elongated particles in any grading of coarse aggregate shall not exceed 20%. A flat particle is one having a ratio of length to width greater than three. There shall be no more than 2.5% of particles of greater length in any direction than twice the gauge, and there shall be no more than 20% of the particles of greater dimensions in any direction than 25% in excess of the gauge.

The elongation factor, which shall be defined as the ratio of an Average Long Dimension to the Least Average Dimension, shall not exceed 2.75.

The properties of the crushed aggregate shall satisfy the following requirements:

	Limit	Method or Test
Los Angeles Abrasion Value		MRWA Test Method
Basalt	25% max	WA 220.1
Granite	35% max	
Moisture Content	Dry (free of visible	WA 212.1 or 212.2
	surface moisture)	
Flakiness Index	35% max	WA 216.1
Particle Size Distribution	As per table below	WA 210.1
Unsound Particles	5% max	AS1141.30



•	ntage of aggregate passing AS S	ieves, by mass of san	ple shall be as follows:
- <del>1</del> -	AS Sieve Size (mm)	14mm	10mm
1	19.00		
	16.00	100	
	13.20	80-100	100
	9.50	0-20	80-100
Ì	6.70	0-2	0-20
1	4.75		0-2
	2.36		
[	1.18	0-0.5	0-0.5
	Particle Size Distributi	on Percentage by M	lass Passing Each Sieve
	(Test sieve shall comply with	(Mean of Three Samples) the requirements of Grade	B sieves defined in AS1152)
			ecifications it is to be removed from

#### Precoat

All aggregate used on seals is to be pre-coated with a bitumen-based liquid (Bitumen Products – Pre-coat Supa 30/50 or approved equivalent) at an application rate of between 7 and 12 litres per cubic metre of aggregate. The pre-coat application rate is to be determined by the Contractor during the design process. An adjustment may be required to the amount of cutter used in the seal design due to the pre-coat.

Pre-coating of aggregate is to be carried out either at the quarry or stockpile by way of mechanical means with an application rate set per tonnage (or cubic metre) rate.

#### Aggregate Application

Aggregate is to be spread by way of truck mounted box spreaders controlled either from the cab. Only experienced operators and truck drivers are to be used. Sufficient aggregate is to be on site, loaded in the trucks, prior to the commencement of spraying any binder.

Binder is to be covered as set out in Section 1.1.7 (spraying) above. Aggregate quantities are to be recorded and the rate of application checked against the design. Variations in the aggregate application rate are not to exceed 10m<sup>2</sup> per m<sup>3</sup>.

#### 1.1.9 ROLLING

Rolling is to be carried out by pneumatic rubber tyred self-propelled multi-wheel roller. Rolling is to take place closely behind the aggregate spreaders while the binder is still fluid enough to adhere to the aggregate and should cover the full width of the sprayed area. As a general rule one roller hour is required for every 1,200 litres of binder sprayed.

## 1.1.10 PROTECTION OF WORKS

The Contractor is responsible to protect the works for the first four hours by way of appropriate traffic control methods. The seal is to be inspected by the Contractor 24 hours after completion and any damage reported to the Principal.

#### 1.1.11 ROAD SAFETY

The Contractor is to erect temporary signage warning motorists of the presence of loose aggregate on the road for a minimum of three days after completion of the works. On removal of the signage any areas with an accumulation



of aggregate are to be swept (i.e., curves and intersections).

#### 1.1.12 FAILURES AND REMEDIES

Any defects noted by the Principal within twelve months of the seal being laid attributable to poor workmanship, the seal design or substandard materials are to be remedied by the Contractor at his/her expense.

## 1.1.13 TRAFFIC CONTROL

The contractor is responsible for all traffic control during the laying of seals. Any maintenance works on or in the near vicinity of public roads are to be assessed in terms of the Traffic Management for Roadworks - Code of Practice, and the necessary temporary signage erected by suitably qualified operators. In the event of traffic management plans being required for more complex works, the Principal will arrange suitable management approvals and measures.

Contractor's vehicles not directly involved with works are to be parked safely off the road or where possible on lesser-trafficked side roads. The backs of the vehicles where loading ramps are present are to be coned to alert road users. All temporary signage is to be removed once maintenance activities on or in the vicinity of the road verge is completed.

The tenderer hereby confirms that all, of the above are included in the price tendered.

Tenderer's Signature



## FORM OF TENDER

The undersigned hereby submits his/her tender for the Supply & Lay of Bituminous Products including Aggregate in accordance with all specifications and conditions of this document as follows:

All pricing must include GST.

Description	Unit	Quantity	Rate	Total
Supply and spray hot bitumen (including blinding) 95/5 @ 1.8L/m2 Primer seal 14mm	m <sup>2</sup>	35,000	\$7.00	\$245,000.00
Supply and spray hot bitumen (including blinding) C170 Bitumen @1.1L/m2 1 <sup>st</sup> coat 7mm	$\mathbf{m}^2$	35,000	\$4.81	\$168,350.00

Rates may vary on application of works.

#### ADDITIONAL INFORMATION - AGGREGATE SOURCE\*

Location of Quarry - Address	Aggregate Quantities (7mm, 14mm)/Cartage Cost
Hanson Australia, 945 Toodyay Rd, Red Hill WA 6056	\$36.00 PER TONNE. Cartage Only GST Excluded. 7mm approx.392 tonnes 14mm Approx. 588 Tonnes

DOWNER EDI WORKS Company Name

5 MARION RD, MADDINGTON WA 6109 Company address

0468 947 664

Phone

Fax

Signature Position

Signature / 1 ostyo

JOSEPH WIJAYAMUNI Name (please print)

Date 14/09/2022



## **Terms & Conditions**

## 1. PROJECT SPECIFIC CONDITIONS:

- 1.1. This Quotation is valid for a period of 30 days. All rates in SOR are Exclusive of GST.
- 1.2. In the absence of the construction program being made available at the time of quotation, Downer has allowed 1 Visits to complete the Scope. Any changes requested by the customer will be charged as per TABLE OF RATES.
- 1.3. The Rates are based upon DOWNER having Full, Continues and Uninterrupted Access to the work site on each visit. Restricted access will be treated as a variation.
- 1.4. Unit rates are based upon clear and unencumbered access to the worksite for all Downer plant and personnel required for the project. Restricted access will be treated as a variation.
- 1.5. Surface preparation is deemed to comprise of a single pass with a rotary broom.
- 1.6. The Rate provided in the SOR does include the cost of Accommodation and messing.
- 1.7. Traffic Control Included.
- 1.8. Spray seal design and approval to seal remains the responsibility of the Client.
- 1.9. The quotation is based on the above stated Bitumen Application Rate (BAR) and Aggregate Application Rate (ASR). Variation to the quoted BAR and ASR will be subject to an extra over rate applied or as per TABLE OF RATES.
- 1.10. Post-seal sweeping, and vacuum suction truck has not been allowed for in this offer.
- 1.11. Aggregate supply subject to availability of materials and cartage. Rates provided are based on sourcing the aggregate from Hanson Quarry, any costs accrued due to the change in Quarries or truck configuration will be on charged to the client.
- 1.12. Aggregate cartage based on Double trailer trucks.

#### 2. INCLUSIONS/ EXCLUSIONS:

- 2.1. Inclusions:
  - 2.1.1. Spray-Seal application

#### 2.2 Exclusions

- 2.2.1.1 Any base preparation or excessive sweeping such as suction sweeping prior to sealing.
- 2.2.1.2 Any form of surveyor, survey or set out.
- 2.2.1.3 Excessive sweeping or removal of loose materials including seal aggregates prior to surfacing.
- 2.2.1.4 Profiling works, tie ins and or saw cuts at existing interfaces.
- 2.2.1.5 Compliance testing and coring.
- 2.2.1.6 Water Cart.
- 2.2.1.7 Any masking or hand spraying / laying around structures.
- 2.2.1.8 Site or location specific rates or allowances e.g. CCI WA negotiated conditions.
- 2.2.1.9 Weed spraying or removal prior to application.
- 2.2.1.10 Downer will not be held liable for the occurrence of water ponding if the gradient of the base is less than 1:100
- 2.2.1.11 Any form of protection or covering and masking of road furniture.
- 2.2.1.12 Should there be driveways, tapers, aprons or any short-bar works required, the Short-bar rate will be applied.

#### 3. GENERAL CONDITIONS:

- 3.1. This quotation is based on DOWNER Standard Conditions of Tender included in this quote and any other condition contained in this offer. However, should you seek to engage with DOWNER, it is our intention to work with you to agree mutually acceptable terms.
- 3.2. Unless otherwise qualified, the Quotation will remain valid for a period of 30 days from the date of the Quotation, after which period Downer reserves the right to review the Quotation. Further, if a programme is not specified then, Downer also reserves the right to review the Quotation once the programme is known.



- 3.3. DOWNER reserves the right to review, re-submit or withdraw its quotation if either of the following apply; Validity period of 30 days from the date of quotation has been exceeded or works have not commenced within 3 months period from the date of acceptance.
- 3.4. Rates are based on current charges for materials, labour, plant, fuel and sub-contract service provision and shall be subject to full adjustment for any rise or fall in the costs of inputs 30 days from this quotation. The Rates does not include Site or location specific rates or allowances e.g. CCI WA negotiated conditions.
- 3.5. Any change to the Scope of Works or Quantities will be treated as a variation to this Quotation.
- 3.6. Company Information: Downer EDI Works Pty Ltd (Trading as Downer Infrastructure) ABN 66 008 709 608, Website: www.downergroup.com
- 3.7. The unit rates provided is based on normal working hours 6am to 6pm, Monday to Friday. A surcharge will apply to Saturdays, Sundays, Night, RDO's and public holidays.

## 4. PRICE VARIATION:

- 4.1. The Quoted sum shall be subject to Bitumen Rise & Fall.
- 4.2. Prices are based on current charges for materials, labour, plant, fuel and subcontract services effective as of the date of this quote or date nominated as the base date (whichever is the earliest) and shall be subject to any rise or fall in the costs of bitumen from this date according to the DIT Rise and Fall method determined by the following:

A = (PL - PT) x mass of bitumen	
Where:	
• PT = price of bitumen applicable to the month in which this quotation is dated.	
<ul> <li>PL = price of bitumen applicable to the month during which the work is performed.</li> </ul>	
<ul> <li>The price of bitumen shall be the Western Australian PUMA List Price as determined by Downer.</li> </ul>	

### 5. SPECIAL CONDITIONS:

- 5.1. Due to the current work commitments Downer may not be able to complete the total works during proposed time frame. Program of the works can be discussed at the time of award.
- 5.2. No price has been included for the protection of road furniture as the Subcontractor has no visibility of the scope or extent of works required. If required these works will be performed as a Variation.
- 5.3. The Rate provided in the SOR includes one pass of sweeping with a Rotary Broom and Excessive sweeping is not allowed. There is no allowance been made for a Suction sweeper.
- 5.4. The Rate provided in the SOR does not include the cost of the Surveyor or any Surveyor set outs. Client to set out the edge of the seal and all other reference points.
- 5.5. Onsite Testing not included in the rates, if required will be charged separately.
- 5.6. The Rate provided in the SOR does not include the cost of a Watercart for Pre-Wetting the surface before the application of the seals.
- 5.7. Design of Spray-seal is the responsibility of the Client.
- 5.8. Within the Rates provided in the SOR, there is no allowance for defects liability for a period of greater than 3 months form the date of Completion. There is no allowance for retentions and or bonds to be withheld against Downer. Should this form part of any agreement it will be treated as a variation to the above quoted rates.
- 5.9. Where notified by the Subcontractor that forecast weather is incompatible with the Construct Program or performance of the Works, Directions by the Client to Mobilise or Stand-down during such events will incur costs as per TABLE OF RATES.
- 5.10. Upward Variation to the quoted BAR and ASR will be subject to an extra over rate as per TABLE OF RATES.
- 5.11. Pavement preparation by the client, ALL areas to be ready for spray seal prior to mobilisation.
- 5.12. Rates provided do not include the Supply and Install of the joint waterproofing tape. Any form of paving tape, including bituthene, denso and or similar at joints, cuts or surfaces.



- 5.13. The rates provided do not include the cost of working through Total Fire Band (TFB). The extra cost associated working through a TFB will be passed on to the client accordingly.
- 5.14. Stand-by rate as per TABLE OF RATES, will apply for periods where no work is performed for > 1 hours for reasons outside of Downers control.
- 5.15. Stand-Down rate as per TABLE OF RATES, will apply when no work is performed, or a shift is cancelled for reasons out of Downers control.
- 5.16. Client to provide a suitable area for bitumen transfer, stockpiling and pre-coating aggregate within 5 km of the job site. Downer will not take any responsibility for run off or soil contamination due to pre-coating. If required, Client to provide a suitable earth bunds area to prevent contaminant run off, area to be suitable for trucks configuration as stated in the special conditions for aggregates supply.
- 5.17. On request Downer shall provide the Seal Design based on the requirements of the MRWA Specifications and Engineering Road Note 15. Through the provision of a Seal Design, Downer shall not bear any design obligation/liability and shall not be held liable for any defects due the inadequacy of the treatment chosen by the Principal.

		Value	
Mobilisation/ demobilisation Included in rates	Unit	1	
Additional Mob/Demob	Unit	\$20,000.00	If required
Stand-by Rate	Hr	\$1,500.00	
Stand-Down Rate	Shift	\$14,500.00	
Minimum SQM/ Shift	sqm	35,000	To be provided by customer per shift
Bitumen Price	tn	\$1,576.20	List Price December 2021
BAR Variation	Ltr	\$1.55	

## 6. TABLE OF RATES

This schedule of rates quotation is subject to our Standard Terms and Conditions, Standard Conditions and Project Specific Conditions. We trust that the above quotation meets with your approval and should you have any queries please do not hesitate to contact me on.

## Yours faithfully,

For and on behalf of Downer EDI Works Pty Ltd

Estimator





## STANDARD TERMS AND CONDITIONS

## 1. Application

1.1 A tender by Downer EDI Works Pty Ltd ("Downer") with these Conditions of Service ("these Conditions") shall be subject to these Conditions. Any contract ("contract") between Downer and the party ("the Purchaser") upon these Conditions shall be governed by these Conditions and by any other terms and conditions agreed in writing between the Purchaser and Downer.

1.2 Downer may vary or withdraw its tender at any time prior to acceptance. Subject thereto, unless otherwise stated by Downer, the tender shall remain valid for a period of 30 days from the date thereof.

1.3 Any tender which quotes a budget, preliminary or estimate price is subject to variation in any respect and shall not be considered an offer capable of acceptance until confirmed in writing by Downer.

1.4 In these Conditions "tender" means a tender, submission, proposal, offer (including counteroffer) or quotation in connection with the services the subject of the contract.

### 2. Scope of Services

2.1 Services shall be supplied in accordance with these Conditions and the scope of services set out in the contract, and the Purchaser is responsible for satisfying itself as to the suitability of such services for the Purchaser's application. In these Conditions "services" means the services under the contract and "goods" means any goods under the contract (as the case may be).

2.2 Downer shall not be bound by any representation concerning the scope of supply, performance or characteristics of services unless expressly incorporated in the contract.

## 3. Downer's General Obligations

3.1 Downer shall supply the services in accordance with the requirements of the contract and by the time(s) required by the contract as such time(s) may be extended from time to time as provided for in the contract. Downer will ensure that the services conform to the scope of work as set out in the contract, as well as any applicable standards and codes.

## 4. Purchaser's General Obligations

4.1 The Purchaser shall pay Downer the price for the services (and goods, if any), as the same may be adjusted from time to time as provided for in the contract, (the "contract price"), in accordance with the contract.

4.2 The Purchaser shall, in a timely manner and so as to avoid any delay to Downer, provide all information, approvals, permits, authorisations, licences, customs clearances, instructions, materials, drawings, technical and survey information access and other things which may be required in relation to the performance of Downer's obligations and which is not expressly stated to be Downer's responsibility. The Purchaser shall provide to Downer any approval or comment with respect to drawings or documents submitted by Downer to the Purchaser within seven (7) days from the date of the submission by Downer of such drawings and/or documents unless some other time is provided for in the contract.

#### 5. Price

5.1 Except as otherwise provided elsewhere in the contract:

(a) invoices for services shall be submitted by Downer at the completion of the services or on a monthly basis (whichever is the earlier);

(b) invoices shall be due and payable within thirty (30) days of the date of invoice;

(c) the prices quoted include the cost of delivery of any goods, as at the date of Downer's tender;

5.2 The nominating authority, should the parties fail to agree an adjudicator, for the purposes of appointing an adjudicator under the Building and Construction Industry Security of Payment Act shall be the Institute of Arbitrators and Mediators Australia.

5.3 Goods and Services Tax or other taxes, fees or charges applicable under the contract (as the case may be) shall be added to the quoted prices at the applicable rate unless an exemption by tax exemption number or tax exemption certificate is shown on the order at the time of purchase/acceptance of Downer's tender. 5.4 The Purchaser shall pay interest to Downer on any moneys outstanding on and from the date, thirty one (31) days after the date of receipt of the relevant invoice by the Purchaser ("the interest date"). Such interest shall be calculated from the interest date until such outstanding moneys are paid. The interest rate shall be the maximum per annum commercial overdraft rate determined by the Commonwealth Bank of Australia on the interest date plus 3%, accruing daily.

## 6. Warranty and Standard of Performance

6.1 Downer warrants that it will perform the services with reasonable care and skill, and in accordance with that standard acceptable amongst skilled contractors providing services of a similar kind to the services hereunder. Downer's obligation in respect of the services and any breach of warranty or duty expressed or implied in connection therewith, is solely and exclusively limited to the reperformance of services in which any deficiency or omission becomes apparent and is notified by the Purchaser to Downer within 12 months of the performance, or non-performance (as the case may be), of the subject services.

6.2 Downer warrants that any goods supplied shall, under proper use, be free from defects in materials and workmanship and conform to the specification in the contract. Downer's obligation under this warranty shall be limited to the making good by repair or replacement, at Downer's option, of any goods in which any defect appears and is notified by the Purchaser to Downer before the expiry of a period ending 12 months after first putting such goods into use or 18 months after despatch from Downer's premises, whichever is earlier. Downer's obligation under this warranty shall not extend to any failure caused by fair wear and tear, designs, specifications and items which are outside Downer's scope of supply, accidents, misuse, neglect, lack of proper use, or repairs or modifications to the goods which have been made without Downer's approval.

6.3 Downer's liability and the Purchaser's remedies in respect of services and goods and any loss or damage resulting therefrom, are solely and exclusively as stated in this Clause 6, and Downer shall have no liability for any defect, omission or damage unless notified by the Purchaser to Downer prior to the expiry of the warranty period described above.

6.4 The Trade Practices Act, 1974, implies warranties, terms and conditions in consumer contracts which cannot be excluded or modified except as permitted under that Act. In the event Downer may be in breach of any such warranty, term or condition as is implied in this contract, the liability of Downer shall be limited:
(a) in respect of services, at Downer's option, to the repair or replacement of the goods or the cost of repairing or replacing the goods.

SHIRE OF WESTONIA TENDER 01-22/23



## 7. Completion

7.1 Any times quoted for performance of the services are approximate only, provided that Downer shall make all reasonable efforts to supply the services hereunder within the time stated in the contract.

7.2 Downer shall be entitled to a reasonable extension of time for the performance of its obligations hereunder where any of the following causes delay to Downer: (a) variation in the scope of supply in accordance with Clause 8 herein;

(b) any act, matter or thing which could not have been reasonably foreseen by Downer;

(c) change in law;

(d) any act or omission of the Purchaser or any contractor, consultant, representative or agent of the Purchaser;

(e) delays of municipal, government or statutory authorities.

7.3 The Purchaser shall pay Downer the reasonable costs incurred by Downer as a result of obstruction and/or delay caused by the matters referred to in Clause 7.2(a),(b),(c),(d) or (e).

7.4 In the event the Purchaser fails to make payment when due, Downer may suspend performance of the contract until such time as payment is made and Downer shall be entitled to a corresponding extension of time for performance.

7.5 If, notwithstanding clauses 7.1 and 7.2, Downer incurs liability to the Purchaser by reason of failure to perform its obligations hereunder by the time or times set out in the contract, then such liability shall be limited to the payment of damages not exceeding 0.25 % of the contract price for each full week of delay provided always that the liability of Downer for or in respect of any and all delays shall not in the aggregate exceed 5% of the contract price.

## 8. Variations

8.1 Unless otherwise agreed, any variation to the services to be supplied hereunder shall be valued in accordance with Downer's schedule of rates for labour and variations (Downer a copy of which shall be issued to the Purchaser on request) existing at the time the services the subject of the variation are supplied.
8.2 Where any of the matters referred to in clause 7.1(b), (c), (d) or (e) reasonably require a change in the services to be supplied or the conditions in which Downer is to perform its obligations hereunder, then Downer shall be entitled to vary the services in such manner as Downer reasonably considers necessary and the value of such variation valued in accordance with Clause 8.1 shall be added to or deducted from the contract price as the case may be.

## 9. Drawings and Documentation

9.1 All designs, drawings and other technical information relating to the services, including any software provided by Downer under the contract ("technical information"), and the intellectual property rights therein, shall be and remain the property of Downer.

#### 10. Limitation of Liability

10.1 Notwithstanding any other provision of the contract, the liability of Downer to the Purchaser, whether arising under or in connection with the contract or the performance or non-performance thereof or anything incidental thereto, and whether by way of indemnity, statute (to the extent that it is possible to exclude such liability), in tort (for negligence or otherwise) or on any other basis in law or equity is hereby limited and excluded as follows:

Downer shall have no liability whatsoever to the Purchaser under this contract Agreement for or in respect of loss of use, production, power, transmission, data, profit, income, business, contract or anticipated saving, or for any delay (other than liquidated damages expressly provided for and limited in the Subcontract), financing costs or increase in operating costs or any pure economic loss or for any special, indirect or consequential loss, cost or damage; otherwise.

10.2 Subject to Clause 10.1, the total liability of Downer to the Purchaser shall not in any event exceed in the aggregate an amount equal to 10% of the contract price.

#### 11. Termination

11.1 Without limiting any other rights it may have, a party (the "notifying party") may give a written notice stating its intention to terminate the contract pursuant to this Clause 11 to the other party (the "defaulting party") in the event that the defaulting party:

(a) abandons or repudiates the contract;

(b) commits a continuing and substantial breach of the contract;

(c) suspends performance of the contract for a significant time, or fails to pay monies due under the contract, without reasonable cause;

(d) purports to assign the whole of the contract without the other party's consent; or

(e) appears likely to become subject to an Insolvency Event described in Clause 12.

11.2 Unless the defaulting party takes all practicable steps available to it to remedy or overcome the event complained of within fourteen (14) days after receipt of such notice, the notifying party may thereafter by notice in writing terminate the contract forthwith.

11.3 Termination of the contract pursuant to these provisions shall be without prejudice to the rights of either party accruing up to the date of termination. 11.4 If the contract is terminated for any reason whatsoever, then, without prejudice to the rights of either party accruing up to the date of termination, Downer will be entitled to payment for: goods delivered and services performed to the date of termination; the cost of services reasonably ordered but not delivered (the property in which shall become the Purchaser's upon payment of all monies then payable to Downer) or of canceling such orders where possible; costs reasonably incurred by Downer in expectation of completing the contract.

### 12. Bankruptcy

12.1 If either party becomes bankrupt or insolvent or makes any agreement with its creditors compounding debts or if, being an incorporated entity, any proceedings are begun in respect of it applying for the appointment of a liquidator, administrator, receiver or similar official for it or all or any substantial part of its assets or seeking an order of relief against it as debtor or under any law relating to insolvency, readjustment of debt, reorganisation, administration or liquidation (each such event or process referred to in these Conditions as an "Insolvency Event"), the other party may at any time by written notice terminate the contract forthwith.

#### 13. Entire Contract

13.1 Except as otherwise expressly provided in this contract, Downer excludes all statements, representations, warranties, conditions, promises, undertakings, covenants and other provisions, express or implied relating to Downer's tender, the goods or the services or their delivery or supply, being provisions that might otherwise form part of the contract or be collateral to or form part of any agreement that is collateral to the contract.

## 14. Severance

14.1 If any provision or part of any provision of these Conditions is unenforceable, such unenforceability shall not affect any other part of such provision or any other provision of these Conditions.



## 15. Waiver

15.1 Any waiver by Downer of strict compliance with these Conditions shall not be deemed a waiver unless it is in writing and signed by an authorised officer of Downer.

## 16. Proper Law

16.1 The contract shall be governed by the law in Western Australia and the parties agree to submit to the jurisdiction of the Western Australian courts and any courts having appellate jurisdiction from them.

## 17.1 Assignment and Transfer

17.1 Neither Downer nor the Purchaser shall assign or transfer the whole of the contract or any interest therein or in any monies payable thereunder without the written consent of the other party.

17.2 Unless expressly stated otherwise in the contract, nothing contained in this Clause 17 shall prevent Downer from subletting any part of the work under the contract as Downer deems appropriate.

## 18. Interpretation

(a) Clause headings shall not form part of, and shall not be used in the interpretation of, the Contract.

(b) Words in the singular include the plural and words in the plural include the singular, according to the requirements of the context. (c) Words importing a gender include every gender.

**19** Any dispute between the Purchaser and Downer arising out of or in any way connected with the contract or the goods and services the subject of the contract which is not resolved within 14 days of a notice by either party shall be referred to mediation. Should the mediation be unsuccessful either party may refer the matter to arbitration by a person agreed between the Purchaser and Downer or failing agreement a person nominated by the Chairperson of the NSW Institute of Arbitrators and Mediators Australia.





# **Organisation Structure**

# **About Downer**

Downer EDI Works Pty Ltd (Downer) is the proponent for this contract. The structure of the various companies within the Downer Group is demonstrated below. Downer EDI Works Pty Ltd is wholly owned by Downer EDI Ltd.



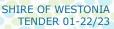
# **Downer Group Structure**

The Downer Group is a national team that includes the key sectors of

- Mining
- Engineering
- Construction and Maintenance
- Infrastructure Services
- New Zealand
- Rail
- Facilities Management

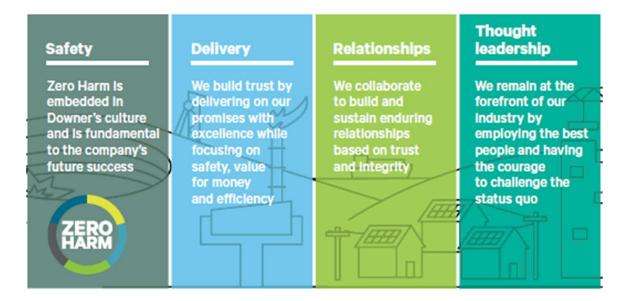
Infrastructure Services is part of this structure and includes our national Road Services Team. Road Services offers our clients national learnings and innovation in road maintenance, surfacing and bitumen products.

At Downer, our customers are at the heart of everything we do. We exist to create and sustain the modern environment and our promise is to work closely with our customers to help them succeed, using world-leading insights and solutions.

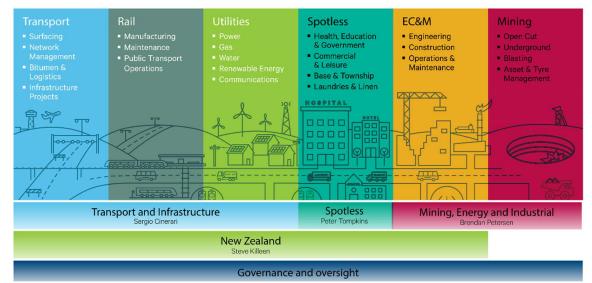




Our business is founded on four pillars:



# **Organisation structure**







Downer is the leading provider of integrated services in Australia and New Zealand. Through trusted relationships and world-leading insight we work closely with our customers to design, build and sustain assets, infrastructure and facilities.

Listed on the Australian Securities Exchange and New Zealand Stock Exchange as Downer EDI Limited (DOW), we are an ASX 100 company that also owns 88 per cent of Spotless Group Holdings Limited (SPO).

Downer Group employs approximately 56,000 people across more than 300 sites, primarily in Australia and New Zealand but also in the Asia-Pacific region, South America and Southern Africa.

## **Road Services**

Downer is the largest non-government owned road infrastructure business in Australia and New Zealand, maintaining more than 40,000 kilometres of road in Australia and more than 32,000 kilometres in New Zealand.

Our customers include all of Australia's state road authorities, the New Zealand Transport Agency and the majority of local government councils and authorities in both countries.

We continuously invest in innovation to ensure we remain at the forefront of our industry, offering our customers road network infrastructure management and maintenance solutions which optimise value in the provision of services to their customers.

Over the past few decades, the road asset market has evolved from pure road maintenance activity to intelligence led network management, including Smart Motorways. Downer has remained a leader in both Australia and New Zealand because we not only deliver a broad range of tailored pavement treatments and traffic control services, we also provide high level capabilities in strategic and tactical asset management, network planning, and intelligent transport systems.

*"Our whole of business approach to roads provides innovation and continuous improvement based on national experience"* 





The business has recently undergone a transformation where all road services across Australia are under one reporting and responsibility structure. This allows for a whole of business approach providing better flexibility to changes in individual States and Territories.

Downer continues to invest in state-of-the-art technology, for example asphalt plants that use more recycled products and substantially less energy. We have also formed strategic partnerships to meet the changing needs of our customers and markets. For example, the DM Roads joint venture offers the most advanced range of integrated solutions for the management of infrastructure assets, developing management delivery plans to optimise assets outcomes for the benefit of our clients

Downer is a leading manufacturer and supplier of bitumen-based products, providing our customers with asphalt, blended binders and emulsion products. We also provide expert services and advice in soil and pavement stabilisation, pressure injection stabilisation, pavement recycling, pavement profiling and asset management.

## Locations

Downer operates out of Maddington, Western Australia, which houses most of the management and support staff and maintains regional offices in Geraldton and Newman and Albany.

We support our customers on a national basis including large blue-chip companies, state government departments and more than 350 local government authorities. Downer is a national supplier, service provider and project delivery business.





# **ASC Company Records**



# **Current & Historical Company Extract**

Name: DOWNER EDI WORKS PTY LTD ACN: 008 709 608

Date/Time: 19 July 2019 AEST 01:59:49 PM

This extract contains information derived from the Australian Securities and Investments Commission's (ASIC) database under section 1274A of the Corporations Act 2001.

Please advise ASIC of any error or omission which you may identify.

# EXTRACT





## **Current & Historical Company Extract**

# DOWNER EDI WORKS PTY LTD

ACN 008 709 608

Organisation Details		Document Number
Current Organisation Details	5	
Name:	DOWNER EDI WORKS PTY LTD	02333791
ACN:	008 709 608	
ABN:	66008709608	
Registered in:	Western Australia	
Registration date:	30/04/1968	
Next review date:	31/03/2020	
Name start date:	22/06/2007	
Previous state number:	C0680369Y	
Status:	Registered	
Company type:	Australian Proprietary Company	
Class:	Limited By Shares	
Subclass:	Proprietary Company	
Previous Organisation Detai	ils from 11/05/1999 to 21/06/2007	
Name:	WORKS INFRASTRUCTURE PTY LTD	0152274
Name start:	11/05/1999	
Status:	Registered	
Company type:	Australian Proprietary Company	
Class:	Limited By Shares	
Subclass:	Proprietary Company	
Previous Organisation Detai	ils from 31/03/1998 to 10/05/1999	
Name:	CSR CONTRACTING PTY LTD	0138945
Name start:	31/03/1998	
Status:	Registered	
Company type:	Australian Proprietary Company	
Class:	Limited By Shares	
Subclass:	Proprietary Company	
-	ils from 24/08/1992 to 30/03/1998	
	W.A. GRAVEL & PAVING PTY LTD	0030707
	30/04/1968	
	Registered	
	Australian Proprietary Company	
	Limited By Shares	
Subclass:	Proprietary Company	
	ils from 30/04/1968 to 23/08/1992	
	W.A. GRAVEL & PAVING PTY LTD	ABN20
	30/04/1968	
Name start:		
Name start: Status:	Registered	
Name start: Status: Company type:	Registered Australian Proprietary Company	
Name start: Status: Company type: Class:	Registered	

## Address Details

19 July 2019 AEST 01:59:49 PM

1

**Document Number** 





## Current & Historical Company Extract

## DOWNER EDI WORKS PTY LTD

ACN 008 709 608

Registered address:	'Triniti lii Triniti Business Campus', Level 2, 39 Delhi Road, NORTH RYDE NSW 2113	1E724916
Start date:	23/03/2011	
Principal Place Of	Level 10, 567 Collins Street, MELBOURNE VIC 3000	3E764042
Business address:		
Start date:	19/09/2017	
storical		
Registered address:	Level 2, 650 Lorimer Street, PORT MELBOURNE VIC 3207	7E243535
Start date:	24/09/2009	
Cease date:	22/03/2011	
Registered address:	Level 11, 468 St Kilda Road, MELBOURNE VIC 3004	0E864602
Start date:	02/03/2003	
Cease date:	23/09/2009	
Registered address:	Level 1, 130 Fauntleroy Avenue, REDCLIFFE WA 6104	01712762
Start date:	02/07/2001	
Cease date:	01/03/2003	
Registered address:	32 Jackson Street, BAYSWATER WA 6053	00870960
Start date:	11/11/1999	
Cease date:	01/07/2001	
Registered address:	15 Hanwell Way, BASSENDEAN WA 6054	0087096
Start date:	04/11/1998	
Cease date:	10/11/1999	
Registered address:	75 Canning Highway, VICTORIA PARK WA 6100	00192452
Start date:	10/02/1992	
Cease date:	03/11/1998	
Principal Place Of Business address:	Level 11, 303 Collins Street, MELBOURNE VIC 3000	2E234275
Start date:	24/08/2015	
Cease date:	18/09/2017	
Principal Place Of Business address:	Level 11, 468 St Kilda Road, MELBOURNE VIC 3004	1E780252
Start date:	30/09/2011	
Cease date:	23/08/2015	
Principal Place Of Business address:	Level 2, 650 Lorimer Street, PORT MELBOURNE VIC 3207	7E243535
Start date:	03/08/2009	
Cease date:	29/09/2011	
Principal Place Of Business address:	Level 11, 468 St Kilda Road, MELBOURNE VIC 3004	0E864602
Start date:	23/02/2003	
Cease date:	02/08/2009	
Principal Place Of Business address:	Level 1, 130 Fauntleroy Avenue, REDCLIFFE WA 6104	01712762
Start date:	18/06/2001	
Cease date:	22/02/2003	

SHIRE OF WESTONIA TENDER 01-22/23



## **Current & Historical Company Extract**

## DOWNER EDI WORKS PTY LTD

ACN 008 709 608

Principal Place Of Business address:	32 Jackson Street, BAYSWATER WA 6053	001448
Start date:	03/07/1991	
Cease date:	17/06/2001	

## Contact Address

Section 146A of the Corporations Act 2001 states 'A contact address is the address to which communications and notices are sent from ASIC to the company'. Current Address: PO BOX 1823, NORTH RYDE NSW 2113 Start date: 25/01/2011 Historical Address: LOCKED BAG 130, ST KILDA ROAD MELBOURNE VIC 3004 Start date: 09/02/2004 Cease date: 25/01/2011

Officeholders and Other Role	25	Document Number
Director		
Name:	MICHAEL JAMES FERGUSON	2E228791
Address:	60 Sackville Street, MAROUBRA NSW 2035	
Born:	12/01/1972, NEWCASTLE, NSW	
Appointment date:	31/03/2015	
Name:	PETER JAMES LYONS	2E3623182
Address:	8 Silky Oak Grove, ELDERSLIE NSW 2570	
Born:	05/10/1973, SYDNEY, NSW	
Appointment date:	27/04/2016	
Name:	VIVIAN WAI-SHAN TAM	3E9767716
Address:	2 Sydney Street, ARTARMON NSW 2064	
Born:	10/08/1977., HONG KONG	
Appointment date:	07/11/2017	
Name:	ROBERT JOHN REGAN	0EIF1789
Address:	46 Newcastle Street, ROSE BAY NSW 2029	
Born:	31/08/1963, SYDNEY, NSW	
Appointment date:	04/03/2019	
Secretary		
Name:	PETER LYONS	1E743645
Address:	8 Silky Oak Grove, ELDERSLIE NSW 2570	
Born:	05/10/1973, SYDNEY, NSW	
Appointment date:	30/05/2011	
Previous Prev. PEO		
Name:	DAVID ARTHUR CHRISTIAN	
Address:	40 Mountjoy Road, NEDLANDS WA 6009	
Bom:	09/09/1938, PERTH, WA	
Appointment date:	16/01/1987	
Cease date:	31/01/1992	
Previous Director		
Name:	PETER JOHN TOMPKINS	1E7704190
	58 Ritchard Avenue, COOGEE NSW 2034	
Pere	27/12/1978, MELBOURNE, VIC	





# Referees

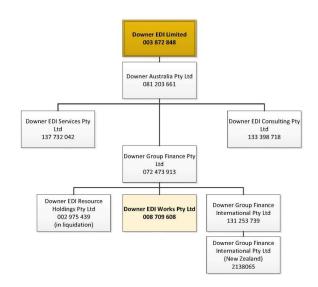
	Referee 1	Referee 2	Referee 3	
Client	Wyndham/East Kimberley Shire	Mount Marshall	Broomehill-Tambellup	
Service Provide	Full-service spray, cover and roll works including traffic management.	Full-service spray, cover and roll works including traffic management.	Full-service spray, cover and roll works including traffic management.	
Annual Value	\$600k	\$550k	\$550k	
Contract Term	2019-22	2019 - 22	2020 - 2022	
Contact Name	Paul Webb Works Manager	Aaron Wooton Executive Manager Technical Services	Peter Vlahov Works Manager	
Contact Phone	9168 4100	0499 851 111	0418 955 642	





# **Financial Position**

Downer EDI Works Pty Ltd is the participant for this contract. The structure of the various companies within Downer is demonstrated below.



Downer EDI Works Pty Ltd ("Works") has access to Downer EDI Group ("DEDI") funding arrangements. Downer EDI Ltd has an Investment Grade credit rating from Fitch Ratings of BBB- (Stable).

Downer EDI Limited is listed on the Australian Securities Exchange. Extracts of the accounts for the financial year ended 30<sup>th</sup> June 2019 are shown below.





Appendix 4E				
		2019 \$'m	2018 \$'m	% chang
Revenue from ordinary activities Other income	ŀ	12,789.4 23.3	12,016.6 14.3	
Total revenue and other income from ordinary activities	-	12,812.7	12,030.9	6.5%
Total revenue including joint ventures and other income		13,448.3	12,620.2	6.6%
Earnings before interest and tax		462.2	204.8	125.7%
Earnings before interest and tax and amortisation of acquired i assets (EBITA)	ntangible	532.6	271.5	96.2%
Profit from ordinary activities after tax attributable to members parent entity	of the	261.8	71.4	266.7%
Profit from ordinary activities after tax before amortisation of a intangible assets (NPATA)	quired	325.6	117.9	176.2%
		2019 cents	2018 cents	% chang
Basic earnings per share		42.9	10.7	300.9%
Diluted earnings per share <sup>(1)</sup>		42.3	10.7	295.3%
Net tangible asset backing per ordinary share		(13.5)	26.0	(151.9%
<sup>®</sup> At 30 June 2018, the ROADS are deemed anti-dilutive and consequently,	diluted EPS	remained at 10.7	cents per share.	
Dividend		2019 Final	2018 Final	
Dividend per share (cents)		14.0	14.0	
Franked amount per share (cents)		7.0	7.0	
Conduit foreign income (CFI)		50%	50%	
Dividend record date		4/09/2019	30/08/2018	
Dividend payable date		2/10/2019	27/09/2018	
Redeemable Optionally Adjustable Distributing Securities (ROA	DS)			
Dividend per ROADS (in Australian cents) New Zealand imputation credit percentage per ROADS		4.18 100%	4.01 100%	
ROADS payment date	Quarter 1	Quarter 2	Quarter 3	Quarter
	7/09/2018	17/12/2018	15/03/2019	17/06/20
	5/09/2017	15/12/2017	15/03/2018	15/06/20
Downer EDI's Dividend Reinvestment Plan (DRP) has been suspen	led.			
For commentary on the results for the year and review of operations media release attached.	, please refe	er to the Directo	ors' Report and	separate

SHIRE OF WESTONIA TENDER 01-22/23



# **Quality Assurance**

## Accreditation

## **Third Party Certification**

Downer operates under a National Business Management System integrating quality, safety, environmental, administrative and financial aspects of its business operations into one management system. The process of integration has been developed on a computer-based system that is user-friendly and efficient. The Downer Integrated Management System (IMS) is a business management system that guides and controls all processes required to carry out the business. Our accredited IMS satisfies the following international and national standards:

OHSAS 45001:2018 Occupational Health and Safety Management System

ISO 14001:2015 Environmental Management System

ISO 9001:2015 Quality Management Systems





# **Occupational Health and Safety Management Systems**



# Certificate of Registration

Awarded to

# Downer Group

Level 2, T3 Triniti Business Campus, 39 Delhi Road, North Ryde, NSW 2113, Australia

(This is a multi site certification, all site details are referred in Appendix-A)

Operates an Occupational Health & Safety Management System which complies with the requirements of

# ISO 45001: 2018

for the following scope:

The Downer Group works across the infrastructure value chain including design, technical consultancy, construction, installation, commissioning, operation, monitoring, integrated facility and asset management, maintenance, refurbishment, renewal, upgrade of existing services & infrastructure replacement and service.

Certificate Number: 47745001610156

Original Issue Date: 09/02/2021 Current Issue Date: 09/02/2021 Expiry Date: 08/02/2024

Inui

Sharmin Mahmud, MBA, PhD General Manager Risk and Compliance

Registered by: Global Registrar of Systems Pty Ltd. trading as GRS Certification Head Office: 433 Logan Road, Stones Comer, QLD 4120, Australia Phone : (+61) 1300 007 477 | Email: certification@grscertification.com | Web: www.grscertification.com Expiry is subject to regular surveillance audits and applied Terms & Conditions of GRS. This certificate cannot be treated as a legal document and must be returned to GRS upon request.



SHIRE OF WESTONIA TENDER 01-22/23



## **Environmental Management Systems**





## **Quality Management Systems**



Awarded to

# Downer Group

Level 2, T3 Triniti Business Campus, 39 Delhi Road, North Ryde, NSW 2113, Australia

(This is a multi site certification, all site details are referred in Appendix-A)

Operates a Quality Management System which complies with the requirements of

# ISO 9001: 2015

for the following scope:

The Downer Group works across the infrastructure value chain including design, technical consultancy, construction, installation, commissioning, operation, monitoring, integrated facility and asset management, maintenance, refurbishment, renewal, upgrade of existing services & infrastructure replacement and service.

# Certificate Number: 4779001610156

Original Issue Date: 09/02/2021 Current Issue Date: 09/02/2021 Expiry Date: 08/02/2024

Sharmin Mahmud, MBA, PhD General Manager Risk and Compliance

Registered by: Global Registrar of Systems Pty Ltd. trading as GRS Certification Head Office: 433 Logan Road, Stones Corner, QLD 4120, Australia Phone: (+61) 1300 007 477 |Email: certification@grscertification.com | Web: www.grscertification.com Expiry is subject to regular surveillance audits and applied Terms & Conditions of GRS. This certificate cannot be treated as a legal document and must be returned to GRS upon request.











All processes to be followed in delivery of this contract will be documented on the IMS, and will be subject to document control, continuous improvement and approval procedures. We will collect all performance data and conduct audit processes, management review and undertake improvement processes based on the data collected, in accordance with ISO 9001:2008.

Downer will conduct a series of audits to monitor compliance with our own internal procedures and will be subject to internal audits from within our wider organisation. We would also expect to have our systems, or parts thereof, subjected to audit by the Client.

The Downer Quality System has been established to ensure that all services and goods comply fully with the contract documents and customer/client requirements. It is based on ISO 9001:2008 Quality Management Systems – Requirements. Regular audits and reviews are carried out to assess the system and ensure its effectiveness and continual compliance.





# **Insurance Coverage**

Type of Policy	Insurer	Policy Number	Value of Policy	Expiry Date	Value of Policy	Exclusions
Туре	Insurer – Broker	Policy Number	Value (\$)	Expiry Date	Туре	Insurer – Broker
Public Liability	HDI Global SE Australia	1811089- 14569	\$20M	31/10/2021	Public Liability	HDI Global SE Australia
Product Liability	HDI Global SE Australia	1811089- 14569	\$20M	31/10/2021	Product Liability	HDI Global SE Australia
Workers' Compensation	Allianz	WWH 0040493	\$200M	30/10/2021	Workers' Compensation	Allianz
Vehicle Insurance	Zurich	72400000GFT	\$30M	31/10/2021	Vehicle Insurance	Zurich

Downer has all the necessary insurances in place to meet the Shire of Westonia minimum requirements under this contract.







Marsh Pty Ltd ABN 86 004 651 512 One International Towers Sydney 100 Barangaroo Avenue Sydney, NSW Australia 2000 PO Box H176 AUSTRALIA SQUARE NSW 1215 T +61 2 8864 8888 sharon.ling@marsh.com www.marsh.com.au

26 October 2021

To Whom it May Concern,

# CERTIFICATE OF CURRENCY PUBLIC AND PRODUCTS LIABILITY Road Services / Bitumen Products

THIS CERTIFICATE OF CURRENCY PROVIDES A SUMMARY OF THE POLICY COVER AND IS CURRENT ON THE DATE OF ISSUE. IT IS NOT INTENDED TO AMEND, EXTEND, REPLACE OR OVERRIDE THE POLICY TERMS AND CONDITIONS CONTAINED IN THE ACTUAL POLICY DOCUMENT. THIS CERTIFICATE OF CURRENCY IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. WE ACCEPT NO RESPONSIBILITY WHATSOEVER FOR ANY INADVERTENT OR NEGLIGENT ACT, ERROR OR OMISSION ON OUR PART IN PREPARING THESE STATEMENTS OR IN TRANSMITTING THIS CERTIFICATE BY EMAIL OR FOR ANY LOSS, DAMAGE OR EXPENSE THEREBY OCCASIONED TO ANY RECIPIENT OF THIS LETTER.

INSURED	Downer EDI Limited; Downer EDI Works Pty Ltd
	and its/their subsidiary and related bodies corporate, as defined in the Corporations Act 2001 (including those acquired or incorporated during the Period of Assurance) for their respective rights and interests.
THE BUSINESS	Principally, engineering, infrastructure, services to the mining, power, rail resource, road and telecommunication sectors, construction contractors, and facilities management services for the business and industry of all types, including airport, defence, education, governmental, health, leisure, sport and entertainment, public/private partnerships, resources, security, air conditioning, contractors and services of all types for the above, child care facilities, canteen, social and sporting clubs, welfare organisations of all types, property owners and occupiers and all other occupations incidental thereto.
PERIOD OF INSURANCE	From: 4.00pm on 31 October 2021 To: 4.00pm on 31 October 2022

Both Australian Eastern Standard Time





Page 2 of 2 INTERESTS INSURED Legal Liability to third parties for personal injury and/or property damage happening during the period of insurance arising out of the business and/or the products as a result of an Occurrence. All charges, expenses, legal and other costs incurred as the result of an Occurrence. COVERING Public and Products Liability Public, Products and Completed Operations Liability covering The Insured's legal Liability (including liability assumed under contract) in respect of: Personal Injury a) b) **Property Damage** c) Advertising Liability happening during the Period of Insurance as a result of an Occurrence happening anywhere within the Geographical Limits and in connection with the construction operations and/or other business operations detailed in the risk prospectus. GEOGRAPHICAL LIMITS Worldwide. CURRENCY Australian LIMIT(S) OF LIABILITY \$10,000,000 any one occurrence and limited in the aggregate any one period of Insurance in respect of claims arising from the Insured's products and completed operations. POLICY NUMBER INSURER(S) LIMIT HDI Global SE, Australia (Primary) \$10,000,000 1811089-14569 (Primary)

\$10,000,000 Indemnity is subject to the terms and conditions of the Policy, including any applicable Sub-Limit of Liability and Deductible.

In accordance with the ongoing commitment by Marsh to quality management philosophies, this certificate has been verified for accuracy of content by:

Sharon Ling Managing Principal







Marsh Pty Ltd ABN 86 004 651 512 One International Towers Sydney 100 Barangaroo Avenue Sydney, NSW Australia 2000 PO Box H176 AUSTRALIA SQUARE NSW 1215 T +61 2 8864 8888 sharon.ling@marsh.com www.marsh.com.au

25 October 2021

To Whom it May Concern,

## CERTIFICATE OF CURRENCY MOTOR VEHICLE INSURANCE Road Services / Bitumen Products

THIS CERTIFICATE OF CURRENCY PROVIDES A SUMMARY OF THE POLICY COVER AND IS CURRENT ON THE DATE OF ISSUE. IT IS NOT INTENDED TO AMEND, EXTEND, REPLACE OR OVERRIDE THE POLICY TERMS AND CONDITIONS CONTAINED IN THE ACTUAL POLICY DOCUMENT. THIS CERTIFICATE OF CURRENCY IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. WE ACCEPT NO RESPONSIBILITY WHATSOEVER FOR ANY INADVERTENT OR NEGLIGENT ACT, ERROR OR OMISSION ON UR PART IN PREPARING THESE STATEMENTS OR IN TRANSMITTING THIS CERTIFICATE BY EMAIL OR FOR ANY LOSS, DAMAGE OR EXPENSE THEREBY OCCASIONED TO ANY RECIPIENT OF THIS LETTER.

INSURED	Downer EDI Limited, Downer EDI Works Pty Ltd
	and/or its/their subsidiary and/or related bodies corporate, as defined in the Corporations Act 2001 (including those acquired or incorporated during the Period of Insurance) for their respective rights, titles and interests.
	(All of the above referred to as the Named Insured).
BUSINESS DESCRIPTION	Principally, engineering, infrastructure, services to the mining, power, rail resource, road and telecommunication sectors, construction contractors, and facilities management services for the business and industry of all types, including airport, defence, education, governmental, health, leisure, sport and entertainment, public/private partnerships, resources, security, air conditioning, contractors and services of all types for the above, child care facilities, canteen, social and sporting clubs, welfare organisations of all types, property owners and occupiers and all other occupations incidental thereto.
PERIOD OF INSURANCE	From: 31 October 2021 at 4 PM Local Time (NSW). To: 31 October 2022 at 4 PM Local Time (NSW).





Page 2 of 2

COVERING	Sections 1 and 2				
	<ul> <li>Insured Vehicles means all Vehicles now or h</li> <li>(a) owned, leased, hired, used or operated b</li> <li>(b) in which the Named Insured has or acqu</li> <li>(c) for which the Named Insured has accept</li> <li>(d) being used in substitution for a Vehicle d</li> <li>is not in use;</li> </ul>	by the Named Insured; ires an insurable interest; ied responsibility;			
	but not including any Vehicle valued in excess of AU alternative amount stated in the placing Schedule un has been given by us.				
GEOGRAPHICAL LIMITS	Anywhere in Australia.				
LIMIT(S) OF LIABILITY	Section 1 - Loss of or damage to Insured V	/ehicles			
	Current Market Value at the time of loss or damage or Sum Insured values specified in Declaration of Vehicles whichever is the lesser, but limited to AUD 10,000,000 any one event.				
	Section 2 - Personal Injury and Property D	amage			
	AUD 20,000,000 but limited to AUD 20,000,000 for airside liability and any dangerous goods carrying vehicles for all claims arising from the accident or series of accidents resulting from the original cause				
INSURER AAI Limited t/as Vero Insurance	PROPORTION 100.00%	POLICY NUMBER CAS023514726			

Indemnity is subject to the terms and conditions of the Policy, including any applicable Sub-Limit of Liability and Deductible.

In accordance with the ongoing commitment by Marsh to quality management philosophies, this certificate has been verified for accuracy of content by:

Mapi

Sharon Ling Managing Principal





Friday, 18 June 2021

Workers' Compensation and Injury Management Act 1981 - Western Australia

## **Certificate of Currency**



## STATEMENT OF COVERAGE

The following insurance policy covers the employers' liability under the Workers' Compensation and Injury Management Act 1981 – Western Australia.

Common Law limited to \$200m in respect of any one event, regardless of how many workers are injured by that event

This certificate is valid from: 30/06/2021 to 30/06/2022

The information provided in this certificate is correct at: 18/06/2021

## EMPLOYER'S INFORMATION

Policy Number WWH 0040493

WorkCover Number WC08485883

Legal Name Downer EDI Limited and/or subsidiary companies

Trading Name Downer EDI Works Pty Ltd

ABN 66-008-709-608 ACN/ARBN 008-709-608

## Premium (Industry) Classifications

10900 Other Mining Support Services 23930 Railway Rolling Stock Manufacturing & Repair Services 222100 Structural Stel Fabricating 310101 Road Construction 310900 Other Heavy and Civil Engineering Construction 32320 Electrical Services 69230 Engineering Design and Engineering Consulting Services

## IMPORTANT INFORMATION

This policy does not indemnify the insured for any liability arising directly or indirectly out of Acts of Terrorism.

This policy commences and finishes at 4:00pm on the dates specified above.

Yours sincerely,

-

Michael Berg Corporate Underwriting Manager

Allianz Australia Insurance Limited ACN 000 122 850 ABN 15 000 122 850 National Accounts, GPO Box 5429, Sydney, NSW 2001, Australia Ph:+0061 (02) 8258 6679, Fax:+0061 (02) 9266 7463 Employers are required to ensure a valid certificate of currency is available for inspection at their principal office or place of business.



Allianz Australia Insurance Limited ACN 000 122 850



# Demonstrated Ability to Display Conformance with Technical Specification

# **Details of Similar Services**

Downer provides the Shire of Westonia the opportunity to engage a high performing road maintenance services contractor with extensive local knowledge and experience in providing maintenance in major urban centres and residential areas.

Downer has successfully delivered many projects across regional Australia to MRWA specifications. Below are examples of the works undertaken.

Project	Client	Value \$m	Start	End	Delivery to Programme	Similar Locations	Similar Scope
Sprayed Bituminous Surfacing	Shire of Murray	.2	June 2016	June 2022	√	1	1
Annual Spray seal Program	Shire of Westonia	.25	June 2010	June 2021	√	1	1
Annual Spray seal Program	Shire of Wyndham East Kimberley	.4	June 2019	June 2022	1	~	*
Annual Spray seal Program	Shire of Swan	.4	June 2017	June 2022	√	1	1
MRWA Kimberley Annual Reseal Program	MRWA	4.5	Aug 2018	Oct 2019	√		1
Annual Spray seal Program	Shire of Wyalkatchem	0.17	June 2016	2019	√	~	1
Annual Spray seal Program	Shire of Armadale	.15	2018	2021	√	~	1
Annual Spray seal Program	Shire of Serpentine and Jarrahdale	0.8	June 2015	2020	4	~	*
Shire of Jerramungup Full Service Reseals	Shire of Jerramungup	.32	2017	2018	~	√	1



Project	Client	Value \$m	Start	End	Delivery to Programme	Similar Locations	Similar Scope
Ravensthorpe Aerodrome Reseal	Shire of Ravensthorpe	0.5	Feb 2019	Mar 2019	√	~	
Supply and Spray of Bituminous Products	Shire of Mandurah	0.1	June 2015	2019	√	~	1
Annual Sealing Program	Shire of Toodyay	0.3	Oct 2015	June 2018	1	~	1
Supply of Bitumen Seals	Shire of Gosnells	.25	July 2016	June 2019	1	~	1





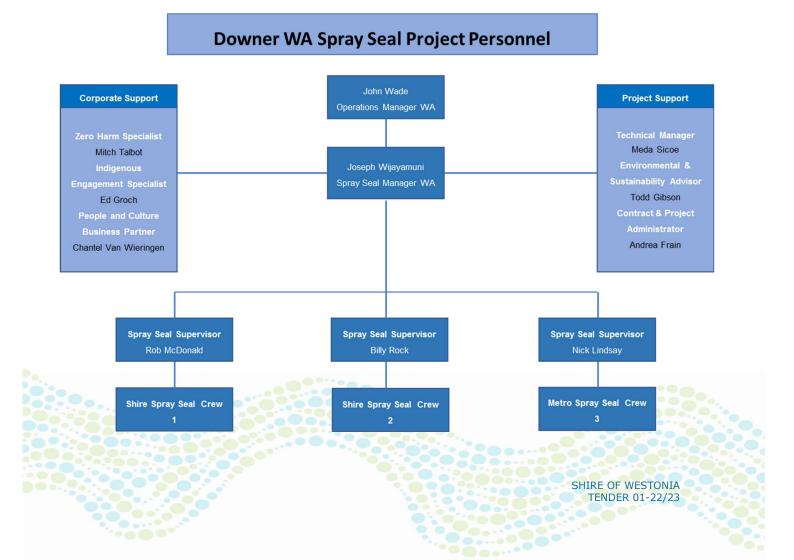
# Skills and Experience of Key Personnel Key Personnel

The personnel nominated for this Project have been carefully selected for the following attributes:

- Able to Perform Duties for Duration of the Contract
- Demonstrated Ability to Deliver Reseal Projects
- Necessary Tickets/Licences/Qualifications and Commitment to Zero Harm.
- Regional experience

## **Project Team**

The organisational structure diagram below shows the names and roles of the personnel chosen to deliver this program of works and demonstrates the key contract functions with clear paths of responsibility and accountability our Spray Seal Team.





# Joseph Wijayamuni

# WA Sprayseal Manager

Bachelor of Engineering – Civil and Construction

## **Career Overview**

13 years' experience in the asphalt and civil construction industry. He began his Engineering career in 2006 at Pioneer Road Services as a Graduate Engineer. Joseph has continued to work in both Spray seal/Asphalt and Construction Industry. Joseph has extensive experience of managing large projects, and a depth of knowledge of the road surfacing industry.



Some of the projects Joseph was involved in include the New Perth to Bunbury Extension (SGA), Gateway WA Perth, North Link Project 1 and North Link Project 2.

## **Project Experience**

## BGC CONTRACTING 2017 - 2019

SENIOR PROJECT ENGINEER - North link 2 Project

# BORAL ASPHALT 2012 - 2017

PROJECT ENGINEER – Gateway WA PROJECT MANAGER – Main Roads Maintenance Contract South West PROJECT MANAGER – Downer Mouchel MRWA Maintenance

# FULTON HOGAN/PIONEER ROAD SERVICES 2006 - 2012

PROJECT ENGINEER – Southern Gateway Alliance Perth Bunbury Highway PROJECT ENGINEER – Mandurah Entrance Project GRADUATE ENGINEER/QUALITY ASSURANCE ENGINEER – Various Sprayseal Projects -Millstream Link Project in Karratha, Southern Road Services, Council Works:





## Areas of Expertise

- Stakeholder Engagement
- Project Management
- Leadership
- Strong Financial Acumen
- Health and Safety
- Strong Communication
- Team Oriented

# Training

- Project Management 2016
- Project Management Professional (PMP 500) 5 day (Dec 2008) by Leader Group
- Sprayed Sealing Selection & Design 2 day (May 2010) by Australian Asphalt Pavement Association
- Safety Leadership Program 2 day (Nov 2008) by The Enterprise Development Network
- Working Safely with Bitumen 1 day (Jul 2007) by Australian Asphalt Pavement Association
- Selection of Pavement Surfacing's 1 day (Aug 2007) by Australian Asphalt Pavement Association
- Working Safely Near Overhead Powerlines 1/2 day (Jan 2009) by Western Power
- Fire Safety/Fire Awareness Extinguisher Demonstration 1/2 day (Jul 2007) by FESA
- Confined Space Entry Course 1/2 day (Dec 2007) by CPB Workplace Safety & Transport Training.





# **BILLY ROCK**

## **Spray Seal Supervisor**

## **Career Overview**

Billy has over 20 years' experience in pavement surfacing construction. He is dedicated to delivering quality products on time whilst maintaining a safe work site.

Billy can efficiently plan, organise, and lead project crews, as well as liaise with client representatives and contract stakeholders. He is very approachable and is happy to offer advice if required and share his wealth of experience.

- Spray Seal Design
- Spray Seal Technology and Application
- Dangerous Goods License
- HC Driver's license
- Blue Card No 199276
- Management of Personnel

## **Relevant LGA Experience**

- Shire of Chapman Valley
- Shire of Coorow
- Shire of Cue
- Shire of Irwin
- Shire of Meekatharra
- Shire of Mingenew
- Shire of Morawa
- Shire of Greater
   Geraldton
- Shire of Murchison
- Shire of Northampton
- Shire of Carnaryon
- Shire of Three Springs
- Shire of Upper Gascoyne
- Shire of Cranbrook
- Shire of Jerramungup

- Shire of Katanning
- Shire of Boddington
- Shire of Murray
- Shire of Harvey
- Shire of Caballing
- Shire of Gingin
- Shire of Kondinin
- Shire of Merredin
- Shire of York
- Shire of Bruce Rock
- Shire of Dandaragan
- Shire of Lake Grace
- Shire of Meekatharra
- Shire of Toodyay
- Shire of Trayning
- Shire of Williams

- Shire of Chittering
- Shire of Northam
- Shire of Narrogin
- Shire of East Pilbara
- Shire of Ashburton
- Town of Port Hedland
- Shire of Halls Creek
- Shire of Wyndham East Kimberlev
- Shire of Broome
- Shire of Derby West
   Kimberley
- Shire of Dundas
- Shire of Laverton
- Shire of Esperance







# **ROB MCDONALD**

## **Spray Seal Supervisor**

## **Career Overview**

Like Billy, Rob McDonald has over 20 years' experience in pavement surfacing construction. Rob is dedicated to delivering quality products on time whilst maintaining a safe work site.

Rob can efficiently plan, organise, and lead project crews, as well as liaise with client representatives and contract stakeholders. Rob goes the extra mile during the planning process to ensure deliverables are met.

Feel free to draw on his wealth of experience.

- Spray Seal Design
- Dangerous Goods License
- HC Driver's license
- Blue Card No 126710
- Management of Personnel

## **Relevant LGA Experience**

- Shire of Cue
- Shire of Meekatharra
- Shire of Mingenew
- Shire of Morawa
- Shire of Mount Magnet
- Shire of Murchison
- Shire of Carnamah
- Shire of Carnarvon
- Shire of Three Springs
- Shire of Upper Gascoyne
- Shire of Broomehill-Tambellup
- Shire of Woodanilling
- Shire of Jerramungup
- Shire of Kojonup
- Shire of Ravensthorpe
- Shire of Katanning
- Shire of Boddington
- Shire of Murray
- Shire of Boyup Brook

- Shire of Donnybrook-Balingup
  - Shire of Corrigin
- Shire of Dalwallinu
- Shire of Gingin
- Shire of Kondinin
- Shire of Merredin
- Shire of Cunderdin
- Shire of Pingelly
- Shire of York
- Shire of Dowerin
- Shire of Dumbleyung
- Shire of Kellerberrin
- Shire of Koorda
- Shire of Lake Grace
- Shire of Meekatharra
- Shire of Tammin
- Shire of Toodyay
- Shire of Williams
- Shire of Chittering

- Shire of Northam
- Shire of Wyalkatchem
- Shire of Goomalling
- Shire of Narrogin
- Shire of Mukinbudin
- Shire of Wagin
- Shire of Wickepin
- Shire of Denmark
- Town of Port Hedland
- Shire of Halls Creek
- Shire of Wyndham East Kimberley
- Shire of Broome
- Shire of Derby West Kimberley
- Shire of East Pilbara
- Shire of Ashburton
- Shire of Dundas
- Shire of Laverton
- Shire of Esperance
  - SHIRE OF WESTONIA TENDER 01-22/23





# Further benefits to the State of Western Australia

Downer has great experience and a firm corporate commitment in supporting disadvantaged/priority jobseekers, below are some examples of initiatives we will bring to this contract. Downer is committed to ensuring we have a diverse and inclusive workforce that fulfils our employees', customers' and shareholders' expectations, creating economic opportunities for disadvantaged groups and indigenous-owned organisations while building a sustainable future for our business and its employees.

Downer's Diversity and Inclusiveness (D&I) Plan, launched in October 2016, set aggressive targets for Downer Infrastructure Services, including maintaining a workforce comprised of at least 20% female employees, 12% female managers and 3% Aboriginal and Torres Strait Islander employees. The plan outlined our focus on diversity initiatives in the following three areas: gender, generations and cultural diversity.

# **Supporting Women in Road Maintenance and Construction**

Downer is a major sponsor the National Association of Women in Construction (NAWIC). NAWIC is an Australian Not-For-Profit organisation whose mission is to champion and empowers women in the construction and related industries to reach their full potential. The association offers members an opportunity to expand personal and business networks, improve skills and knowledge, and make a contribution to other women in the construction industry.

In 2013, Downer launched its *Refer a Female Friend* program. The program financially rewards Downer employees who successfully refer female candidates for vacant company positions. Female employees within the business who are identified as talent are provided with development opportunities (via the Downer Performance Management framework)

In addition, in our vacancy advertisements externally, we outline the training we provide to encourage applications from people who have not traditionally worked in the roads industry. As a business, we offer flexible work options as part of our flexibility strategy to assist our employees in managing their home lives or child caring responsibilities.

# **Employment Opportunities for Under-Represented and Disadvantaged Groups**

Downer has existing relationships with not-for-profit community groups (e.g. Minderoo, Nudge), government organisations (e.g. Communicare, JobActiv), local educational institutions (e.g. TAFE, Clontarf), and commercial labour-hire firms (e.g. Protech) who assist us with preparing our potential employees for roles with us. These organisations are one of only a handful of social enterprises that provides such services across WA. Our shared goal is to help disadvantaged people by providing job readiness programs, work training and job opportunities to enhance long-term employment prospects and in turn, quality of life. Downer will continue to maintain relationships with and utilise these organisations on this contract.

SHIRE OF WESTONIA TENDER 01-22/23



# The Downer Approach to Managing Quality

#### **Quality Management Plans**

Downer will produce a project specific Quality Management Plan (QMP) that will identify the Corporate Policies and Procedures that are appropriate to the project and submit this to the Superintendent for approval. This will identify to site personnel the methods by which we will manage all quality risks associated with the scope of works, plus the individual accountabilities and responsibilities.

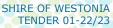
This Quality Management Plan summarises the applicable procedures of IMS and how they will be used to meet the specific requirements of the contract specification. It has been compiled to cross-reference the applicable clauses of the standard IMS procedures. All Downer personnel are required to perform their duties with quality as a key objective. Management and supervisory personnel will actively support the IMS/Quality System. This plan gives guidance on how quality outcomes can be achieved.

This will identify to site personnel the methods by which we will manage all safety and quality risks associated with the scope of works, plus the individual accountabilities and responsibilities. The purpose of this plan is to establish and maintain procedures to control and monitor the processes that directly affect quality. This is achieved by supervision of subcontractors, ensuring control of raw material input to the particular process, control of process parameters, traceability and throughput leading to the achievement of the required targets.

The company will assign a Quality Manager to the project. The Quality Manager may arrange, during the course of the project for audits to be undertaken against the QMP and will arrange site visits to review operational practices.

#### The Quality Management Plan will detail:

- a) The Roles of:
  - Project Manager
  - Supervisor
  - Quality Manager
  - Plant and Equipment
    - Suppliers and Subcontractors





- b) Training and Induction
- c) Construction Methodology
- d) Process Controls
  - Identification and Traceability
  - Lot Identification
  - Customer Variations to the Process / Specification
  - Review of Processes
  - Process Records
  - Special Processes
- e) Risk management
- f) Quality management
  - Control of Project Documentation
  - Managing Variations
  - Project Meetings and Reports
  - Non-conformances
  - Covering of work subject to a Non-Conformance
  - Project Filing System
- g) Internal audits and planned inspections
- h) Inspection and testing
  - Hold Points and Witness Points
  - Inspection, Measuring and Test Equipment
  - Testing of Materials





- i) Work Packaging
  - Product Identification & Traceability
  - Identification
  - Traceability
- j) Application of Inspection and Test Plans
- k) Corrective and Preventative Actions

Downer will implement all corrective and preventative actions arising from investigations, audits, inspections, testing and monitoring activities, within its areas of responsibility. Actions will be assigned to relevant personnel for implementation within a specified and appropriate timeframe. Management will review the Downer corrective and preventative actions and periodically monitor the effectiveness of actions taken. Downer will document all corrective and preventative actions in the site corrective actions registers and keep this register up to date.

### I) Customer Complaints

Downer has its own customer complaints procedure but will liaise with the Client to ensure that all complaints received are dealt with in accordance with the Clients requirements.

The Downer Supervisor will be required to maintain a register of all complaints received on site. These will be passed to the Project Manager who will notify the Client as soon as is practicably possible. Formal responses will be made to complainants within five working days.

Downer will maintain a complaint register detailing all complaints and where substantiated will ensure that corrective actions are taken promptly and to the stakeholder's satisfaction.

All personnel, including contractors, will undertake customer service training.





# **Methodologies and Procedures**

Downer has developed sophisticated methodologies for delivering works, based on the experience it has gathered over the course of the delivery of the projects listed above, and from experiences gained on a broader basis.

These approach is designed to ensure that works are delivered are compliant in terms of quality, and ensure that safety and environmental risks impacting upon the Shire and its various stakeholders are fully mitigated.

## **Project Methodology**

## Award of Contract

Upon a award of the Contract, Downer would seek to arrange a pre start meeting with the Shire to:

- introduce the Downer team,
- obtain from the Shire additional information required before the works commence
- discuss the programme of work
- establish how Downer will liaise with the Shire's management team
- establish how Downer will liaise with the Shire's other key suppliers

Downer will produce a Safety Management Plan for the contract.





### **Scoping of Works**

Upon receipt of the proposed works programme and purchase orders, Downer's Project Manager (DPM), would seek to visit the sites with a representative of the Shire, to agree on the most optimum solution with respect to value for money and minimising the effects on the travelling public, other stakeholders and the nearby environment.

#### Prior to Commencing Works on Site

To facilitate the efficient use of resources, Downer will ensure that:

- All plant and equipment to be utilised has been serviced and maintained
- Deliveries to site have been scheduled appropriately to avoid delay
- Staff have undertaken the Shire's safety induction

#### Commencing of Works on Site

Upon arrival on site all staff / personel visting or working on the site will receive a Downer prestart briefing which will highlight the safety and environmental issues i.e. Noise restrictions, reversing vehicles, moving plant, PPE, slips trips and falls, the limited use of mobile phones in designated areas, any overhead obstructions.

#### **Completion of Works**

Downer will on the agreed date submit to the Shire of Westonia their fully supported progress claim to agreement.

#### **Continuous Improvement**

We would request that on a monthly basis a formal progress meeting is undertaken that would address:

- Safety, Environmental and Quality Issues
- Progress and Planned Work
- Financial
- Feedback from both parties on what has been good and what would need improving
- Stakeholders
- Any other Issues





# Health and Safety responsibilities and Accountabilities

Zero Harm Responsibilities and Accountabilities are set out DA-ZH-PR001 which is available in full on Downer's IMS

Position	Minimum Responsibilities & Accountabilities
	<ul> <li>Immediately cease, and report, any workplace activity (including that of other persons) which presents an immediate risk to safety, property or environment;</li> </ul>
	<ul> <li>Where possible, take immediate steps to control identified hazards in the workplace;</li> </ul>
	<ul> <li>Immediately report incidents, near misses and hazards to their manager/supervisor;</li> </ul>
All Employees, irrespective of Position	Discharge their obligations and duty of care as required by legislation;
	<ul> <li>Ensure full compliance with instruction &amp; training provided by Downer Australia, including proper use of Personal Protective Equipment (PPE);</li> </ul>
	Ensure the integrity of safety devices are not bypassed or defeated;
	Participate in toolbox talks & training programs relating to safety;
	<ul> <li>Participate in incident investigations, risk assessments, inspections and audits as required by Downer Australia.</li> </ul>
	<ul> <li>Establish and communicate Zero Harm targets &amp; objectives for their respective businesses</li> </ul>
	Ensure a Zero Harm Plan is established for their respective businesses;
	<ul> <li>Allocate appropriate resources to effectively support Zero Harm functions within the business;</li> </ul>
Senior Executive Management Responsibilities	Ensure compliance with relevant Zero Harm legislation, standards and codes;
(Chief Operating Officers and EGM's)	Ensure Zero Harm is a consistent consideration in all business decisions;
	Regularly monitor performance & compliance within the business;
	<ul> <li>Provide regular feedback to, and support the Zero Harm commitment of their direct reports;</li> </ul>
	<ul> <li>Participate as required in relevant consultative forums pertaining to Zero Harm management.</li> </ul>

#### **ANNEX 1 – MINIMUM ZERO HARM RESPONSIBILITIES & ACCOUNTABILITIES**





Position	Minimum Responsibilities & Accountabilities
EGM Zero Harm	<ul> <li>Oversee the development and implementation of Zero Harm aspects of the IMS.</li> <li>Oversee the Zero Harm function on behalf of senior management.</li> <li>Participate in management reviews relevant to Zero Harm aspects of the IMS.</li> <li>Report on the status of Zero Harm aspects of the IMS to senior management, and the Board via the Group EGM Zero Harm.</li> <li>Report on the status of Zero Harm activities and issues across Downer Australia to senior management, and the Board via the Group EGM Zero Harm.</li> <li>In collaboration with the Manager Business Systems, oversee and advise on activities relating to the maintenance of Zero Harm accreditations and certifications of the IMS.</li> <li>Contribute to and influence (with the Senior Management Team) the development, execution and review of the DA ZH Bluesheet; Strategy Map and Strategic Risk Register. Understand and support the relationship with Group plans.</li> <li>Implement and monitor effective internal auditing and governance of ZH activities</li> </ul>
	(e.g. FSC Audits); ensure compliance to legislation / regulations and oversee investigation of safety issues.
Regional Senior Manager Responsibilities (General Managers)	<ul> <li>Ensure a Zero Harm plan is established for their region;</li> <li>Establish and communicate Zero Harm targets for their region;</li> <li>Allocate appropriate resources to effectively support Zero Harm functions within the business;</li> <li>Ensure compliance with relevant legislation, standards and Codes of Practice.</li> <li>Ensure Zero Harm requirements are a consistent consideration in all regional business decisions;</li> <li>Ensure safety is a consistent agenda item at all management meetings;</li> <li>Ensure all personnel comply with the Zero Harm Management system;</li> <li>Provide regular feedback to, and support the Zero Harm commitment of line management;</li> <li>Regularly monitor Zero Harm performance &amp; compliance within their region;</li> </ul>
	<ul> <li>Participate as required in consultative forums pertaining to Zero Harm management.</li> </ul>





Position	Minimum Responsibilities & Accountabilities
	<ul> <li>Provide technical advice and support to Regional/General Managers in the establishment of Zero Harm objectives, targets and strategies;</li> </ul>
	<ul> <li>Facilitate the reporting of regional Zero Harm performance, including trends analysis of lag and lead indicators;</li> </ul>
	<ul> <li>Provide technical advice and support to Line Management in the identification, assessment and control of workplace risks, including purchasing decisions and plant modifications;</li> </ul>
	<ul> <li>Monitor and communicate legislative changes and best practice initiatives to management and employees;</li> </ul>
Zero Harm Support Staff	<ul> <li>Advise on regional compliance with legislation and the Downer Australia IMS;</li> </ul>
	<ul> <li>Establish internal and external Zero Harm auditing programs, including the development of subsequent action plans to address identified deficiencies;</li> </ul>
	<ul> <li>Assist in the identification, development and implementation of Zero Harm training programs for employees and management;</li> </ul>
	<ul> <li>Monitor, facilitate and lead when required the incident reporting and investigation process, including the conduct of ICAM investigations for serious incidents;</li> </ul>
	<ul> <li>Assist in evaluating the effectiveness of the regional Zero Harm System, including the analysis of cost benefits attributable to Zero Harm programs.</li> </ul>
	<ul> <li>Ensure compliance with relevant legislation, standards and Codes of Practice;</li> </ul>
	<ul> <li>Ensure safety, quality and environment is a consistent agenda item at all workgroup meetings;</li> </ul>
Line Management Deepensibilities	<ul> <li>Ensure that worker are supervised according to their capabilities to ensure that tasks are performed safely and in accordance with the documented procedures;</li> </ul>
Line Management Responsibilities (Employees who are responsible for a	<ul> <li>Ensure all employees within their area/s of control receive appropriate training to perform their work in a safe, legal and competent manner;</li> </ul>
functional level i.e. Operations, Sales etc.)	<ul> <li>Ensure Zero Harm responsibilities and accountabilities have been to contractors engaged within their area/s of control;</li> </ul>
	<ul> <li>Allocate appropriate resources to effectively support Zero Harm functions within the business;</li> </ul>
	<ul> <li>Ensure that the Zero Harm Management Plan and other associated project documentation identify and control the risks.</li> </ul>





Position	Minimum Responsibilities & Accountabilities
	<ul> <li>Provide regular feedback to, and support the Zero Harm commitment of Supervisors/Team Leaders;</li> </ul>
	<ul> <li>Regularly monitor Zero Harm performance &amp; compliance within their area/s of control;</li> </ul>
Line Menogeneet Deeneneikilities	<ul> <li>Participate as required in consultative forums pertaining to Zero Harm management;</li> </ul>
Line Management Responsibilities (Employees who are responsible for a	<ul> <li>Initiate Zero Harm processes within their area/s of control, including toolbox talks, inspections, and the identification, assessment and control of risks;</li> </ul>
functional level i.e. Operations, Sales etc.), continued	<ul> <li>Promote the reporting of incidents, near misses, hazards, non-conformances, system improvements and customer complaints and ensure corrective actions are implemented in a timely manner;</li> </ul>
	<ul> <li>Ensure corrective actions arising from Zero Harm processes, including incident investigations are implemented within agreed timeframes;</li> </ul>
	<ul> <li>Consult Safety Representatives on workplace changes that may affect health, safety and environment.</li> </ul>
	<ul> <li>Ensure compliance with relevant legislation, standards and Codes of Practice;</li> </ul>
	<ul> <li>Ensure all employees within their area/s of control receive appropriate training to perform their work in a safe, legal and competent manner;</li> </ul>
	<ul> <li>Ensure Contractors &amp; Subcontractors under their supervision and control are properly supervised and comply with their defined IMS responsibilities and accountabilities;</li> </ul>
	<ul> <li>Ensure all employees under their control comply with the IMS Management system;</li> </ul>
Supervisor / Team Leader Responsibilities	<ul> <li>Provide regular feedback to, and support the Zero Harm commitment of their employees;</li> </ul>
(Employees who are responsible for the supervision of a work group)	<ul> <li>Participate as required in consultative forums pertaining to Zero Harm management;</li> </ul>
	<ul> <li>Initiate Zero Harm processes within their area of control, including toolbox talks, risk assessments and inspections;</li> </ul>
	<ul> <li>Promote the reporting of incidents, near misses, hazards, non-conformances, system improvements and customer complaints;</li> </ul>
	<ul> <li>Actively engage in day-to-day safety discussion with employees under their supervision and control;</li> </ul>
	<ul> <li>Support and monitor the timely close-out of corrective actions within their area of control.</li> </ul>





Position	Minimum Responsibilities & Accountabilities					
Contractors & Subcontractors (External parties engaged to provide services to, or on behalf of, Downer Australia)	<ul> <li>Immediately cease, and report, any workplace activity (including that of other persons) which presents an immediate risk to safety, property or environment;</li> <li>Discharge their obligations and duty of care as prescribed in legislation;</li> <li>Ensure compliance with relevant legislation, standards and Codes of Practice;</li> <li>Ensure full compliance with instruction &amp; training provided by Downer Australia;</li> <li>Abide by IMS responsibilities and accountabilities defined by Downer Australia;</li> <li>Ensure the integrity of safety devices are not bypassed or defeated;</li> <li>Immediately report incidents, near misses and hazards to their Downer Australia Manager/Supervisor;</li> <li>Participate in toolbox talks &amp; Zero Harm training as required by Downer Australia;</li> <li>Participate in incident investigations, risk assessments, inspections and audits as required by Downer Australia.</li> </ul>					
Visitors (Persons, other than a contractor, entering a Downer Australia that is not their primary place of employment)	<ul> <li>Register their attendance and departure to and from Downer Australia sites;</li> <li>Abide by all site safety rules and instructions provided by Downer Australia representatives;</li> <li>Unless a full site induction is completed, ensure they are accompanied by a Downer Australia representative at all times within operational areas (e.g. road and rail worksites, workshops, asphalt plants etc);</li> <li>Immediately report incidents, near misses and hazards to their Downer Australia Host.</li> </ul>					





#### **ANNEX 2 – MINIMUM QUALITY RESPONSIBILITIES & ACCOUNTABILITIES**

Position	Minimum Responsibilities & Accountabilities
All Employees, irrespective of Position	<ul> <li>Ensure full compliance with instruction &amp; training provided by Downer Australia, including use of processes and tools to ensure Quality;</li> <li>Participate in toolbox talks &amp; training programs relating to quality;</li> <li>Participate in inspections and Quality audits as required by Downer Australia.</li> </ul>
Senior Executive Management Responsibilities (EGM's and Chief Operating Officers)	<ul> <li>Establish and communicate Quality targets &amp; objectives for their respective businesses</li> <li>Ensure a quality plan is established for their respective businesses</li> <li>Allocate appropriate resources to effectively manage Quality functions within the business;</li> <li>Ensure compliance with relevant quality standards and codes;</li> <li>Ensure quality is a consistent consideration in all business decisions;</li> <li>Regularly monitor quality performance &amp; compliance within the business;</li> <li>Provide regular feedback to, and support the quality commitment of their direct reports;</li> <li>Participate as required in relevant consultative forums pertaining to quality management.</li> </ul>
Regional Senior Manager Responsibilities (General Managers)	<ul> <li>Ensure a quality plan is established for their region;</li> <li>Establish and communicate quality targets for their region;</li> <li>Allocate appropriate resources to effectively manage quality functions within their region;</li> <li>Ensure compliance with relevant quality Standards and Codes of Practice.</li> <li>Ensure quality requirements are a consistent consideration in all regional business decisions;</li> <li>Ensure quality is a consistent agenda item at all management meetings;</li> <li>Ensure all employees comply with the IMS Management system;</li> <li>Provide regular feedback and support the quality commitment of line management;</li> <li>Regularly monitor quality performance &amp; compliance within their region;</li> </ul>





Quality Manager / Coordinator	<ul> <li>Provide technical advice and support to Regional/General Managers in the establishment of quality objectives, targets and strategies;</li> <li>Facilitate the reporting of regional quality performance, including trends analys of lag and lead indicators;</li> <li>Provide technical advice and support to Line Management in the identification, assessment and control of workplace quality, including purchasing decisions a plant modifications;</li> <li>Monitor and communicate best practice quality initiatives to management and employees;</li> <li>Advise on regional compliance with Downer Australia IMS Management Syste</li> <li>Establish internal and external quality auditing programs, including the development of subsequent action plans to address identified deficiencies;</li> <li>Assist in the identification, development and implementation of quality training programs for employees and management;</li> <li>Assist in evaluating the effectiveness of the regional IMS Management System including the analysis of cost benefits attributable to IMS programs.</li> </ul>
Quality Manager / Coordinator	<ul> <li>of lag and lead indicators;</li> <li>Provide technical advice and support to Line Management in the identification, assessment and control of workplace quality, including purchasing decisions a plant modifications;</li> <li>Monitor and communicate best practice quality initiatives to management and employees;</li> <li>Advise on regional compliance with Downer Australia IMS Management Syste</li> <li>Establish internal and external quality auditing programs, including the development of subsequent action plans to address identified deficiencies;</li> <li>Assist in the identification, development and implementation of quality training programs for employees and management;</li> <li>Assist in evaluating the effectiveness of the regional IMS Management System including the analysis of cost benefits attributable to IMS programs.</li> </ul>
Quality Manager / Coordinator	<ul> <li>assessment and control of workplace quality, including purchasing decisions a plant modifications;</li> <li>Monitor and communicate best practice quality initiatives to management and employees;</li> <li>Advise on regional compliance with Downer Australia IMS Management Syste</li> <li>Establish internal and external quality auditing programs, including the development of subsequent action plans to address identified deficiencies;</li> <li>Assist in the identification, development and implementation of quality training programs for employees and management;</li> <li>Assist in evaluating the effectiveness of the regional IMS Management System including the analysis of cost benefits attributable to IMS programs.</li> <li>Ensure compliance with relevant quality Standards and Codes of Practice;</li> </ul>
Quality Manager / Coordinator	<ul> <li>employees;</li> <li>Advise on regional compliance with Downer Australia IMS Management Syste</li> <li>Establish internal and external quality auditing programs, including the development of subsequent action plans to address identified deficiencies;</li> <li>Assist in the identification, development and implementation of quality training programs for employees and management;</li> <li>Assist in evaluating the effectiveness of the regional IMS Management System including the analysis of cost benefits attributable to IMS programs.</li> <li>Ensure compliance with relevant quality Standards and Codes of Practice;</li> </ul>
	<ul> <li>Establish internal and external quality auditing programs, including the development of subsequent action plans to address identified deficiencies;</li> <li>Assist in the identification, development and implementation of quality training programs for employees and management;</li> <li>Assist in evaluating the effectiveness of the regional IMS Management System including the analysis of cost benefits attributable to IMS programs.</li> <li>Ensure compliance with relevant quality Standards and Codes of Practice;</li> </ul>
	<ul> <li>development of subsequent action plans to address identified deficiencies;</li> <li>Assist in the identification, development and implementation of quality training programs for employees and management;</li> <li>Assist in evaluating the effectiveness of the regional IMS Management System including the analysis of cost benefits attributable to IMS programs.</li> <li>Ensure compliance with relevant quality Standards and Codes of Practice;</li> </ul>
	<ul> <li>programs for employees and management;</li> <li>Assist in evaluating the effectiveness of the regional IMS Management System including the analysis of cost benefits attributable to IMS programs.</li> <li>Ensure compliance with relevant quality Standards and Codes of Practice;</li> </ul>
	<ul> <li>Assist in evaluating the effectiveness of the regional IMS Management System including the analysis of cost benefits attributable to IMS programs.</li> <li>Ensure compliance with relevant quality Standards and Codes of Practice;</li> </ul>
	<ul> <li>Ensure quality is a consistent agenda item at all workgroup meetings;</li> </ul>
	<ul> <li>Ensure all employees within their area/s of control receive appropriate training perform their work to the required quality standards;</li> </ul>
	<ul> <li>Ensure quality responsibilities and accountabilities have been defined and communicated to contractors engaged within their area/s of control;</li> </ul>
	<ul> <li>Ensure employees under their supervision and control comply with the Integra Management system;</li> </ul>
(Employees who are responsible for a	<ul> <li>Provide regular feedback and support the quality commitment of Supervisors/Team Leaders;</li> </ul>
functional level e.g. Operations, Sales etc)	<ul> <li>Regularly monitor quality performance &amp; compliance within their area/s of con</li> </ul>
	<ul> <li>Participate as required in consultative forums pertaining to quality management</li> </ul>
	<ul> <li>Initiate quality processes within their area/s of control, including toolbox talks, inspections, and the identification, assessment and control of risks;</li> </ul>
	<ul> <li>Promote the reporting of non-conformances, system improvements and custo complaints and ensure corrective actions are implemented in a timely manner</li> </ul>
	<ul> <li>Ensure corrective actions arising from quality processes, including quality audi are implemented within agreed timeframes;</li> </ul>
	<ul> <li>Ensure compliance with relevant quality Standards and Codes of Practice;</li> </ul>
Supervisor / Team Leader Responsibilities	<ul> <li>Ensure all employees within their area/s of control receive appropriate training perform their work to the required quality standards;</li> </ul>
(Employees who are responsible for the supervision of a work group)	<ul> <li>Ensure Contractors &amp; Subcontractors under their supervision and control are properly supervised and comply with their defined IMS responsibilities and accountabilities;</li> </ul>
	Ensure all employees under their control comply with the Integrated Managem



Position	Minimum Responsibilities & Accountabilities
	<ul> <li>system;</li> <li>Provide regular feedback and support the quality commitment of their employees;</li> <li>Participate as required in consultative forums pertaining to quality management;</li> <li>Initiate quality processes within their area of control, including quality assessments and inspections;</li> <li>Promote the reporting of non-conformances, system improvements and customer complaints;</li> <li>Actively engage in day-to-day quality discussion with employees under their supervision and control;</li> <li>Support and monitor the timely close-out of corrective actions relating to quality within their area of control.</li> </ul>
Contractors & Subcontractors (External parties engaged to provide services to, or on behalf of, Downer Australia)	<ul> <li>Ensure compliance with relevant quality standards and Codes of Practice;</li> <li>Ensure full compliance with instruction &amp; training provided by Downer Australia, including use of processes and tools to ensure Quality;</li> <li>Abide by IMS responsibilities and accountabilities defined by Downer Australia;</li> <li>Immediately report quality non-conformances to their Downer Australia Manager/Supervisor;</li> <li>Participate in IMS training as required by Downer Australia;</li> <li>Participate in quality inspections and audits as required by Downer Australia.</li> </ul>





# **Safe Operating Procedures**

SWMS have been developed for all high-risk activities and all staff are required to sign on to these before commencing work on these tasks. An example SMWS is attached

<b>Down</b> Relationships creating s	er						Sa	fe Work Met	hod	l Statem	ent (S	SWMS)
SECTION 1 - GEN	ERAL DET	TAILS										
SWMS Title:	0			SWMS Number:			Date of Issue:	e of Issue: [ ]/[ ]/[ ]		of Review:	C X	N I
Description of Activity:								Activity Location:				
SWMS Developed By: (Name)			Version Number:				d ncement Date:	с ж ж з	Expe Com	ected pletion Date:	C X	у ј
Emergency Plan Re	equired?	Yes 🔲 No	Emergency	Contact Nun	nbers:					·		
First Aid Kit Require	ed?	Yes 🖸 No	Permits, Ce Required:	ermits, Certificates, Approvals								
Spill Kit Required?		Yes 🔲 No	Plant/ Equi	Plant/ Equipment Required:								
PPE Required: SECTION 2 – HAZ/ work steps are under		n-visibility clothing g pants & sleeves TIFICATION A SWMS Stop Think Act Revi	Face shield Hard Hat Gother: (Specify)					instruction	Dust Mask to ensure			
	Critical Ris	sks				h Risk Ac		erieny proceed to provi			nental Ris	ks
vehicles Uncontrolled n electrical insta electrical insta Stored energy Confined spac Confined spac Crane operatio People or obje depth Excavation an	novements ear energis llations ee entry on and liftir ects falling d trenching sporting ha	>2m from height or to	Corrid Asbes Demo struct Work distrib Artific Conta atmo: Struc Struc	on/ near pre- oution mains of an extremes aminated or fl spheres tural alteration ort structures	pping lanes disturbance bearing ssurised ga or piping of temperat ammable ns/ tempora including	ary	refrigerant lir Work on/ nea towers	ar telecommunication nnel or shaft I diving ast concrete sives	[]; [];[];[];[];[];[];[];[];[];[];[];[];[];[	Working near waterways Soil erosion Working with Generation of Disturbance of Potential to st Generating ez Working near Biosecurity/ w	hazardous regulated of flora or fa art fire ccessive no heritage s	liquids waste auna oise or dust ites





# Authority to Work Permits

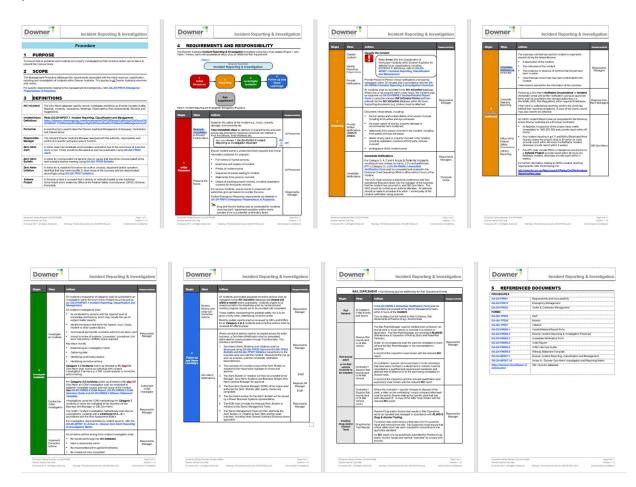
<b>Dow</b> Relationships or			Authority to Work Permit (ATWP					
	RK DETAILS &			contractor in	charge of v	vork.		
Date of Issue:	0/0	Time:	: 🚺 am	🗖 pm	Perm	it Expiry: <i>(maxin</i> hs)	num 12	0/0/0
Name of Cont Company:	racting	٥						
Site or Project								
Description of	Work:							
Name of Cont Charge of Wo		٥				e Induction rence #	0	
	E WORK REQU							
	ed by permit iss	uer in co	nsultation with	contractor in	charge of v	vork)		
Other Permits Required:	🗖 NA	Ho work	t C HV Electricity	Live	Work	Excavation	Con	fined Space Entry
	C Other:							
	s where Client F xceeds or is in a ements	addition t		he sthe				the could be lead
Method Statements (SWMS)	N/A	SWMS supplied by the Contractor/Subcontractor and approved by Permit Issuer.						
developed for High-Risk tasks*:	Comments:							
Site Induction Provided:	Record	details o	n Contractor In	duction Card				
Licences & Certificates Required:			eavy vehicles / Electrical Work		equipmen	t / Forklifts / Crar	nes / Hois	ts / Scaffolding /
requires.	0							
PPE Required	i: Hi- visibility clothing	Safet footw	y Long ear shirt & pants	Eye Protection	Glove	es 📮 Hard Hat	Hearing Protect	
	C Other:							
Special Training / Othe Requirements	er 🗖	Induction	cards for Rail	& Constructio	n worksites	s / Confined Spa	ce Entry 1	raining etc.
PART C: SIG	N-OFF & AGRE	EMENT	BY CONTRAC	TORS PERF	ORMING T	HE WORK		
Contractor in (	Charge of Work:							
			perform their w	l in the safe w		above zero harr ures submitted fo		ments and agree and hold the
		ing the V	Date: <u>Vork:</u> - I have r	eviewed the s	afe work p	rocedures submi	itted for th	e job and agree to

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# **Incident Investigation Procedures**

Downer has an Incident and Reporting Procedure (DA-ZH-PR006) which contains prevention us.





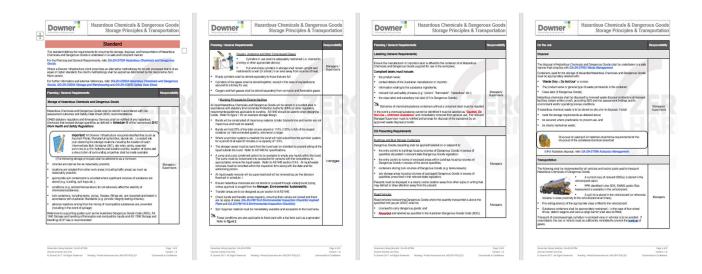


# **Plant Inspection**

Downer Downer Downer Downer Vehicles and Mobile Plan Vehicles and Mobile Plant Vehicles and Mobile Pla Vehicles and Mobile Plant + Respon vicies and mobile plant available Bullery adult al utames, including roadworthy s a fre extinguisher that is securely fitted and inspected within the last 6 months, where is a proceeding risk of the e.e. handling or torspect of farmable lasts. Managers/ Supervisors e applicable, vehicles and mobile plant with attachments must conform to the art Australian Design Regulation (ADR) and Australian Standards. Refer to DO a split kit where there is a foreseable risk of splits, e.g. handling't substances or a likelihood of ruptured hydraulic lines. Vehicles, Mobile Plant and Pedestrians, refer DA-2H-5719 sement of Road and Rail Traffic and the implementation of Plant and vehicles must be fitted with a seat beit conforming to AS2600. Seet Bet provision remaile ncy communication, should the play Managers/ Supervisors Automatical for Gale Verceau. In this has a possible to Automatica Assessment Program (ANCAP) E en Car Assessment Program (ENCAP) safety ratings on light vehicles: All light vehicles mud concly with a minimum 5 that ANCAP safety rating at of testing by ANCAP ENCAP. Is or the ANCAP 5 that rational published Managers/ lant Risk Detended 11\*, 2017. Vehicles tested by ANCAPY ENCAP (post December 31\*, 2017) will be covered by ENCAP standard, and providing the achieved ENCAP standard meets or exceeds i patished ANCAP 5 Bar standard as of December 31\*, 2017, His will be the through Managers/ Supervisors Responsit published Weuwer's sear bandard as of becomport in 1, 3017, this will be the minimum standard required for a new Dower light vehicle. and/moving equipment must be fitted with complian Rei Oree Protection Systems PPS) and or Falling Object Protection Systems (POPS) where required by legislatio Mobile Cra Hoists and Lifting d by relevant legislation, a risk asse d for ROPS/ FOPS for all other plan supplied and operated vehicles, and mobile plant and equipment must meet shimam requirements outlined in the DA-2H-PR022 Visitor and Contractor nes, Truck mounted (Hab) crane Managers/ Supervisors ione clearly visible to accmaching persons a fashing a and traffic. encies entering one a project tooprint or site must have an approved and aboval revensing alarm fitted to the vehicle. Light vehicles without revensing alarms as required to remain offsta, or in the despinated project careary. Managers/ Supervisors e a pre-ourdnase inspection is completed and approved prior to the punchase of as or mobile plant. This must also be completed if leasing or hiring vehicles/ plant # with a GVM of more than 12t oad vehicles (including light vehicles) and mobile plant purchasing, refer to 0.4-27 a risk assessment has been completed, either by the suppler or comp (wher to DA-DI-MADELS) Plant Risk Assessment) preferably suppler Assessor Risk American erational Gene inager and Asi Dig GVM or less, including Tool of Trade (TO

## DA-ZH-ST057 governs the maintenance and assessment of mobile plant operation.

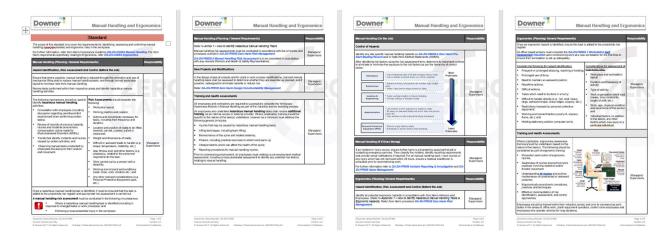
# Storage and Handling of Hazardous Substances







## **Manual Handling**







# **Spray seal Plant**

Downer has an extensive list of plant and specialist operators capable of executing this contract.

For this project, Downer will predominately utilise internal plant including bitumen sprayers and tankers, rollers, aggregate pre-coaters, road sweepers, spreader trucks, crew trucks and utilities.

All plant is maintained and serviced by our own dedicated workshops and supported by mobile maintenance capabilities.

Downer has the following specialist reseal plant based permanently in Western Australia.

All the plant and equipment are fully owned by Downer or is on long term lease to Downer.

Plant	Make / Model	CapaShire		
Bitumen Spray Truck	Scania, 8-wheeler Etnyre/BFP	15,000 litres		
Bitumen Spray Truck	Scania, 8-wheeler Etnyre/BFP	15,000 litres		
Bitumen Spray Truck	Scania, 6-wheeler, Matthews	10,000 litres		
Bitumen Spray Truck	Scania, 6-wheeler, Matthews	10,000 litres		
Bitumen Spray Truck	Scania, 6-wheeler, Matthews	10,000 litres		
Bitumen Tanker	Tieman, Tanker Trailer	18,000 litres		
Bitumen Tanker	Tieman, Tanker Trailer Tri Axle	18,000 litres		
Aggregate Tipper Truck	Volvo 8-wheeler	10 m3		
Aggregate Tipper Truck	Volvo 8-wheeler	10 m3		
Aggregate Tipper Truck	Volvo 8-wheeler	10 m3		
Aggregate Tipper Truck	Volvo 8-wheeler	10 m3		
Prime Mover	Kenworth, K108 TT211			
Prime Mover	Kenworth, K108 TT211 or equivalent			
Prime Mover	Kenworth, K108 TT211 or			

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	equivalent			
Multi Roller	Wirtgen WR280	18 tonnes		
Multi Roller	Wirtgen WR280	18 tonnes		
Multi Roller	Wirtgen WR280	18 tonnes		
Front End Loader	Komatsu WA150, 1.8m3 Bucket	1.83 m3		
Front End Loader	Komatsu WA150, 1.8m3 Bucket or equivalent	1.83 m3		
Precoater	Precision Screen – 150 Ton/hr	150 ton/hour		
Precoater	Precision Screen – 150 Ton/hr	150 ton/hour		
Kubota Road Broom	Kubota 2.1mt broom	2.1m		
Kubota Road Broom	Kubota 2.1mt broom	2.1m		
Float x3	LL073 and LL074			
Truck broom	TL020 Hino			
Crew cab	TL028 Isuzu			
Crew cab	TL028 Isuzu			

Downer will utilise locally sourced additional plant where possible incorporating "Buy Local" benefits and avoiding high overheads for transport of equipment from Perth and reduce our carbon footprint.





# **Demonstrated Safety Management**

## **Downer's Safety Record**

Within Downer, the safety of our workforce, the public and all stakeholders in central to what we do. Our safety culture is second to none within the sector in which we operate.

Our goal of Zero Harm requires continuous improvement to achieve zero work-related injuries. Downer's managers are expected to lead by example and are held accountable for safety performance and creating a workplace culture that recognises the safety of Downer's people is paramount.

Our employees are expected to take personal responsibility and be involved in setting and complying with Downer's standards and improvement initiatives. Downer provides support and training to enable our people to maintain a safe working environment.

At Downer, we believe that any workplace injury or disease is preventable. We work to identify, and control hazards and we support the health and well-being of our people. We have systems and processes in place that move us beyond compliance as we strive for continuous improvement. We have implemented tools and programs to engage, support and develop our people at all levels.

Safety Statistics	Year 1	Year 2	Year 3	Year 5	Year 5
	2014-15	2015-16	2016-17	2017-18	2018-19
					( Feb 2019 YTD)
Hours Worked	357072	287730	258524	226619	175145
Fatalities	0	0	0	0	0
Lost Time Injuries	1	1	0	0	0
Medically Treated	0	0	0	1	0

Downer's Western Australian OSH Statistics for the last five years are presented below:



Injuries					
Restricted Work Injuries	0	0	0	0	0
First Aid Injuries	10	12	11	8	7
TRIFR	2.80	3.47	0.00	4.41	4.17

#### **Safe Working Practices**

The Site Supervisor and/or Responsible Manager shall ensure the work procedures relating to vehicles and mobile plant address the following requirements:

#### **Plant and Pedestrian Interface**

All persons on site must maintain a minimum distance of three (3) metres between moving machinery (including heavy vehicles) and persons on foot. Exceptions to this requirement shall only be permitted if absolutely necessary and risk controls are implemented.

#### **Reversing Activities**

Where possible, remove the need for reversing on site, and if reversing is necessary, a spotter must be in place where there is a risk of interaction between reversing plant and other plant, pedestrians or structures. All non-essential personnel are to be removed from the area, and vehicles shall only commence reversing upon being granted permission by the spotter who shall remain in verbal and visual contact at all times.

Visiting drivers are to be familiarised with site reversing requirements prior to the commencement of work, in addition to being fully inducted and signed on to the SWMS.

The speed of reversing vehicles is not to exceed walking pace, and if at any time reversing machinery loses sight of the spotter, the machinery is to stop immediately and re-establish contact.



# **Separation from Passing Public Transport**

All persons on site must maintain a minimum distance of 1.2 metres between passing public traffic and persons on foot. Exceptions to this requirement shall only be permitted if absolutely necessary, and the following risk controls are implemented:

- 1. Traffic controls have been implemented to stop or slow public traffic as it passes through the work area.
- 2. A spotter is assigned to all work activities that are required to be performed within the 1.2 metre exclusion zone.

# Confirmation to attend a Council Occupational Safety and Health Induction

Downer confirms that personnel working on the Project will attend a Shire of Westonia safety induction.

# **Delivery Response Times**

Having reviewed the forward workload and the availability of staff and equipment (as detailed previously), we confirm that resources will be available to complete the services within the required timeframes.

Additionally, with its own fleet of tankers, Downer ensures the continuous availability of bituminous binder throughout the spray-seal season.





# **Current commitments schedule**

Downer is committed to providing a high-quality service to the Shire of Westonia and local government clients. We recognise that undertaking major projects would be likely to impact negatively on our ability to effectively meet the requirements of our clients and on the successful delivery of our core business.

Client	Name of the Project	Services completed on project	Value (approx)	Date Starting
SHIRE OF WESTONIA	ANNUAL SPRAY SEAL WORKS	Spray-seal	\$0.5m	Aug-20 Completion Jun-22
SHIRE OF MURRAY	ANNUAL SPRAY SEAL WORKS	Spray-seal and Primer Seal	\$0.3m	Jun-16 Completion Jun-22
SHIRE OF WYNDHAM EAST KIMBERLEY	Supply and Application of Bitumen Products and Road Sealing Services	Bituminous Surfacing	\$0.6m pa	Jul-19 Completion Jun-22
CITY OF SWAN	PANEL CONTRACT	Sprayed Bituminous Surfacing & Supply of Bitumen Products	\$0.3m pa	Jun-17 Completion Jun-22
SHIRE OF WEST ARTHUR	Supply and Application of Bitumen Products and Road Sealing Services	Sprayed Bituminous Surfacing & Supply of Bitumen Products	\$0.5m pa	Sep-20 Completion Jun-22
SHIRE OF BROOMEHILL TAMBELLUP	Supply and Application of Bitumen Products and Road Sealing Services	Sprayed Bituminous Surfacing & Supply of Bitumen Products	\$0.5m pa	Sep-20 Completion Jun-22





Downer EDI Works ABN 97 003 872 848

5 Marion Road, Maddington, WA 6109 Phone: (08) 9365 9999

www.downergroup.com

9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES

NIL

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

# **11. DATE AND TIME OF NEXT MEETING**

The next ordinary meeting of Council will be held on Tuesday 18th October 2022 commencing at 3.30pm

# **12.MEETING CLOSURE**

There being no further business the President, Cr Day declared the meeting closed at pm