

AGENDA

Ordinary Council Meeting

To be held in Council Chambers
13 Cottrell Street, Dowerin WA 6461
Tuesday 17 October 2023
Commencing 4.00pm





NOTICE OF MEETING

Dear Elected Members,

The next Ordinary Meeting of Council of the Shire of Dowerin will be held on Tuesday 17 October 2023 in the Shire of Dowerin Council Chambers, 13 Cottrell Street, Dowerin. The format of the day will be:

| | |
|--------|------------------|
| 3:00pm | Council Workshop |
| 4.00pm | Council Meeting |

David Singe
Chief Executive Officer
12 October 2023

DISCLAIMER

Statements or decisions made at this meeting should not be relied or acted on by an applicant or any other person until they have received written notification from the Shire. Notice of all approvals, including planning and building approvals, will be given to applicants in writing. The Shire of Dowerin expressly disclaims liability for any loss or damages suffered by a person who relies or acts on statements or decisions made at a Council or Committee meeting before receiving written notification from the Shire.

The advice and information contained herein is given by and to Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

It should be noted that the Attachment hyperlinks may not be functional from this document when sourced from the Shire of Dowerin's website. Attachment copies can be obtained by contacting the Shire Office on 08 9631 1202 or dowshire@dowerin.wa.gov.au.

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Shire of Dowerin
Ordinary Council Meeting
4.00pm Tuesday 17 October 2023



1. Official Opening / Obituaries

The President welcomes those in attendance and declares the Meeting open at 4.00pm.

In opening the meeting, the Council, CEO and Management acknowledges the passing of John 'Jack' Coomber with a minutes silence.

The CEO presents the following note to Council

As this is my first Council meeting, I would like to thank you for your commitment to appointing me as Council's CEO.

Dowerin has an enviable reputation as a physically and culturally solid community, so I look forward to leading a team enhancing and improving this wherever and whenever possible.

The structure of local government operates well when the council of elected members and the team of staff focus on the collective well-being of their community.

I really appreciate the warm welcome I have received from a variety of residents, councillors, and staff in my first couple of days, and I look forward to meeting and working with our community and the different organisations we all have to deal with beyond Dowerin.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

| | |
|----------------|------------------|
| Cr RI Trepp | President |
| Cr BA Ward | Deputy President |
| Cr WG Allsopp | |
| Cr LG Hagboom | |
| Cr DP Hudson | |
| Cr NP McMorran | |
| Cr JC Sewell | |

Staff:

| | |
|-----------------|--------------------------------|
| Mr D Singe | Chief Executive Officer |
| Mr A Wooldridge | Deputy Chief Executive Officer |
| Ms K Rose | Executive & Governance Officer |

Members of the Public:

Apologies:

Approved Leave of Absence: Cr AJ Metcalf

3. Public Question Time

| | |
|----|------------------------|
| 4. | Disclosure of Interest |
|----|------------------------|

Councillors are to complete a Disclosure of Interest Form for each item they are required to disclose an interest in. The Form should be given to the Presiding Member before the meeting commences. After the meeting, the Form is to be provided to the Executive & Governance Officer for inclusion in the Disclosures Register.

| | |
|----|-----------------------------------|
| 5. | Applications for Leave of Absence |
|----|-----------------------------------|

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| 6. | Petitions and Presentations |
|----|-----------------------------|

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| 7. | Confirmation of Minutes of the Previous Meeting(s) |
|----|--|

7.1 Ordinary Council Meeting held on 19 September 2023.

[Attachment 7.1A](#)

| | |
|--|---------------------|
| | Voting Requirements |
|--|---------------------|



Simple Majority



Absolute Majority

| |
|------------------------------|
| Officer's Recommendation – 7 |
|------------------------------|

That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 19 September 2023, as presented in Attachment 7.1A, be confirmed as a true and correct record of proceedings.

| | |
|----|--|
| 8. | Minutes of Committee Meeting(s) to be Received |
|----|--|

Nil

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|----|---|
| 9. | Recommendations from Committee Meetings for Council Consideration |
|----|---|

Nil

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|-----|---|
| 10. | Announcements by the President Without Discussion |
|-----|---|

Nil

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|----------------------------------|---|--|
| 11. | OFFICER'S REPORTS – CORPORATE AND COMMUNITY SERVICES | |
| 11.1 | Financial Activity Statements | |
| Corporate and Community Services | |  SHIRE OF DOWERIN TIN DOG TERRITORY |
| Date: | 12 October 2023 | |
| Location: | Not Applicable | |
| Responsible Officer: | Aaron Wooldridge, Deputy Chief Executive Officer | |
| Author: | As above | |
| Legislation: | <i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i> | |
| SharePoint Reference: | Organisation / Financial Management / Reporting / Financial Statements / 2023-2024 Monthly Financial Statements | |
| Disclosure of Interest: | Nil | |
| Attachments: | Attachment 11.1A | |

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This item presents the Statement of Financial Activity to Council for the period ending September 2023.

Background

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare financial reports.

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* set out the form and content of the financial reports which have been prepared and are presented to Council.

Comment

In order to fulfil statutory reporting requirements and provide Council with a synopsis of the Shire of Dowerin's overall financial performance on a year-to-date basis, the following financial information is included in the Attachment.

Statements of Financial Activity – Statutory Reports by Program and Nature or Type

The Statements of Financial Activity provide details of the Shire's operating revenues and expenditures on a year-to-date basis. The reports further include details of non-cash adjustments and capital revenues and expenditures, to identify the Shire's net current position.

Note 1 – Statement of Financial Activity

Notes supporting the Statement of Financial Activity by Program and by Nature and Type.

Note 2 – Cash and Financial Assets

This note provides Council with the details of the actual amounts in the Shire's bank accounts and/or investment accounts as at the reporting date.

Note 3 – Receivables

This note provides Council with both Rates Receivables and General Receivables outstanding as at the reporting date. This report has been expanded to further break down the detail of General Receivables.

Note 4 – Other Current Assets

This note provides details of other current assets that the Shire may hold.

Note 5 – Payables

This note provides details of Shire payables unpaid as at the reporting date. This Note is new to the financial statements.

Note 6– Rate Revenue

This note provides details of rates levied during the year.

Note 7 – Disposal of Assets

This note gives details of the capital asset disposals during the year.

Note 8– Capital Acquisitions

This note details the capital expenditure program for the year.

Note 9 –Borrowings

This note shows the Shire's current debt position and lists all borrowings.

Note 10 – Cash Backed Reserves

This note provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a year-to-date basis.

Note 11 – Other Current Liabilities

This note outlines any provisions the Shire has on hand relative to other current liabilities.

Note 12 – Operating Grants and Contributions Received

This note provides information on operating grants received.

Note 13 – Non-Operating Grants and Contributions Received

This note provides information on non-operating grants received.

Note 14 – Explanation of Material Variances

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 10% or \$10,000, whichever is the greater. This note explains the reasons for any material variances identified in the Statements of Financial Activity at the end of the reporting period.

Consultation

David Singe, Chief Executive Officer

Aaron Wooldridge, Deputy Chief Executive Officer

Megan Shirt, Consultant

Policy Implications

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies.

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

Objective: *We are recognised as a transparent, well governed, and effectively managed Local Government*

Outcome: 5.3

Reference: 5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Implications

Council is required to adopt monthly statements of financial activity to comply with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

Risk Implications

| | |
|-------------------------------|---|
| Risk Profiling Theme | Failure to fulfil statutory regulations or compliance requirements |
| Risk Category | Compliance |
| Risk Description | No noticeable regulatory or statutory impact |
| Consequence Rating | Insignificant (1) |
| Likelihood Rating | Rare (1) |
| Risk Matrix Rating | Low (1) |
| Key Controls (in place) | Governance Calendar, Financial Management Framework and Legislation |
| Action (Treatment) | Nil |
| Risk Rating (after treatment) | Adequate |

Timely preparation of the monthly financial statements within statutory guidelines is vital to good financial management. Failure to submit compliant reports within statutory time limits will lead to non-compliance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

Financial Implications

Nil

Voting Requirements




Simple Majority



Absolute Majority

Officer's Recommendation – 11.1

That Council, by Simple Majority pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, receives the statutory Financial Activity Statement report for the period September 2023, as presented in Attachment 11.1A.

| 11.2 List of Accounts Paid | |
|---|--|
| <div>Corporate & Community Services</div> <div>  <div>SHIRE OF DOWERIN TIN DOG TERRITORY</div> </div> | |
| Date: | 12 October 2023 |
| Location: | Not Applicable |
| Responsible Officer: | Aaron Wooldridge, Deputy Chief Executive Officer |
| Author: | Aaron Wooldridge, Deputy Chief Executive Officer |
| Legislation: | <i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i> |
| SharePoint Reference: | Organisation/Financial Management/Reporting/Financial Statements and Credit Cards |
| Disclosure of Interest: | Nil |
| Attachments: | Attachment 11.2A |

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This Item presents the List of Accounts Paid, paid under delegated authority, for September 2023.

Background

Nil

Comment

The List of Accounts Paid as presented has been reviewed by the Deputy Chief Executive Officer.

Consultation

David Singe, Chief Executive Officer

Aaron Wooldridge, Deputy Chief Executive Officer

Susan Dew, Finance Officer

Rhonda Ratcliffe, Finance Officer

Policy Implications

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies. Payments have been made under delegated authority.

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

Objective: *We are recognised as a transparent, well governed, and effectively managed Local Government*

Outcome: 5.3

Reference: 5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Implications

Regulation 12 and 13 of the *Local Government (Financial Management) Regulations 1996* requires that a separate list be prepared each month for adoption by Council showing creditors paid under delegated authority.

Risk Implications

| | |
|-------------------------------|--|
| Risk Profiling Theme | Failure to fulfil statutory regulations or compliance requirements |
| Risk Category | Compliance |
| Risk Description | No noticeable regulatory or statutory impact |
| Consequence Rating | Insignificant (1) |
| Likelihood Rating | Rare (1) |
| Risk Matrix Rating | Low (1) |
| Key Controls (in place) | Governance Calendar |
| Action (Treatment) | Nil |
| Risk Rating (after treatment) | Adequate |

Financial Implications

Funds expended are in accordance with the Council's adopted 2023/2024 Budget.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation – 11.2

That Council, by Simple Majority pursuant to Section 6.8(1)(a) of the *Local Government Act 1995* and Regulation 12 & 13 of the *Local Government (Financial Management) Regulations 1996*, receives the report from the Chief Executive Officer on the exercise of delegated authority in relation to creditor payments from the Shire of Dowerin Municipal Fund, as presented in Attachment 11.2A, and as detailed below:

| List of Accounts Paid – September 2023 | |
|--|---------------------|
| EFT 11305 to EFT 11398 | \$603,739.00 |
| Direct Debit: Credit Card Payment: August 2023 | \$3,937.88 |
| Direct Debit: Synergy | \$5,332.55 |
| Direct Debit: National Australia Bank Fees | \$1,578.01 |
| Direct Debit: Water Corporation | \$1,791.04 |
| Direct Debit: XENEX Systems | \$460.41 |
| Direct Debit: Telstra | \$1,880.03 |
| Direct Debit: Wesfarmers Kleenheat Gas | \$460.70 |
| Direct Debit: Resonline Room Manager | \$242.00 |
| PPE August 2023 - Wages | \$78,065.89 |
| PPE August 2023 - Wages | \$47,992.02 |
| Direct Debit: Superannuation | \$15,296.15 |
| TOTAL | \$760,775.68 |

12. OFFICER'S REPORTS – GOVERNANCE AND COMPLIANCE

12.1 Repeal Local Law 2022 Review Outcome

Governance & Compliance



| | |
|--------------------------------|--|
| Date: | 17 August 2023 |
| Location: | Not Applicable |
| Responsible Officer: | David Singe, Chief Executive Officer |
| Author: | Kahli Rose, Executive and Governance Officer |
| Legislation: | <i>Local Government Act 1995</i> |
| SharePoint Reference: | Organisation/Governance/Local Laws |
| Disclosure of Interest: | Nil |
| Attachments: | Attachment 12.1A |

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This Item presents the outcome of the process of reviewing the Shire of Dowerin's Repeal Local Law 2022 to Council for consideration and, if satisfactory, adoption.

Background

Section 3.16 of the *Local Government Act 1995* (the Act) requires that a local government must every eight years, after adoption of any local law, or the last review, conduct a review of the local law to ensure that it still retains currency.

Section 3.12 of the Act outlines the procedure for making local laws which is broadly as follows:

- the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law;
- the Shire is to give local public notice stating:
 - the local government proposes to make a local law the purpose and effect of which is summarized in the notice;
 - a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and
 - submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;
- give a copy of the proposed local law and a copy of the notice to the Minister for Local Government and, if another Minister administers the legislation under which the local law is proposed to be made, to that other Minister;
- provide a copy of the proposed local law to any person requesting it;
- at the close of submissions consider any submissions made and take into consideration any comments provided;
- adopt, by absolute majority, the local law as originally published or as amended, subject to the amendments not substantially altering the intent of the local law;
- publish the local law in the *Government Gazette*;

- give a copy of the local law to the Minister for Local Government and, if another Minister administers the legislation under which the local law is proposed to be made, to that other Minister;
- after the local law has been published in the *Government Gazette* the local government is to give local public notice:
 - stating the title of the local law;
 - summarising the purpose and effect of the local law (specifying the day on which it comes into operation); and
 - advising that copies of the local law may be inspected or obtained from the local government's office; and
- within 10 days of the publication in the *Government Gazette* submit the local law to the Joint Standing Committee on Delegated Legislation.

Comment

The Draft Local Laws were presented to Council at its Ordinary Council Meeting on 28 September 2021 where it was resolved as follows:

That, by Absolute Majority in accordance with the Local Government Act 1995, Council

1. Approve the giving of local public notice of the following local laws in order to seek public comment:

- *Activities in Thoroughfares and Public Places and Trading Local Law 2021;*
- *Cemeteries Local Law 2021;*
- *Fencing Local Law 2021;*
 - *Subject to the inclusion of the following words in Section 2.10(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 top or side of the fence posts furthest from the thoroughfare or other public place.*
- *Meeting Procedures Local Law 2021; and*
- *Repeal Local Law 2021.*

2. Submit to the Minister for Local Government a copy of all proposed local laws

CARRIED BY ABSOLUTE MAJORITY 7/0

Reason:

*Council expressed its want to include the words **the top of** into Section 2.10(6) of the Fencing Local Law 2021 for public notice.*

Following this, an administrative error resulted in the Repeal Local Law 2022 not being advertised or published for public comment (as per Attachment 12.1A), and the Minister rejecting the proposed Local Law.

Due to this, the process had to be restarted in August 2023 to allow the forum for public comment. No public comment was received regarding the Repeal Local Law, during the 6-week period (18 August 2023 – 29 September 2023).

During the process, office must send a copy of the proposed Local Law to the Minister for Local Government's office for comment. The following recommendation was made and changes to the Local Law implemented:

"Minor edits

The following minor edits are suggested:

- *Clause 4(b)*
 - *Amend to: Municipality of Dowerin Local Government Model By-laws No 7 – (Removal and Disposal of Obstructing Animals or Vehicles) published in the Government Gazette on 18 February 1965.*
- *Clause 4(a)*
 - *Change "Shire of Dowerin" to "Municipality of Dowerin"*
- *Clause 4(b)*
 - *Change "Shire of Dowerin" to "Municipality of Dowerin"*.

Office now brings this item forward for final approval and adoption.

Consultation

Brian Jones, Acting Chief Executive Officer

Kahli Rose, Executive and Governance Officer

Kimberley Craik, Senior Legislation and Statutory Approvals Officer, Minister for Local Government

Policy Implications

There are no significant policy implications evident at this time.

Statutory Implications

There are no significant statutory implications evident at this time.

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

Objective: We are recognised as a transparent, well governed, and effectively managed Local Government

Outcome: 5.3

Reference: 5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

| | |
|-------------------------------|--|
| Risk Profiling Theme | Failure to fulfil statutory regulations or compliance requirements |
| Risk Category | Compliance |
| Risk Description | Short term non-compliance but with significant regulatory requirements imposed |
| Consequence Rating | Moderate (3) |
| Likelihood Rating | Possible (3) |
| Risk Matrix Rating | Moderate (9) |
| Key Controls (in place) | Local Law Review, Compliance |
| Action (Treatment) | Documented review processes. |
| Risk Rating (after treatment) | Adequate |

Financial Implications

There are no significant financial implications evident at this time.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation – 12.1

hat, by Absolute Majority in accordance with the Local Government Act 1995, Council:

- 1. to note that no community submissions were received in relation to the following local law:*
 - Repeal Local Law 2022.*
- 2. to determine that the proposed changes outlined in the reports and included in the:*
 - Repeal Local Law 2022.**are not considered significantly different to that which was originally advertised.*
- 3. to determine to accept all proposed changes and to adopt the:*
 - Repeal Local Law 2022.*
- 4. to advertise the adopted local law in the Government Gazette.*
- 5. to submit to the Minister for Local Government, following advertising in the Government Gazette, a copy of the adopted local law.*
- 6. to advertise, as a local public notice, the adoption of the local law.*
- 7. to submit the Explanatory Memorandum and associated papers to the Joint Standing Committee on Delegated Legislation.*

13. OFFICER's REPORTS -ASSETS AND WORKS

13.1 Airconditioning System – Extraordinary Expense

| | | |
|--------------------------------|---|--|
| Asset & Works | |  SHIRE OF DOWERIN TIN DOG TERRITORY |
| Date: | 10 October 2023 | |
| Location: | Shire Administrative Building – Works and DHC Offices | |
| Responsible Officer: | Russell Holleley, Works Administration Officer | |
| Author: | Russell Holleley, Works Administration Officer | |
| Legislation: | <i>Local Government Act 1995, Work Health and Safety (General) Regulations 2022</i> | |
| Sharepoint Reference: | Nil | |
| Disclosure of Interest: | Nil | |
| Attachments: | Attachment 13.1A | |

Purpose of Report



Executive Decision



Legislative Requirement

Summary

It has been advised by Lloyds Airconditioning Service that the cassette-type air conditioning systems currently installed in the Asset & Works office, and Dowerin Home Care office are no longer serviceable, or in good working condition.

Quotes and assessments have been provided by two contracts, as per Attachment 13.1A.

Both units require decommission and upgrade, which is currently not allowed for in the 2023/2024 Budget.

As per part 3.2, Division 2, 40(f) of the Work Health and Safety (General) Regulations 2022, workers carrying out work in extremes of heat or cold, must be able to carry out their work without risk to health and safety.

Background

The units have been repaired by the manufacturer previously under warranty and have had ongoing problems following. Both units are no longer covered for repair or replacement under warranty.

Comment

It has been advised to the Works Administration Officer that cassette style air conditioning units can be troublesome, and it is recommended that split units be installed as replacements.

Consultation

Russell Holleley, Works Administration Officer
Ben Forbes, Asset & Works Coordinator
Aaron Wooldridge, Deputy Chief Executive Officer
Lloyds Air-Conditioning and Refrigeration Services
Kaos Electrical

Policy Implications

Policy 3.5 – Financial Management Policy

Statutory Implications

Nil

Strategic Implications

Asset Management Plan

Decommissioning of current units, and purchase of two replacements.

Long Term Financial Plan

Nil

Risk Implications

| | |
|-------------------------------|--|
| Risk Profiling Theme | Failure to fulfil statutory regulations or compliance requirements |
| Risk Category | People |
| Risk Description | First Aid Treatment |
| Consequence Rating | Minor (2) |
| Likelihood Rating | Unlikely (2) |
| Risk Matrix Rating | Low (4) |
| Key Controls (in place) | Servicing and maintenance of current assets and equipment |
| Action (Treatment) | Replacement of faulty units |
| Risk Rating (after treatment) | Adequate |

Financial Implications

2023/2024 Budget mid-year review.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation 13.1

That, by Absolute Majority in accordance with the Local Government Act 1995, Council resolve to accept the unbudgeted expenses relating to the upgrade and replacement of the current air conditioning units installed in the works and Dowerin home care administration offices.

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| 14. | Urgent Business Approved by the Person Presiding or by Decision |
| 15. | Elected Members' Motions |
| 16. | Closure |

MINUTES


Ordinary Council Meeting

Held in Council Chambers
13 Cottrell Street, Dowerin WA 6461
Tuesday 19 September 2023

ABN: 35 939 977 194

P (08) 9631 1202 E dowshire@dowerin.wa.gov.au
13 Cottrell Street, Dowerin WA 6461

 www.dowerin.wa.gov.au

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| 4. | Disclosure of Interest | |
| 5. | Applications for Leave of Absence | |
| 6. | Petitions and Presentations | |
| 7. | Confirmation of Minutes of the Previous Meetings | |
| 7.1 | <u>Ordinary Council Meeting held on 15 August 2023</u> | |
| 8. | Minutes of Committee Meetings to be Received | |
| 8.1 | <u>Asset and Works Committee Meeting held on 5 September 2023</u> | |
| 9. | Recommendations from Committee Meetings for Council Consideration | |
| 9.1 | <u>Asset and Works Committee Meeting</u> | |
| 9.1.1 | <u>Roads to Recovery – Allocation of Surplus Funding</u> | |
| 9.1.2 | <u>Local Roads and Community Infrastructure Program (LRCIP) Phase 4 Part B Allocation</u> | |
| 10. | Announcements by the President Without Discussion | |
| 11. | Officer's Reports – Corporate and Community Services | |
| 11.1 | <u>Financial Activity Statements</u> | |
| 11.2 | <u>List of Accounts Paid</u> | |
| 11.3 | <u>Sale of Land for Unpaid Rates in Excess of Three Years</u> | |
| 11.4 | <u>Central East Aged Care Alliance (CEACA)</u> | |
| 11.5 | <u>Regional Early Education and Development Inc (REED) – Project Support Proposal</u> | |
| 11.6 | <u>Dowerin Memorial Swimming Pool</u> | |
| 11.7 | <u>Unpaid Rates – 36 Goldfields Road, DOWERIN</u> | |
| 12. | Officer's Reports – Governance and Compliance | |
| 12.1 | <u>Dowerin Bush Fire Brigades – Policy Manual</u> | |
| 12.2 | <u>Policy Review – Councillor IT Devices</u> | |
| 12.3 | <u>Development Application - Lot 25585 Minnivale Northeast Road, MINNIVALE</u> | |
| 12.4 | <u>Development Application – Lot 12275 Dowerin-Koorda Road, MANMANNING</u> | |
| 12.5 | <u>Development Application - Lot 11 on DP044355 (Clinic Road), KOOMBERKINE</u> | |
| 12.6 | <u>Management Order – Reserve 13758</u> | |
| 13. | Urgent Business Approved by the Person Presiding or by Decision | |
| 14. | Elected Members' Motions | |
| 15. | Closure | |

Shire of Dowerin Ordinary Council Meeting Tuesday 19 September 2023



1. Official Opening / Obituaries

The President welcomes those in attendance and declares the Meeting open at 4.00pm

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

| | |
|----------------|------------------|
| Cr RI Trepp | President |
| Cr BA Ward | Deputy President |
| Cr WG Allsopp | |
| Cr LG Hagboom | |
| Cr NP McMorran | |
| Cr AJ Metcalf | |
| Cr JC Sewell | |

Staff:

| | |
|-----------------|----------------------------------|
| Mr B Jones | Chief Executive Officer |
| Mr A Wooldridge | Deputy Chief Executive Officer |
| Ms K Rose | Executive and Governance Officer |

Members of the Public: Nil

Apologies: Cr DP Hudson

Approved Leave of Absence:

3. Public Question Time

4. Disclosure of Interest

5. Applications for Leave of Absence

Nil

6. Petitions and Presentations

Nil

7. Confirmation of Minutes of the Previous Meeting(s)

7.1 Ordinary Council Meeting held on 15 August 2023.

[Attachment 7.1A](#)

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/ Resolution - 7

Moved: Cr Ward

Seconded: Cr Allsopp

851 That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 15 August 2023, as tabled, be confirmed as a true and correct record of proceedings.

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

8. Minutes of Committee Meeting(s) to be Received

8.1 Asset and Works Committee Meeting held on 5 September 2023.

[Attachment 8.1A](#)

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution - 8

Moved: Cr Metcalf

Seconded: Cr McMorran

852 That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Asset and Work Committee Meeting, held on 5 September 2023, as presented in Attachment 8.1A, be received by Council.

NOTE:

The Assets & Works Committee discussed the capacity of the three 450mm culverts at slk4.38 on Harris East Road and requested the Assets and Works Coordinator research options and costs of increasing the diameter of the culverts.

A quotation has been received for 3 x 600mm HDPE pipes to be installed for the same price as the original quote for 3 x 450mm reinforced concrete pipes.

The quotation for 3 x 600mm HDPE pipes will be accepted should Council accept the recommendation of the Assets and Works Committee.

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

9.1 Asset & Works Committee Meeting held on 5 September 2023

Refer Asset and Works Committee Meeting Minutes dated 5 September 2023.

1

Absolute Majority

Moved: Cr Ward

Seconded: Cr Hagboom

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

Refer Asset and Works Committee Meeting Minutes dated 5 September 2023.

Attachment 9.1.2A – Sealed Roads Report

11

Absolute Majority

Moved: Cr Hagboom

Seconded: Cr Trepp

- a. Reseal of Dowerin-Meckering Road (SLK 18.45-21.50, total of 3.05km),
- b. Reseal on Koorda-Wongan Hills Road (SLK 17.08-18.20 total of 1.12km).
- c. Culvert failure repair on Metcalf Road (SLK 3.58), and
- d. Replacement of entire culvert on Harris East Road (SLK 4.38).

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

Elections

- President & Deputy President positions will be vacated at the upcoming election.

11. OFFICER'S REPORTS – CORPORATE AND COMMUNITY SERVICES

11.1 Financial Activity Statements

Corporate and Community Services



| | |
|--------------------------------|---|
| Date: | 14 September 2023 |
| Location: | Not Applicable |
| Responsible Officer: | Aaron Wooldridge, Deputy Chief Executive Officer |
| Author: | As above |
| Legislation: | <i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i> |
| SharePoint Reference: | Organisation / Financial Management / Reporting / Financial Statements / 2023-2024 Monthly Financial Statements |
| Disclosure of Interest: | Nil |
| Attachments: | Attachment 11.1A |

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This item presents the Statement of Financial Activity to Council for the period ending August 2023.

Background

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare financial reports.

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* set out the form and content of the financial reports which have been prepared and are presented to Council.

Comment

In order to fulfil statutory reporting requirements and provide Council with a synopsis of the Shire of Dowerin's overall financial performance on a year-to-date basis, the following financial information is included in the Attachment.

Statements of Financial Activity – Statutory Reports by Program and Nature or Type

The Statements of Financial Activity provide details of the Shire's operating revenues and expenditures on a year-to-date basis. The reports further include details of non-cash adjustments and capital revenues and expenditures, to identify the Shire's net current position.

Note 1 – Statement of Financial Activity

Notes supporting the Statement of Financial Activity by Program and by Nature and Type.

Note 2 – Cash and Financial Assets

This note provides Council with the details of the actual amounts in the Shire's bank accounts and/or investment accounts as at the reporting date.

Note 3 – Receivables

This note provides Council with both Rates Receivables and General Receivables outstanding as at the reporting date. This report has been expanded to further break down the detail of General Receivables.

Note 4 – Other Current Assets

This note provides details of other current assets that the Shire may hold.

Note 5 – Payables

This note provides details of Shire payables unpaid as at the reporting date. This Note is new to the financial statements.

Note 6– Rate Revenue

This note provides details of rates levied during the year.

Note 7 – Disposal of Assets

This note gives details of the capital asset disposals during the year.

Note 8– Capital Acquisitions

This note details the capital expenditure program for the year.

Note 9 –Borrowings

This note shows the Shire's current debt position and lists all borrowings.

Note 10 – Cash Backed Reserves

This note provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a year-to-date basis.

Note 11 – Other Current Liabilities

This note outlines any provisions the Shire has on hand relative to other current liabilities.

Note 12 – Operating Grants and Contributions Received

This note provides information on operating grants received.

Note 13 – Non-Operating Grants and Contributions Received

This note provides information on non-operating grants received.

Note 14 – Explanation of Material Variances

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 10% or \$10,000, whichever is the greater. This note explains the reasons for any material variances identified in the Statements of Financial Activity at the end of the reporting period.

Consultation

Brian Jones, Acting Chief Executive Officer

Aaron Wooldridge, Deputy Chief Executive Officer

Megan Shirt, Consultant

Policy Implications

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies.

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

Objective: *We are recognised as a transparent, well governed, and effectively managed Local Government*

Outcome: 5.3

Reference: 5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Implications

Council is required to adopt monthly statements of financial activity to comply with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

Risk Implications

| | |
|-------------------------------|---|
| Risk Profiling Theme | Failure to fulfil statutory regulations or compliance requirements |
| Risk Category | Compliance |
| Risk Description | No noticeable regulatory or statutory impact |
| Consequence Rating | Insignificant (1) |
| Likelihood Rating | Rare (1) |
| Risk Matrix Rating | Low (1) |
| Key Controls (in place) | Governance Calendar, Financial Management Framework and Legislation |
| Action (Treatment) | Nil |
| Risk Rating (after treatment) | Adequate |

Timely preparation of the monthly financial statements within statutory guidelines is vital to good financial management. Failure to submit compliant reports within statutory time limits will lead to non-compliance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 11.1

Moved: Cr Trepp

Seconded: Cr Ward


855

That Council, by Simple Majority pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, receives the statutory Financial Activity Statement report for the period August 2023, as presented in Attachment 11.1A.

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

UNCONFIRMED

| 11.2 List of Accounts Paid | |
|---|--|
| <div>Corporate & Community Services</div> <div>  <div>SHIRE OF DOWERIN TIN DOG TERRITORY</div> </div> | |
| Date: | 14 September 2023 |
| Location: | Not Applicable |
| Responsible Officer: | Aaron Wooldridge, Deputy Chief Executive Officer |
| Author: | Aaron Wooldridge, Deputy Chief Executive Officer |
| Legislation: | <i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i> |
| SharePoint Reference: | Organisation/Financial Management/Reporting/Financial Statements and Credit Cards |
| Disclosure of Interest: | Nil |
| Attachments: | Attachment 11.2A |

Purpose of Report

☐

Executive Decision

☒

Legislative Requirement

Summary

This Item presents the List of Accounts Paid, paid under delegated authority, for August 2023.

Background

Nil

Comment

The List of Accounts Paid as presented has been reviewed by the Deputy Chief Executive Officer.

Consultation

Brian Jones, Acting Chief Executive Officer

Aaron Wooldridge, Deputy Chief Executive Officer

Susan Dew, Finance Officer

Rhonda Ratcliffe, Finance Officer

Policy Implications

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies. Payments have been made under delegated authority.

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

Objective: *We are recognised as a transparent, well governed, and effectively managed Local Government*

Outcome: 5.3

Reference: 5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Implications

Regulation 12 and 13 of the *Local Government (Financial Management) Regulations 1996* requires that a separate list be prepared each month for adoption by Council showing creditors paid under delegated authority.

Risk Implications

| | |
|-------------------------------|--|
| Risk Profiling Theme | Failure to fulfil statutory regulations or compliance requirements |
| Risk Category | Compliance |
| Risk Description | No noticeable regulatory or statutory impact |
| Consequence Rating | Insignificant (1) |
| Likelihood Rating | Rare (1) |
| Risk Matrix Rating | Low (1) |
| Key Controls (in place) | Governance Calendar |
| Action (Treatment) | Nil |
| Risk Rating (after treatment) | Adequate |

Financial Implications

Funds expended are in accordance with the Council's adopted 2023/24 Budget.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 11.2

Moved: Cr Allsopp

Seconded: Cr McMorran

856

That Council, by Simple Majority pursuant to Section 6.8(1)(a) of the *Local Government Act 1995* and Regulation 12 & 13 of the *Local Government (Financial Management) Regulations 1996*, receives the report from the Chief Executive Officer on the exercise of delegated authority in relation to creditor payments from the Shire of Dowerin Municipal Fund, as presented in Attachment 11.2A, and as detailed below:

| List of Accounts Paid – August 2023 | |
|--|---------------------|
| EFT 11173 to EFT 11304 | \$693,133.99 |
| Direct Debit: Credit Card Payment: July 2023 | \$2,680.83 |
| Direct Debit: Synergy | \$13,494.97 |
| Direct Debit: Bank Fees | \$70.98 |
| Direct Debit: Water Corporation | \$6528.22 |
| Direct Debit: XENEX Systems | \$460.41 |
| Direct Debit: Telstra | \$743.87 |
| Direct Debit: Wylie Weekly | \$25.00 |
| Direct Debit: Wesfarmers Kleenheat Gas | \$241.37 |
| Direct Debit: Merchant Fees | \$227.57 |
| Direct Debit: Resonline Room Manager | \$242.00 |
| Direct Debit: Bpay Fees | \$89.29 |
| PPE August 2023 - Wages | \$53,268.00 |
| PPE August 2023 - Wages | \$57,343.54 |
| PPE August 2023 - Wages | \$58,855.08 |
| Direct Debit: Superannuation | \$24,445.73 |
| TOTAL | \$911,850.85 |

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

11.3 Sale of Land for Unpaid Rates in Excess of Three Years

Corporate & Community Services



| | |
|--------------------------------|---|
| Date: | 25 August 2023 |
| Location: | Various |
| Responsible Officer: | Aaron Wooldridge, Deputy Chief Executive Officer |
| Author: | Sheldon Cox, Rates and Finance Officer |
| Legislation: | <i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996; Civil Judgements Enforcement Act 2004</i> |
| SharePoint Reference: | Organisation/Rates & Valuations/Debt Recovery |
| Disclosure of Interest: | Nil |
| Attachments: | Nil |

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This item is represented to clearly define the process undertaken by the Shire to proceed with the sale of properties whose rates and charges have been in arrears for three years.

Background

Under Section 6.64(1)(b) of the *Local Government Act 1995* (the Act), if any rates or service charges due to a local government have remained unpaid for at least three years, the local government may take possession of and proceed to sell the land. Section 6.68 describes the necessary conditions for exercising the power to sell the land.

Whilst Section 6.68(1) of the Act prevents the local government from exercising the power of sale unless the local government has attempted to recover money due to it under Section 6.56 of the Act, under Section 6.68(2), a local government is not required to attempt under Section 6.56 to recover money due before exercising the power of sale, where the local government has a reasonable belief that the cost of proceedings will equal or exceed the value of the land, or where the local government has made reasonable efforts to locate the owner of the property and has been unable to do so.

In order to take possession of the property and proceed with its sale, the local government must cause notice requiring the payment of rates in accordance with Schedule 6.3 of the Act. The notice is also to be served on any party with an interest in the land, such as the Mortgagees and is also to be posted on the local government's official website for a period of not less than 35 days. If at the expiration of three months from the date of issue of the notice the rates remain unpaid, the local government can proceed with selling the land by public auction, with such an auction to occur not more than twelve months from the date of the notice.

Achievements have been, including the sale and seizure of one property, two more awaiting sale or seizure and the enforcement of consistent payments by problematic debtors who are now on schedule each year.

The aim of this item is to propose an additional four assessments for potential sale and/or seizure. The following properties, while not necessarily hold a large debt, will become a problem if they are not acted upon now. The four listed are under unfortunate circumstances in which all owners and potential beneficiaries have since passed away, leaving a difficult and uncomfortable situation for the Shire to navigate.

Under Clause 5 of Schedule 6.3 of the Act, the outstanding rates, any additional legal expenses and the costs of the sale or incidental costs to the sale of the property can be recovered by the local government. Any residual amounts from the sale of the property are to be held by the local government in the event of the owners making a claim. If after twelve months the amount has not been claimed, the residual funds are to be paid into the Supreme Court under Section 99 of the Trustees Act. If unclaimed for a further six years, the amount is then paid into the Consolidated Fund of the State Government.

Comment

Staff have exhausted all avenues of action in accordance with relevant legislative requirements relating to collection of the outstanding rates on the properties. A decision from Council on how to proceed was ratified at its Ordinary Council Meeting held on 18 April 2023 (CMRef 0765).

The Officer's Recommendation is to clearly identify the process the Shire has undertaken in relation to debt recovery for the two properties and the recommendation for the sale and the steps carried out.

Consultation

Sheldon Cox, Rates Officer

Tara Donnelly, Rates Consultant

Aaron Wooldridge, Deputy Chief Executive Officer

Lauren Marsh, Senior Account Manager - AMPAC Debt Recovery

Damian Barr, Local Government Services - AMPAC Debt Recovery

Association of Rates Officers

Troy Hancock, Legislation Officer, Department of Local Government, Sports, and Cultural Industries

Policy Implications

Nil

Statutory Implications

Part 6 Division 6 and Schedule 6.3 of the *Local Government Act 1995* are applicable.

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

Objective: *We are recognised as a transparent, well governed, and effectively managed Local Government*

Outcome: 5.3

Reference: 5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

| | |
|-------------------------------|---|
| Risk Profiling Theme | Failure to fulfil statutory regulations or compliance requirements |
| Risk Category | Financial Impact |
| Risk Description | \$50,001 - \$200,000 |
| Consequence Rating | Moderate (3) |
| Likelihood Rating | Possible (3) |
| Risk Matrix Rating | Extreme (20) |
| Key Controls (in place) | Financial Management Framework; Debt Recovery Procedures; Legislation |
| Action (Treatment) | Undertake debt recovery as per procedures and legislation |
| Risk Rating (after treatment) | Effective |

Financial Implications

The sale of the properties at the sale or seizure level in debt recovery would decrease the outstanding rates by approximately \$60,000 or more. Daily interest accruing at 5% per annum would cease. The outstanding rates and service charges may not be fully recovered from the sale of the property, or the cost of any legal action/s. In the event the price realised at sale is less than the balance of the rates and charges, Section 6.12(1) c of the *Local Government Act 1995* provides that any shortfall following sale shall be written off.

There is a provision for rates debt recovery in the 2023/24 budget.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution - 11.3

Moved: Cr Ward

Seconded: Cr McMorran

857

That, by Simple Majority, in accordance with the *Local Government Act 1995*, Council pursuant to minutes of the Ordinary Council Meeting dated 18 April 2023 (CMRef 0765) in relation to A229 - Lot 58 Dowall Street, Minnivale, the Shire were made aware that the owners were deceased and a decision in or around 2020 was made to write-off rates and charges by Council motion each financial year. Following the commencement of a new Rates Officer, an internal decision was made to allow the rates and charges to be outstanding for three years to proceed with seizure and sale. Following contact with the Executors of the Estates of the deceased owners in or around 2023, they have relinquished rights to the property allowing Council to proceed with seizure and sale.

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

11.4 Central East Aged Care Alliance (CEACA)

Corporate & Community Services



| | |
|--------------------------------|---|
| Date: | 25 August 2023 |
| Location: | Various |
| Responsible Officer: | Brian Jones, Acting Chief Executive Officer |
| Author: | Brian Jones, Acting Chief Executive Officer |
| Legislation: | <i>Local Government Act 1995;</i> |
| SharePoint Reference: | Nil |
| Disclosure of Interest: | Nil |
| Attachments: | Nil |

Purpose of Report



Executive Decision



Legislative Requirement

Summary

To consider applying for membership of CEACA.

Background

Council has previously discussed the merits of becoming a member of CEACA at the May, June, and August Workshops.

Council has the option of:

- Full membership (\$15,000 per annum)
- Associate membership (\$5,000 per annum)
- Not applying for membership

Further information regarding CEACA can be found at <https://www.ceaca.org.au/>.

Comment

Council has indicated a preference for associate membership.

The terms of associate membership are:

- Non-Voting member of CEACA.
- Annual Membership Levy of \$5,000 per annum.
- Minimum Membership commitment of three years from 1 July 2023.
- Option to apply for General Membership of CEACA at any time.
- Included in CEACA's applications to State and Federal Government (as appropriate) for Grant funding ("Funding") to construct Independent Living Units (ILUs).
- Upon confirmation of Funding for ILUs, an obligation to apply for General Membership of CEACA.
- A funding commitment towards the ILUs from the Shire is a likely condition of any State and Federal Government funding.
- Appropriate land will be gifted to CEACA to enable the construction of the ILUs.
- CEACA land will be exempt from Shire rates due to its charitable status.

Consultation

Nil

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

Objective: *We are recognised as a transparent, well governed, and effectively managed Local Government*

Outcome: 5.3

Reference: 5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

| | |
|-------------------------------|---|
| Risk Profiling Theme | Asset Management Practices |
| Risk Category | Financial Impact |
| Risk Description | \$5,001 - \$50,000 |
| Consequence Rating | Moderate (3) |
| Likelihood Rating | Possible (3) |
| Risk Matrix Rating | Low (4) |
| Key Controls (in place) | Financial Management Framework; Debt Recovery Procedures; Legislation |
| Action (Treatment) | |
| Risk Rating (after treatment) | Effective |

Financial Implications

Council has included an allocation of \$15,000 in the 2023/24 Budget. While associate membership provides an initial Budget saving, Council may be required to upgrade to full membership should CEACA lodge a funding application during the financial year that includes housing for the Shire of Dowerin.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution - 11.4

Moved: Cr Metcalf

Seconded: Cr Ward

858 That, by simple majority, Council apply for Associate Membership of the Central East Accommodation & Care Alliance.

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

11.5 Regional Early Education and Development Inc (REED) – Project Support Proposal

Corporate & Community Services



| | |
|--------------------------------|--|
| Date: | 12 September 2023 |
| Location: | 10 Cottrell Street Dowerin, Dowerin REED |
| Responsible Officer: | Aaron Wooldridge, Deputy Chief Executive Officer |
| Author: | Aaron Wooldridge, Deputy Chief Executive Officer |
| Legislation: | <i>Local Government Act 1995</i> |
| SharePoint Reference: | Community Development/Community Groups Liaison/2023-Dowerin REED |
| Disclosure of Interest: | Nil |
| Attachments: | Attachment 11.5A |

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This Item presents a financial support proposal for Dowerin REED for the purpose of completing a fundraised landscaping project at 10 Cottrell Street, Dowerin and for Council to consider and, if satisfactory, adopt the approval.

Background

The Dowerin Community Childcare Inc was supported by the Shire of Dowerin prior to the merger with REED in 2020. However, the Shire of Dowerin is currently responsible for the upkeep and maintenance of the building and land that REED currently occupies.

Comment

Dowerin REED has sent a letter (attachment 11.5A) seeking the financial support from the Shire of Dowerin in contributing towards the shortfall of \$2,393.00, for the landscape project that is estimated to cost \$5,390.00. To date, REED has successfully fundraised \$2,997.00 towards the project.

The purpose of the project is to revitalise the existing landscape by upgrading the area with a more natural and nurturing outdoor environment for children. It will provide improved sensory elements for the children such as: mud pit area, natural herbs area, sensory path to connect to a custom-built teepee donated and made locally by families and the Dowerin Men's shed.

Consultation

Brian Jones, Acting Chief Executive Officer

Aaron Wooldridge, Deputy Chief Executive Officer

Sheldon Cox, Rates Officer

Russell Holleley, Assets and Works Administration Officer

Policy Implications

Nil

Statutory Implications

Local Government (Financial Management) Regulations 1996
r.12(1)(a) Payment from municipal or trust fund, restrictions on making

Strategic Implications

Strategic Community Plan

Community Priority: Our Community

Objective: We live in a diverse, healthy, and connected community

Outcome: 1.2

Reference: 1.2.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

| | |
|-------------------------------|--|
| Risk Profiling Theme | Management of Facilities/Venues/Events |
| Risk Category | Property (Plant, Equipment, Buildings) |
| Risk Description | Inconsequential damage |
| Consequence Rating | Insignificant (1) |
| Likelihood Rating | Unlikely (2) |
| Risk Matrix Rating | Low (2) |
| Key Controls (in place) | |
| Action (Treatment) | |
| Risk Rating (after treatment) | Adequate |

Financial Implications

2023/2024 Budget Review amendment.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 11.5

Officer Recommendation:

That Council supports the Financial contribution towards the Project Proposal submitted by Dowerin REED, as presented in Attachment 11.5A.

Moved: Cr Trepp

Seconded: Cr Hagboom

859

Alternate Motion

That Council request REED to apply for the Dowerin Field Days October funding round. If the funding application is unsuccessful, REED to reapproach Council for funding.

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

Reason: Council agreed that the Dowerin Field Days Community Funding would be better suited to the application received from REED.

11.6 Dowerin Memorial Swimming Pool

Governance & Compliance



| | |
|--------------------------------|---|
| Date: | 6 September 2023 |
| Location: | Memorial Avenue, DOWERIN |
| Responsible Officer: | Brian Jones, Acting Chief Executive Officer |
| Author: | Brian Jones, Acting Chief Executive Officer |
| Legislation: | |
| SharePoint Reference: | Nil |
| Disclosure of Interest: | Nil |
| Attachments: | Nil |

Purpose of Report



Executive Decision



Legislative Requirement

Summary

To consider removing the entry fees for the Dowerin Memorial Swimming Pool (hire fees excluded).

Background

In 2022 local Dowerin resident, Dayrell Jennings, kindly made a donation to the Shire to cover all admission fees into the Dowerin Memorial Swimming Pool for the 2022/2023 season.

This donation was widely recognised throughout the Region and resulted in an increase in attendance throughout the pool season, with an influx of both junior and senior patrons daily.

Having a free-entry pool provided the youth of Dowerin with a place to play, learn, and enjoy summer with their friends and peers. It offered parents a local option for activities throughout the summer school break and saw less families travelling to the city to spend the day out with their children.

The Dowerin Memorial Pool is utilised by both locals and people travelling through the Wheatbelt as either tourists or visiting local families. By drawing more people into the town centre, local businesses including the Tin Dog General Store, and Dowerin Roadhouse, also benefit from an injection of money and customers through their doors.

As part of the 2023/2024 Budget, Council forecasts to receive \$6,996.00 in admission fees and seasonal passes. The Budget does not predict any income for hire fees.

Current admission fees are:

| Description | Notes | Fee/Charge |
|--|-----------------------|---------------|
| Adult | Per Visit | 4.00 |
| Children | Per Visit | 4.00 |
| Family Visit (2 Adults & 2 Children) | Per Visit | 15.00 |
| Season Tickets; Family (Max 4 people of Immediate Family) | 2 adults & 2 children | 140.00 |
| - Additional Children | Per Child | 30.00 |
| Season Tickets; Single | Per Season | 80.00 |
| Half Season Ticket; Family (1 January each year) | 2 adults & 2 children | 70.00 |
| - Additional Children | Per Child | 15.00 |
| Half Season Ticket; Single (1 January each year) | Per Half Season | 40.00 |
| Adult; Non-Swimmer | Per Visit | 2.00 |
| Senior / Concession Adult | Per Visit | 2.00 |
| Season Ticket - Senior / Concession Adult | Per Season | 60.00 |
| | | |
| Hire of Swimming Pool | Per Hour | 50.00 |
| Cleaning Fee - If Required (Includes Staff Time & Materials) | Cost Recovery | Cost Recovery |

Consultation

Brian Jones, Acting Chief Executive Officer
Dowerin Shire President
Dowerin Shire Deputy President

Policy Implications

Nil

Statutory Implications

6.16. Imposition of fees and charges

- (1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.
 - Absolute majority required.
- (2) A fee or charge may be imposed for the following –
 - a. providing the use of, or allowing admission to, any property or facility wholly or partly owned,
 - b. controlled, managed, or maintained by the local government;
 - c. supplying a service or carrying out work at the request of a person;
 - d. subject to section 5.94, providing information from local government records;
 - e. receiving an application for approval, granting an approval, making an inspection and
 - f. issuing a licence, permit, authorisation, or certificate;
 - g. supplying goods;
 - h. such other service as may be prescribed.

- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
- imposed* during a financial year; and
 - amended* from time to time during a financial year.
- Absolute majority required.

Strategic Implications

Local Planning Strategy

Strategic Community Plan

Community Priority: Our Economy

Objective: We are an attractive location to invest, live, play, visit and work

Outcome: 2.1

Reference: 2.1.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

| | |
|--------------------------------------|--|
| Risk Profiling Theme | Asset Management Practices |
| Risk Category | Reputation (Social/Community) |
| Risk Description | \$5,001 - \$50,000 |
| Consequence Rating | Minor (2) |
| Likelihood Rating | Unlikely (2) |
| Risk Matrix Rating | Low (4) |
| Key Controls (in place) | Community & Engagement Framework Communication & Engagement Policy Community Satisfaction Survey |
| Action (Treatment) | No Action required |
| Risk Rating (after treatment) | Adequate |

Financial Implications

Council currently forecasts an income of \$6,996.00 for the 2023/2024 pool season. The outcome of the recommendation, if adopted, would be to incur unbudgeted expenditure equivalent to the budgeted revenue.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 11.6

Officers Recommendation:

That Council agree to waive the entry fees for the Dowerin Memorial Swimming Pool for the 2023/24 pool season and remove the entry fees from the Shires fees and charges (hire fees excluded).

Moved: Cr Sewell

Seconded: Cr Metcalf

860

Alternate Motion

That the item lay on the table.

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

11.7 Unpaid Rates – 36 Goldfields Road, DOWERIN

Corporate & Community Services



| | |
|--------------------------------|--|
| Date: | 8 September 2023 |
| Location: | Nil |
| Responsible Officer: | Aaron Wooldridge, Deputy Chief Executive Officer |
| Author: | Sheldon Cox, Rates and Finance Officer |
| Legislation: | <i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i> |
| SharePoint Reference: | Organisation/Rates and Evaluations/Reporting/2023 Recalcitrant Rates Debtors |
| Disclosure of Interest: | Nil |
| Attachments: | Attachment 11.7A |

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

The Shire of Dowerin has received a request from the beneficiary of the Estate of 36 Goldfields Road, Dowerin for the Shire to defer action to take possession and sell the land for unpaid rates and charges.

Background

The property 36 Goldfields Road has previously been approved for seizure and sale by Council due to rates arrears being in excess of three years. It is due to go to Auction in October.

Comment

The Shire has received correspondence (Attachment 11.7A) from the beneficiary of the Estate of 36 Goldfields Road, who's deceased parents own the property 36 Goldfields Road, Dowerin.

In verbal conversations with the beneficiary, the Rates Officer is under the assumption that their daughter and/or granddaughter is interested in purchasing the property, however this may not take place until well into 2024. The debt will be paid at settlement, should the private property sale go ahead.

As of 8 September 2023, the current debt held is over \$32,000. This amount includes yearly rates and charges from 2019 onwards, plus all charges in relation to probate searches, skip traces and general legal fees. The current value of the property is unknown.

Administration is seeking Council direction regarding the request received due to the large debt and the previous approval to seize and sell. Council can decide to continue with the seizure and sale of the property unless the owners, or any living relative, pays the third year owing debt in full. The proposal received from the beneficiary of the Estate of 36 Goldfields Road, Dowerin will not meet this requirement by the auction due date.

Two recommendations have been provided for Council consideration, one to deny the request received and one to approve the request received.

Consultation

Sheldon Cox, Rates Officer

Aaron Wooldridge, Deputy Chief Executive Officer

Lauren Marsh, Senior Account Manager - AMPAC Debt Recovery

Damian Barr, Local Government Services, AMPAC Debt Recovery

Troy Hancock, Legislation Officer, Department of Local Government, Sports, and Cultural Industries

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Strategic Community Plan

Community Priority: Our Leaders

Objective: A thriving and progressive rural community enabled by innovation in leadership, a focus on continuous improvement and adaptability to evolving community needs

Outcome: 2 & 3

Reference: L3, L4 & L5

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

| | |
|-------------------------------|---|
| Risk Profiling Theme | Failure to fulfil statutory regulations or compliance requirements |
| Risk Category | Financial Impact |
| Risk Description | \$5,001 - \$50,000 |
| Consequence Rating | Moderate (3) |
| Likelihood Rating | Possible (3) |
| Risk Matrix Rating | High (16) |
| Key Controls (in place) | Financial Management Framework; Debt Recovery Procedures; Legislation |
| Action (Treatment) | Undertake debt recovery as per procedures and legislation |
| Risk Rating (after treatment) | Effective |

Financial Implications

The risk implications as set out above is \$5,001 - \$50,000.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 11.7

Moved: Cr McMorran **Seconded** Cr Hagboom

861

That Council accept the offer to make minimal weekly payments and postpone the possession and sale of 36 Goldfields Road, Dowerin to allow a private sale of the property to relatives of the deceased owners, subject to the following conditions:

- a) The property being purchased, or debt being paid by in full by 30th June 2024.
- b) Any default of payment schedule shall lead to recommencement of the PSSO.

CARRIED 5/2

For: Cr Trepp, Cr Ward, Cr Hagboom, Cr McMorran, Cr Sewell

Against: Cr Allsopp, Cr Metcalf

12. OFFICER'S REPORTS – GOVERNANCE AND COMPLIANCE

12.1 Dowerin Bush Fire Brigade – Policy Manual

Governance & Compliance



| | |
|--------------------------------|---|
| Date: | 17 August 2023 |
| Location: | Not Applicable |
| Responsible Officer: | Brian Jones, Acting Chief Executive Officer |
| Author: | Brian Jones, Acting Chief Executive Officer |
| Legislation: | <i>Local Government Act 1995</i> |
| SharePoint Reference: | Organisation/Governance/Council Policies |
| Disclosure of Interest: | Nil |
| Attachments: | Attachment 12.1A |

Purpose of Report



Executive Decision



Legislative Requirement

Summary

To consider the adoption of various Policies in regard to the operation of volunteer Bushfire Brigades within the Shire.

Background

The Shire administration, in conjunction with the Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer have prepared the following Policies for Council consideration:

- 8.1 Roles of Brigade Officers
- 8.2 Brigade Meetings
- 8.3 Firefighter Induction
- 8.4 Personal Protective Equipment
- 8.5 Use of Brigade Sheds
- 8.6 Vehicle Use for Operational Activities
- 8.7 Shire Owned Equipment and Bushfires
- 8.8 Police Statements

The above Policies were produced based on framework from DFES, other Shire Policies, and in consultation with the Chief Bushfire Control Officer and Deputy Bushfire Control Officers.

These Policies are now presented to Council for consideration.

Consultation

Brian Jones, Acting Chief Executive Officer
Kahli Rose, Executive and Governance Officer
Paul Millsteed, Chief Bush Fire Control Officer
Gavin Hagboom, Deputy Chief Bush Fire Control Officer
Department of Fire and Emergency Services

Policy Implications

The current Policy Manual will be updated accordingly, should Council resolve to adopt the proposed Policies.

Statutory Implications

Section 2.7 of the *Local Government Act 1995* stipulates that the role of Council is to determine policies.

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

Objective: We are recognised as a transparent, well governed, and effectively managed Local Government

Outcome: 5.3

Reference: 5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

| | |
|--------------------------------------|--|
| Risk Profiling Theme | Failure to fulfil statutory regulations or compliance requirements |
| Risk Category | People |
| Risk Description | Non-compliance results in litigation, criminal charges or significant damages or penalties to Shire / Officers |
| Consequence Rating | Moderate (3) |
| Likelihood Rating | Unlikely (2) |
| Risk Matrix Rating | Moderate (6) |
| Key Controls (in place) | Governance Management Framework. |
| Action (Treatment) | Documented review processes. |
| Risk Rating (after treatment) | Adequate |

Financial Implications

Funds have been included in the 2023/24 Budget to cover any costs associated with the policies. Similarly, funds will need to be allocated in future budgets.

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation/Resolution – 12.1

Moved: Cr Ward

Seconded: Cr McMorran

862

That, by simple majority, Council adopt the following Policies as presented in Attachment 12.1A:

- 8.1 Roles of Brigade Officers,
- 8.2 Brigade Meetings,
- 8.3 Firefighter Induction,
- 8.4 Personal Protective Equipment,
- 8.5 Use of Brigade Sheds,
- 8.6 Vehicle Use for Operational Activities,
- 8.7 Shire Owned Equipment at Bushfires, and
- 8.8 Police Statements

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

12.2 Policy Review – Councillor IT Devices

Governance & Compliance



| | |
|--------------------------------|---|
| Date: | 17 August 2023 |
| Location: | Not Applicable |
| Responsible Officer: | Brian Jones, Acting Chief Executive Officer |
| Author: | Brian Jones, Acting Chief Executive Officer |
| Legislation: | <i>Local Government Act 1995</i> |
| SharePoint Reference: | Organisation/Governance/Council Policies |
| Disclosure of Interest: | Nil |
| Attachments: | Attachment 12.2A |

Purpose of Report



Executive Decision



Legislative Requirement

Summary

To consider amendments to Council Policy 1.10 Councillor IT Devices.

Background

Council Policy 1.10 Councillor IT Devices has been amended to reflect the change from iPads to Laptops. Council reviewed the proposed changes at the August Workshop and the Policy, as amended is now presented to Council for consideration.

Comment

Council policies are regularly reviewed for relevance and accuracy with any required amendments being presented to Council for endorsement. With the acquisition of 8 laptops for Councillor use, the current Policy required amending to reflect these changes. This policy is included as an attachment.

The amendments are written in red and green text, Black text indicates the wording currently contained in the policy. Further comment on the amendments is detailed below:

Consultation

Brian Jones, Acting Chief Executive Officer

Policy Implications

The current Policy Manual will be updated accordingly, should Council resolve to adopt the proposed amendments.

Statutory Implications

Section 2.7 of the *Local Government Act 1995* stipulates that the role of Council is to determine policies.

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

Objective: We are recognised as a transparent, well governed, and effectively managed Local Government .

Outcome: 5.3

Reference: 5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

The implications to Council on amending the policy is considered low risk.

| | |
|--------------------------------------|--|
| Risk Profiling Theme | Failure to fulfil statutory regulations or compliance requirements |
| Risk Category | People |
| Risk Description | Non-compliance results in litigation, criminal charges or significant damages or penalties to Shire / Officers |
| Consequence Rating | Moderate (3) |
| Likelihood Rating | Unlikely (2) |
| Risk Matrix Rating | Moderate (6) |
| Key Controls (in place) | Governance Management Framework |
| Action (Treatment) | Documented review processes |
| Risk Rating (after treatment) | Adequate |

Financial Implications

Funds have been included in the 2023/24 Budget to cover any costs associated with the policies. Similarly, funds will need to be allocated in future budgets.

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation/Resolution 12.2

Moved: Cr Metcalf

Seconded: Cr Hagboom

863 That, by simple majority, Council adopt the amended Policy 1.10 Councillor IT Devices, as presented in Attachment 12.2A, with the following amendment:

Point 5. Decision is solely by CEO.

Point 8. Remove

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

12.3 Development Application - Lot 25585 Minnivale Northeast Road, MINNIVALE

Governance & Compliance



| | |
|--------------------------------|---|
| Date: | 31 August 2023 |
| Location: | Lot 25585 Minnivale Northeast Road, MINNIVALE |
| Responsible Officer: | Brian Jones, Acting Chief Executive Officer |
| Author: | Laura Pikoss, HBP Services WA |
| Legislation: | <i>Planning & Development Act 2005</i> |
| SharePoint Reference: | N/A |
| Disclosure of Interest: | Nil |
| Attachments: | Nil |

Purpose of Report

☐

Executive Decision

☒

Legislative Requirement

Summary

Council has received a planning application requesting approval to construct a machinery shed in support of extensive agricultural operations. The proposed shed dimensions are 48m (length) x 24m (width) x 6.6m (height), which complies with the allowable land use outlined in the Land Planning Shire of Dowerin Scheme No 2.

Background

At present, the subject site comprises a dwelling along with multiple farm sheds that facilitate the ongoing agricultural activities taking place on the property. These structures play a crucial role in supporting and facilitating the various agricultural operations conducted on the site.

Description of Proposal

The council has recently received a planning application that seeks approval to establish a machinery shed in conjunction with extensive agricultural operations. The proposed shed is intended to serve as a functional storage facility for various farm machinery and equipment related to the agricultural activities taking place on the premises.

With dimensions measuring 48 metres in length, 24 metres in width, and 6.6 metres in height, out buildings in association with Agriculture extensive activities are permissible in accordance with the Shire of Dowerin Scheme No 2. The machinery shed will contribute to the efficient functioning of the agricultural operations by providing a dedicated space for storing and maintaining essential equipment on site.

The planning application has been thoroughly assessed and considered various factors, including the shed's location, impact on the surrounding environment, and compliance with relevant regulations. A decision will be made based on these considerations to ensure that the proposed construction aligns with the community's interests while supporting the sustainable growth of agriculture in the area.

The development is located Lot 25585 Minnivale Northeast Road, MINNIVALE and is currently zoned 'Rural' under the Local Planning Scheme 'Shire of Dowerin Scheme No 2'. The Rural Zone objectives are as follows:

- To provide for a range of rural pursuits that are compatible with the capability of the land and retain the rural character and amenity of the locality.
- To protect land from urban uses that may jeopardize the future use of that land for other planned purposes that are compatible with the zoning.
- To protect the land from closer development that would detract from the rural character and amenity of the area.
- To prevent any development that may affect the viability of a holding.
- To encourage small scale, low impact tourist accommodation in rural locations.
- To encourage a diversification of rural activities that will reduce the dependency of the rural sector on traditional crops.

Considering the proposed development's remote location, it is evident that there is no significant impact on the natural landscape or rural ambiance. This compliance with the zoning objectives signifies that the development aligns with the intended goals and regulations set forth for the area.



Figure 1: Subject Site

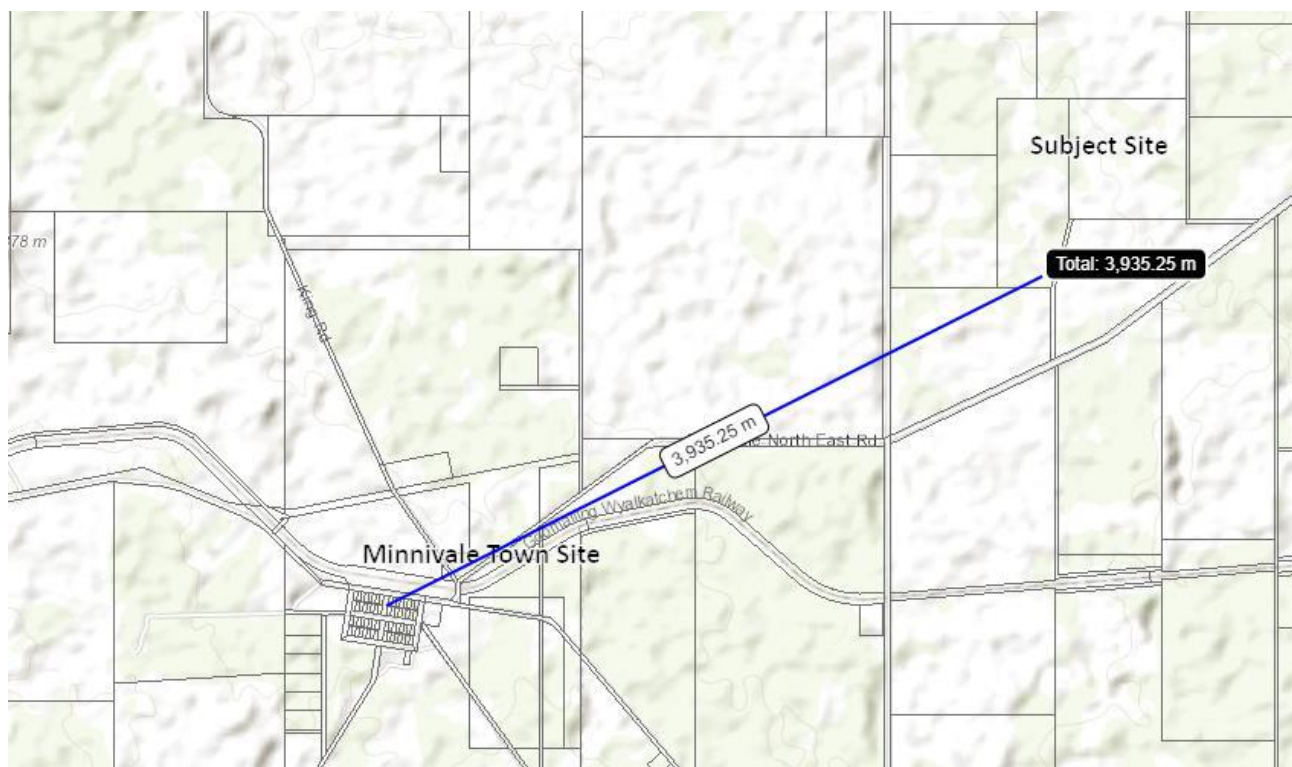


Figure 2: Site location

Site and Location



Figure 3: Site Plan

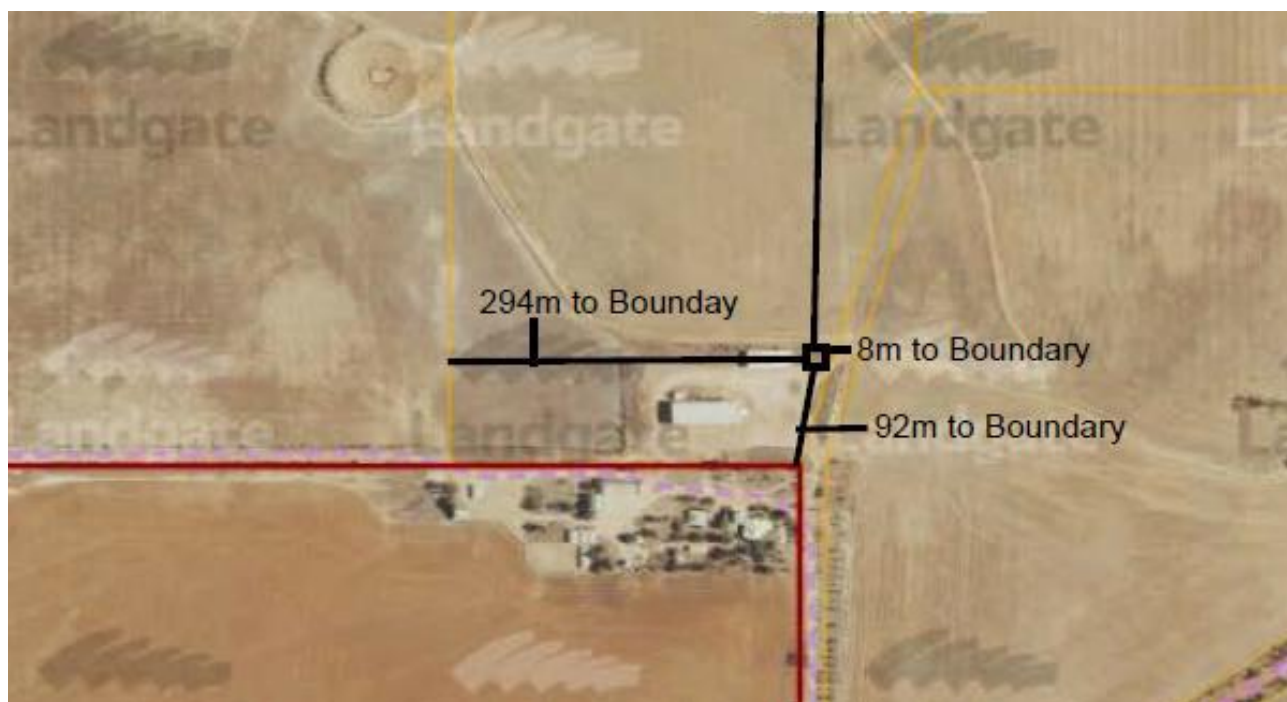
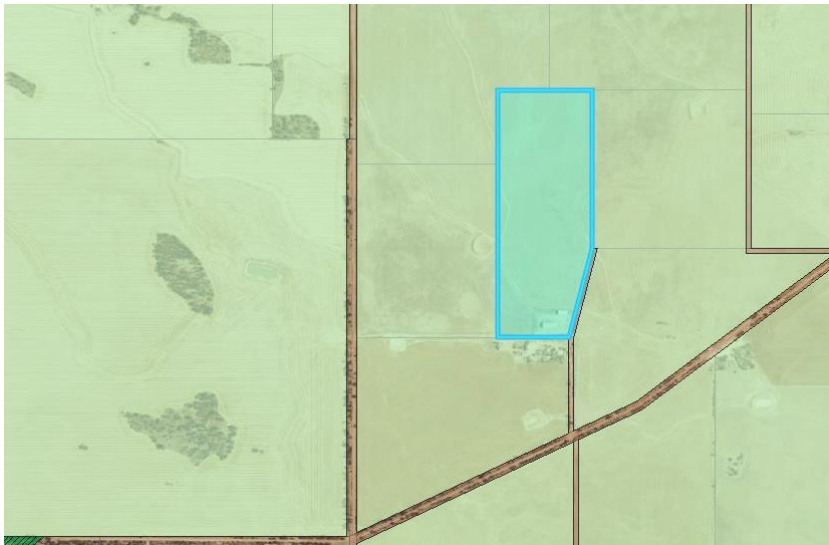


Figure 4: Setbacks

| |
|------------------------|
| Consultation |
| Nil |
| Policy Implications |
| Nil |
| Statutory Implications |

As to the planning framework a 'an outbuilding for agriculture — extensive' is assessed and determined under the provisions of the Shire of Dowerin Local Planning Scheme No.2. Accordingly, the following table provides a summary of legal and other requirements in relation to this proposal:

| Shire of Dowerin Local Planning Scheme (LPS) No.2 (Statutory instrument) | |
|---|--|
| Current Zoning | <p><i>'Rural' – See extract of Zoning Map below – green colour.</i></p>  <p><i>Figure 5 Extract of zoning map</i></p> |
| Permissibility (Table 1 – Zoning Table) | <p><i>Table 1 – Zoning Table of LPS 2 qualifies an outbuilding for agriculture – extensive means premises used for the raising of stock or crops including outbuildings and earthworks but does not include agriculture – intensive or animal husbandry – intensive; as 'P' use. This means that the use is permitted by the Scheme providing the use complies with the relevant development standards and the requirements of the Scheme.</i></p> |
| Definitions | <p><i>The draft LPS 2 defines:</i></p> <p><i>a) agriculture – extensive means premises used for the raising of stock or crops including outbuildings and earthworks, but does not include agriculture – intensive or animal husbandry – intensive;</i></p> |
| Objectives | <p><i>The Council's LPS 2 nominates the objectives of the Rural I Zone to:</i></p> <ul style="list-style-type: none"> <i>• To provide for a range of rural pursuits that are compatible with the capability of the land and retain the rural character and amenity of the locality.</i> <i>• To protect land from urban uses that may jeopardise the future use of that land for other planned purposes that are compatible with the zoning.</i> <i>• To protect the land from closer development that would detract from the rural character and amenity of the area.</i> <i>• To prevent any development that may affect the viability of a holding.</i> <i>• To encourage small scale, low impact tourist accommodation in rural locations.</i> <i>• To encourage a diversification of rural activities that will reduce the dependency of the rural sector on traditional crops.</i> |
| Development Standards | <p><i>LPS 2 stipulates the following standards for development in the Rural Zone:</i></p> <ul style="list-style-type: none"> <i>• Table 2 details the minimum setback distance for all</i> |

| | |
|---|---|
| | <i>boundaries is set at 'nil' and landscaping at 'nil'</i> |
| Planning and Development (Local Planning Scheme) Regulations 2015 <i>(Statutory instrument)</i> | |
| Schedule 2; Part 9; Clause 68(2) | <i>This clause empowers Council to determine Development Applications under the planning legislation having regard to the zoning and other Scheme provisions pertinent to the application under consideration.</i> |
| Schedule 2; Part 9; Clause 76 (1) and (2) | <i>This part of the Planning Regulations affords the applicant the right to apply to the State Administration Tribunal (SAT) for a review of the Council's decision in relation to the decision on the proposed use and or development of the land.</i> |
| State Planning Policy 3.7 – Planning in Bushfire Prone Areas <i>(Statutory instrument – tied to Planning Regulations)</i> | |
| Generally | <i>State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7) directs how land use should address bushfire risk management across WA. It applies to all land which has been designated as bushfire prone by the Fire and Emergency Services (FES) Commissioner as highlighted on the Map of Bush Fire Prone Areas. SPP 3.7 is a guide to implementing effective risk-based land use planning to preserve life and reduce the impact of bushfire on property and infrastructure.</i> |
| 6.2 Strategic planning proposals, subdivision and development applications | <p><i>Section 6.2 of SPP 3.7 a) states:</i></p> <ul style="list-style-type: none"> <i>a) Strategic planning proposals, subdivision and <u>development applications</u> within designated bushfire prone areas relating to land that has or will have a Bushfire Hazard Level (BHL) above low and/or where a Bushfire Attack Level (BAL) rating above BAL-LOW apply, are to comply with policy measures.</i> <i>b) Any strategic planning proposal, subdivision or <u>development application</u> in an area to which policy measure 6.2 a) applies, that has or will, on completion, have a moderate BHL and/or where BAL-12.5 to BAL-29 applies, may be considered for approval where it can be undertaken in accordance with policy measures 6.3, 6.4 or 6.5.</i> <i>c) This policy also applies where an area is not yet designated as a bushfire prone area but is proposed to be developed in a way that introduces a bushfire hazard, as outlined in the Guidelines.</i> |

| Planning Bulletin 111/2016 - Planning in Bushfire Prone Areas (Guidance document – tied to SPP 3.7) | |
|---|--|
| 5. Exemptions | <p><i>Planning Bulletin 111/2016 states exemptions from the requirements of SPP</i></p> <p><i>3.7 includes renovations, alterations, extensions, improvements, or repair of a building, and incidental uses (including outbuildings, verandas, unenclosed swimming pools, carports, patios, and storage sheds for example). SPP 3.7 does not specify these exemptions, however where the proposal is exempt under the deemed provisions or local planning scheme and does not:</i></p> <ul style="list-style-type: none"> <i>• result in the intensification of development (or land use);</i> <i>• result in an increase of residents or employees;</i> <i>• involve the occupation of employees on site for any considerable amount of time; or</i> <i>• result in an increase to the bushfire threat; the proposal may also be exempt from the provisions of SPP 3.7.</i> |

Strategic Implications

Strategic Community Plan

Community Priority: Our Economy

Objective: We are recognised as a transparent, well governed, and effectively managed Local Government

Outcome: 5.4

Reference: 5.4.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

The risk assessment in relation to this development is low it poses no significant environmental implications to the site or neighbouring properties. The development is minor.

| Consequence | Insignificant | Minor | Moderate | Major | Extreme |
|----------------|---------------|--------|----------|--------|---------|
| Likelihood | | | | | |
| Almost Certain | Medium | High | High | Severe | Severe |
| Likely | Low | Medium | High | High | Severe |
| Possible | Low | Medium | Medium | High | High |
| Unlikely | Low | Low | Medium | Medium | High |
| Rare | Low | Low | Low | Low | Medium |

| Risk Rating | Action |
|-------------|---|
| LOW | Monitor for continuous improvement. |
| MEDIUM | Comply with risk reduction measures to keep risk as low as reasonably practical. |
| HIGH | Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable. |
| SEVERE | Unacceptable. Risk reduction measures must be implemented before proceeding. |

Financial Implications

There are no budgetary considerations and implications applicable to this proposal.

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation/Resolution 12.3

Moved: Cr Hagboom

Seconded: Cr Ward

864

That Council grant Planning Approval for the placement of a Machinery Shed at Lot 25585 Minnivale Northeast Road, MINNIVALE, as per the application received, subject to the below conditions:

CONDITIONS:

- 1) All stormwater to be contained on-site.
- 2) There must be a minimum of 8m setback of the shed from all boundaries.

ADVICE NOTES:

The following advice notes are offered in addition to the notes provided in Form 4 of Clause 86 of the Deemed Provisions on the approval granted in condition(s) above:

- a) This approval does not confer approval under other relevant legislation, including but not limited to, the Building Act 2011 and Health Act 2016. It is the responsibility of the Applicant to determine any necessary approvals required and obtain such approvals prior to the commencement of development and use. However, to assist in understanding the necessary requirements and approvals, further information can be obtained by contacting the Shire of Dowerin.
- b) Nothing in the approval shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- c) The applicant is advised a Building Permit is required prior to commencement of any building works. In this regard the applicant is advised that conditions relating to BAL assessment may result in conditions being imposed at the building permit stage to mitigate the risk for burning embers as part of a preventative approach to bushfire attack.
- d) The applicant is advised of a right of appeal to the State Administrative Tribunal (SAT) subject to Part 14 of the Planning and Development Act, 2005. Appeals must be lodged to SAT within 28 days. Further information can be obtained from the SAT website - www.sat.justice.wa.gov.au. Attachment 12.2A.

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

12.4 Development Application – 1400 (Lot 12275) Dowerin-Koorda Road, MANMANNING

Governance & Compliance



| | |
|--------------------------------|--|
| Date: | 6 September 2023 |
| Location: | 1400 (Lot 12275) Dowerin-Koorda Road, MANMANNING |
| Responsible Officer: | Brian Jones, Chief Executive Officer |
| Author: | Laura Pikoss, HBP Servies WA |
| Legislation: | <i>Planning & Development Act 2005</i> |
| SharePoint Reference: | N/A |
| Disclosure of Interest: | Nil |
| Attachments: | Nil |

Purpose of Report



Executive Decision



Legislative Requirement

Summary

CRISP Wireless plans to expand its fixed wireless network across the Wheatbelt region by constructing a 30-metre communications tower in Manmanning. The project aims to improve telecommunications connectivity for local residents. An agreement with the landowner has been reached, and the development application is in accordance with relevant regulations under the Shire of Dowerin Town Planning Scheme 2. The council will carefully assess the proposal's impact on the environment and its compliance with regulations to make a decision that aligns with community interests and supports sustainable agricultural growth in the area.

Given the remote location of the proposed development, it is anticipated that there will be minimal visual impact on the surrounding area. Therefore, the officer's recommendation is to approve the development. This decision takes into consideration the unique circumstances of the location and the potential benefits it offers without significant visual disruption.

Description of Proposal

CRISP Wireless is planning to expand their fixed wireless network throughout the Wheatbelt region. As part of this initiative, they intend to construct a 30-metre communications tower on Lot 12275, situated along Dowerin-Koorda Road in Manmanning. This tower is a crucial component of the broader network deployment across the region, aimed at enhancing telecommunications connectivity for Wheatbelt residents.

They have already reached an agreement with the landowner for the installation of this telecommunications infrastructure on the specified land. This infrastructure will include the 30-metre tower and a container designed to house communication equipment, topped with solar panels for power supply. The development application adheres to the provisions of the Planning and Development Act 2005 and is subject to assessment under the Shire of Dowerin Town Planning Scheme 2. Notably, the subject land falls within the Rural Zone.

The council will conduct a thorough evaluation of the planning application, taking into account several factors. These factors include the tower's location, its potential impact on the surrounding environment, and its compliance with relevant regulations. The council's decision will be guided by these considerations, ensuring that the proposed construction aligns with the community's interests and supports the sustainable growth of agriculture in the area.

The development is located **1400 (Lot 12275) Dowerin-Koorda Road, Manmanning** and is currently zoned 'Rural' under the Local Planning Scheme 'Shire of Dowerin Scheme No 2'. The Rural Zone objectives are as follows:

- To provide for a range of rural pursuits that are compatible with the capability of the land and retain the rural character and amenity of the locality.
- To protect land from urban uses that may jeopardize the future use of that land for other planned purposes that are compatible with the zoning.
- To protect the land from closer development that would detract from the rural character and amenity of the area.
- To prevent any development that may affect the viability of a holding.
- To encourage small scale, low impact tourist accommodation in rural locations.
- To encourage a diversification of rural activities that will reduce the dependency of the rural sector on traditional crops.

Considering the proposed development's remote location, it is evident that there is no significant impact on the natural landscape or rural ambiance. This compliance with the zoning objectives signifies that the development aligns with the intended goals and regulations set forth for the area



Figure 1: Subject Site

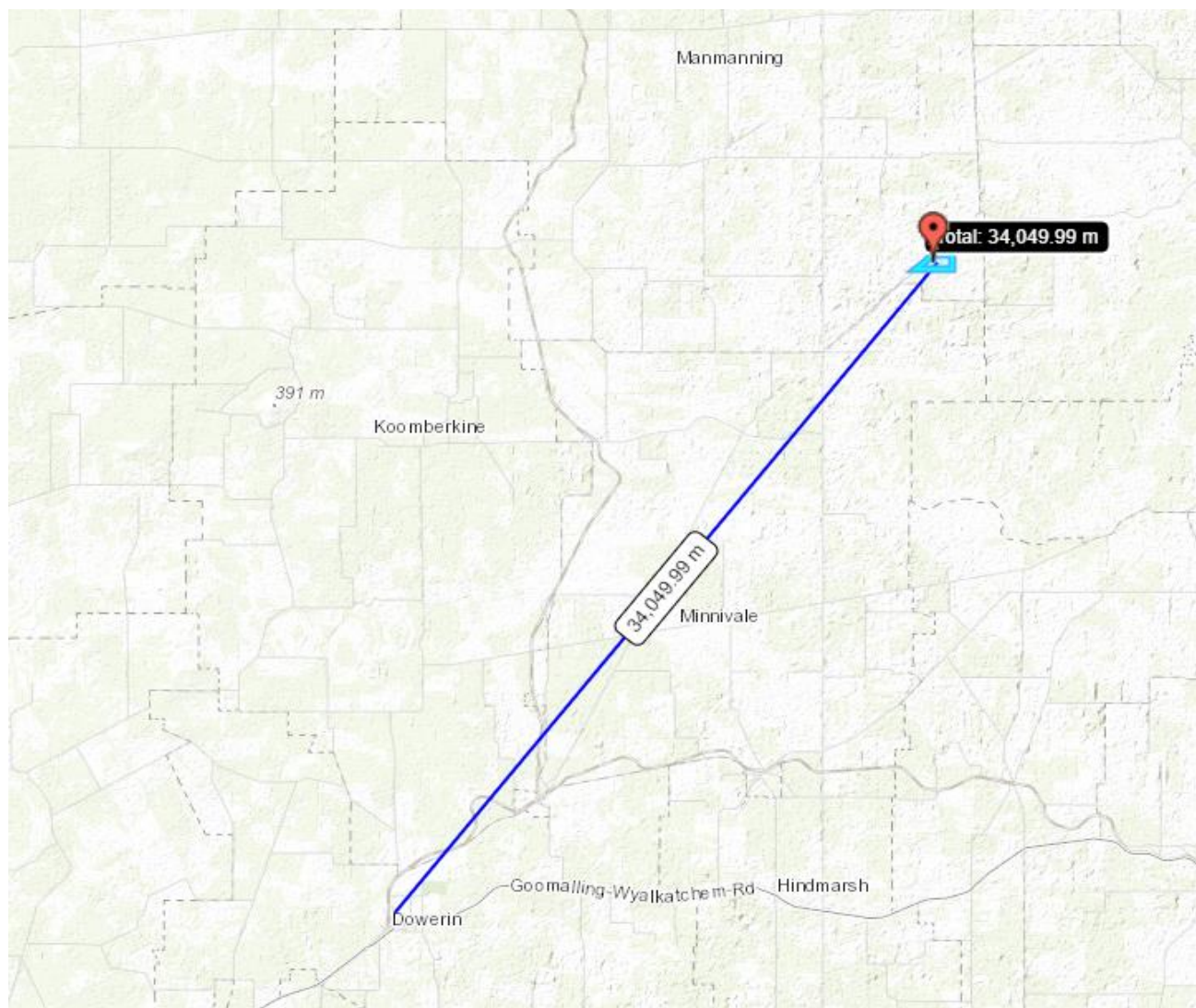


Figure 2: Site Location

The site is situated approximately 34 kilometres to the North-Northeast of Dowerin's town centre.

Site and Location

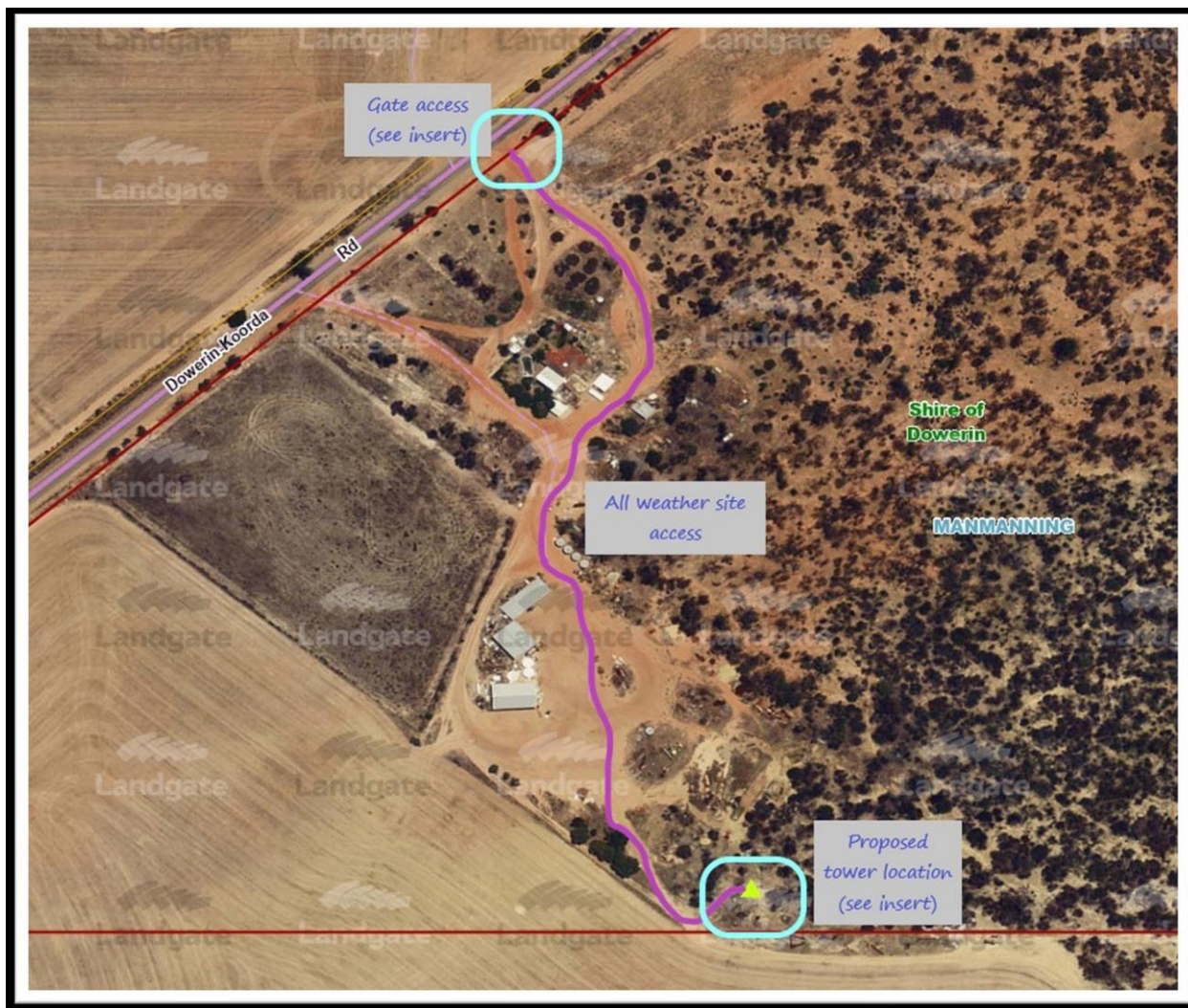


Figure 3: Site Plan

Consultation

Nil

Policy Implications


Relevant Plans and Policy:

The intent of State Planning Policy 5.2 – “Telecommunications Infrastructure is to “balance the need for effective telecommunications services and effective roll-out of networks, with the community interest in protecting the visual character of local areas”.

Statutory Implications

The subject land is in the Rural Zone and the Zoning Table in the Planning Scheme designates Telecommunications Infrastructure as ‘D’, a discretionary use requiring local government approval.

Section 64 of Schedule 2 Deemed provisions for local planning schemes of the Planning and Development (Local Planning Schemes) Regulation 2015, requires advertising of complex applications for development approval. We note that the proposed telecommunications facility is not a complex application and therefore may not require advertising. Given the remote location, there is relatively low impact to adjoining properties.

| Shire of Dowerin Local Planning Scheme (LPS) No.2 (Statutory instrument) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|------------|---|---|---|---|---|--|--|-----------------|---|---|---|---|---|---|---|-----------------|---|---|---|---|---|---|---|-----------------------------------|---|---|---|---|---|---|---|-------------------|---|---|---|---|---|---|---|
| Current Zoning | <p><i>'Rural' – See extract of Zoning Map below – green colour.</i></p> <div></div> <p><i>Figure 5: Extract of Zoning Map</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Permissibility (Table 1 – Zoning Table) | <p><i>Table 1 – Zoning Table of LPS 2 qualifies the subject land is located in the Rural Zone and the Zoning Table in the Planning Scheme designates Telecommunications Infrastructure as 'D', a discretionary use requiring local government approval.</i></p> <table><tr><th colspan="8">OTHER USES</th></tr><tr><td>Funeral Parlour</td><td>X</td><td>A</td><td>X</td><td>P</td><td>A</td><td>X</td><td>X</td></tr><tr><td>Service Utility</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td><td>D</td></tr><tr><td>Telecommunications Infrastructure</td><td>A</td><td>D</td><td>P</td><td>P</td><td>D</td><td>A</td><td>D</td></tr><tr><td>Veterinary Centre</td><td>X</td><td>A</td><td>D</td><td>P</td><td>A</td><td>D</td><td>A</td></tr></table> | OTHER USES | | | | | | | | Funeral Parlour | X | A | X | P | A | X | X | Service Utility | D | D | D | D | D | D | D | Telecommunications Infrastructure | A | D | P | P | D | A | D | Veterinary Centre | X | A | D | P | A | D | A |
| OTHER USES | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Funeral Parlour | X | A | X | P | A | X | X | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Service Utility | D | D | D | D | D | D | D | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Telecommunications Infrastructure | A | D | P | P | D | A | D | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Veterinary Centre | X | A | D | P | A | D | A | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Definitions | <p><i>Planning and Development (Local Planning Schemes) Regulations 2015:</i></p> <p><i>a) telecommunications infrastructure means premises used to accommodate the infrastructure used by or in connection with a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit, or other structure related to the network;</i></p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Objectives | <p><i>The Council's LPS 2 nominates the objectives of the Rural I Zone to:</i></p> <ul style="list-style-type: none"><i>To provide for a range of rural pursuits that are compatible with the capability of the land and retain the rural character and amenity of the locality.</i><i>To protect land from urban uses that may jeopardise the future use of that land for other planned purposes that are compatible with the zoning.</i><i>To protect the land from closer development that would detract from the rural character and amenity of the area.</i><i>To prevent any development that may affect the viability of a holding.</i><i>To encourage small scale, low impact tourist accommodation in rural locations.</i><i>To encourage a diversification of rural activities that will reduce the dependency of the rural sector on traditional crops.</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | |
|---|--|
| Development Standards | <p><i>LPS 2 stipulates the following standards for development in the Rural Zone:</i></p> <ul style="list-style-type: none"> <i>Not listed.</i> |
| <p align="center">Planning and Development (Local Planning Scheme) Regulations 2015 (Statutory instrument)</p> | |
| Schedule 2; Part 9; Clause 68(2) | <i>This clause empowers Council to determine Development Applications under the planning legislation having regard to the zoning and other Scheme provisions pertinent to the application under consideration.</i> |
| Schedule 2; Part 9; Clause 76 (1) and (2) | <i>This part of the Planning Regulations affords the applicant the right to apply to the State Administration Tribunal (SAT) for a review of the Council's decision in relation to the decision on the proposed use and or development of the land.</i> |
| <p align="center">State Planning Policy 3.7 – Planning in Bushfire Prone Areas (Statutory instrument – tied to Planning Regulations)</p> | |
| Generally | <i>State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7) directs how land use should address bushfire risk management across WA. It applies to all land which has been designated as bushfire prone by the Fire and Emergency Services (FES) Commissioner as highlighted on the Map of Bush Fire Prone Areas. SPP 3.7 is a guide to implementing effective risk-based land use planning to preserve life and reduce the impact of bushfire on property and infrastructure.</i> |
| 6.2 Strategic planning proposals, subdivision, and development applications | <p><i>Section 6.2 of SPP 3.7 a) states:</i></p> <ul style="list-style-type: none"> <i>a) Strategic planning proposals, subdivision and <u>development applications</u> within designated bushfire prone areas relating to land that has or will have a Bushfire Hazard Level (BHL) above low and/or where a Bushfire Attack Level (BAL) rating above BAL-LOW apply, are to comply with policy measures.</i> <i>b) Any strategic planning proposal, subdivision, or <u>development application</u> in an area to which policy measure 6.2 a) applies, that has or will, on completion, have a moderate BHL and/or where BAL-12.5 to BAL-29 applies, may be considered for approval where it can be undertaken in accordance with policy measures 6.3, 6.4 or 6.5.</i> <i>c) This policy also applies where an area is not yet designated as a bushfire prone area but is proposed to be developed in a way that introduces a bushfire hazard, as outlined in the Guidelines.</i> |
| <p align="center">Planning Bulletin 111/2016 – Planning in Bushfire Prone Areas (Guidance document – tied to SPP 3.7)</p> | |
| 5. Exemptions | <p><i>Planning Bulletin 111/2016 states exemptions from the requirements of SPP 3.7 includes renovations, alterations, extensions, improvements, or repair of a building, and incidental uses (including outbuildings, verandas, unenclosed swimming pools, carports, patios, and storage sheds for example). SPP 3.7 does not specify these exemptions, however where the proposal is exempt under the deemed provisions or local planning scheme and does not:</i></p> <ul style="list-style-type: none"> <i>result in the intensification of development (or land use);</i> <i>result in an increase of residents or employees;</i> <i>involve the occupation of employees on site for any considerable amount of time; or</i> |

- *result in an increase to the bushfire threat; the proposal may also be exempt from the provisions of SPP 3.7.*

Strategic Implications

Strategic Community Plan

Community Priority: Our Economy

Objective: Diverse and appropriate housing Reliable Telecommunications Community infrastructure

Outcome: 3

Reference: 3.4

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

The risk assessment in relation to this development is low it poses no significant environmental implications to the site or neighbouring properties. The development is minor.

| Consequence | Insignificant | Minor | Moderate | Major | Extreme |
|----------------|---------------|--------|----------|--------|---------|
| Likelihood | | | | | |
| Almost Certain | Medium | High | High | Severe | Severe |
| Likely | Low | Medium | High | High | Severe |
| Possible | Low | Medium | Medium | High | High |
| Unlikely | Low | Low | Medium | Medium | High |
| Rare | Low | Low | Low | Low | Medium |

| Risk Rating | Action |
|-------------|---|
| LOW | Monitor for continuous improvement. |
| MEDIUM | Comply with risk reduction measures to keep risk as low as reasonably practical. |
| HIGH | Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable. |
| SEVERE | Unacceptable. Risk reduction measures must be implemented before proceeding. |

Financial Implications

There are no budgetary considerations and implications applicable to this proposal.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution - 12.4

Moved: Cr McMorran

Seconded: Cr Metcalf

865

That Council grant Planning Approval for the placement of a telecommunications tower as per the application received, with the following conditions:

CONDITIONS

- 1) All stormwater to be contained on-site.
- 2) No vegetation to be cleared without permit in accordance with the Environmental Protection Act 1986.

ADVICE NOTES

The following advice notes are offered in addition to the notes provided in Form 4 of Clause 86 of the Deemed Provisions on the approval granted in condition(s) above:

- a) This approval does not confer approval under other relevant legislation, including but not limited to, the Building Act 2011 and Health Act 2016. It is the responsibility of the Applicant to determine any necessary approvals required and obtain such approvals prior to the commencement of development and use. However, to assist in understanding the necessary requirements and approvals, further information can be obtained by contacting the Shire of Dowerin.
- b) Nothing in the approval shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- c) The applicant is advised a Building Permit is required prior to commencement of any building works. In this regard the applicant is advised that conditions relating to BAL assessment may result in conditions being imposed at the building permit stage to mitigate the risk for burning embers as part of a preventative approach to bushfire attack.
- d) The applicant is advised of a right of appeal to the State Administrative Tribunal (SAT) subject to Part 14 of the Planning and Development Act, 2005. Appeals must be lodged to SAT within 28 days. Further information can be obtained from the SAT website - www.sat.justice.wa.gov.au.

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

12.5 Development Application – Lot 11 on DP044355 (Clinic Road), KOOMBERKINE

Governance & Compliance



| | |
|-------------------------|---|
| Date: | 7 September 2023 |
| Location: | Lot 11 on DP044355 (accessed off Clinic Road), KOOMBERKINE 6461 |
| Responsible Officer: | Brian Jones, Chief Executive Officer |
| Author: | Laura Pikoss, HBP Servies WA |
| Legislation: | <i>Planning & Development Act 2005</i> |
| SharePoint Reference: | N/A |
| Disclosure of Interest: | Nil |
| Attachments: | Nil |

Purpose of Report



Executive Decision



Legislative Requirement

Summary

CRISP Wireless plans to expand its fixed wireless network across the Wheatbelt region by constructing a 30-metre communications tower at Lot 11 on DP044355 (accessed off Clinic Road), Koomberkine 6461. The project aims to improve telecommunications connectivity for local residents. An agreement with the landowner has been reached, and the development application is in accordance with relevant regulations under the Shire of Dowerin Town Planning Scheme 2. Council will carefully assess the proposal's impact on the environment and its compliance with regulations to make a decision that aligns with community interests and supports sustainable agricultural growth in the area.

Given the remote location of the proposed development, it is anticipated that there will be minimal visual impact on the surrounding area. Therefore, the officer's recommendation is to approve the development. This decision takes into consideration the unique circumstances of the location and the potential benefits it offers without significant visual disruption.

Description of Proposal

CRISP Wireless is planning to expand their fixed wireless network throughout the Wheatbelt region. As part of this initiative, they intend to construct a 30-meter communications tower on **Lot 11 on DP044355 (accessed off Clinic Road), Koomberkine 6461**. This tower is a crucial component of the broader network deployment across the region, aimed at enhancing telecommunications connectivity for Wheatbelt residents.

They have already reached an agreement with the landowner for the installation of this telecommunications infrastructure on the specified land. This infrastructure will include the 30-meter tower and a container designed to house communication equipment, topped with solar panels for power supply. The development application adheres to the provisions of the Planning and Development Act 2005 and is subject to assessment under the Shire of Dowerin Town Planning Scheme 2. Notably, the subject land falls within the Rural Zone.

The council will conduct a thorough evaluation of the planning application, taking into account several factors. These factors include the tower's location, its potential impact on the surrounding environment, and its compliance with relevant regulations. The council's decision will be guided by these considerations, ensuring that the proposed construction aligns with the community's interests and supports the sustainable growth of agriculture in the area.

The development is located **Lot 11 on DP044355 (accessed off Clinic Road), Koomberkine 6461** and is currently zoned 'Rural' under the Local Planning Scheme 'Shire of Dowerin Scheme No 2'. The Rural Zone objectives are as follows:

- To provide for a range of rural pursuits that are compatible with the capability of the land and retain the rural character and amenity of the locality.
- To protect land from urban uses that may jeopardize the future use of that land for other planned purposes that are compatible with the zoning.
- To protect the land from closer development that would detract from the rural character and amenity of the area.
- To prevent any development that may affect the viability of a holding.
- To encourage small scale, low impact tourist accommodation in rural locations.
- To encourage a diversification of rural activities that will reduce the dependency of the rural sector on traditional crops.

Considering the proposed development's remote location, it is evident that there is no significant impact on the natural landscape or rural ambiance. This compliance with the zoning objectives signifies that the development aligns with the intended goals and regulations set forth for the area.



Figure 1 Subject Site

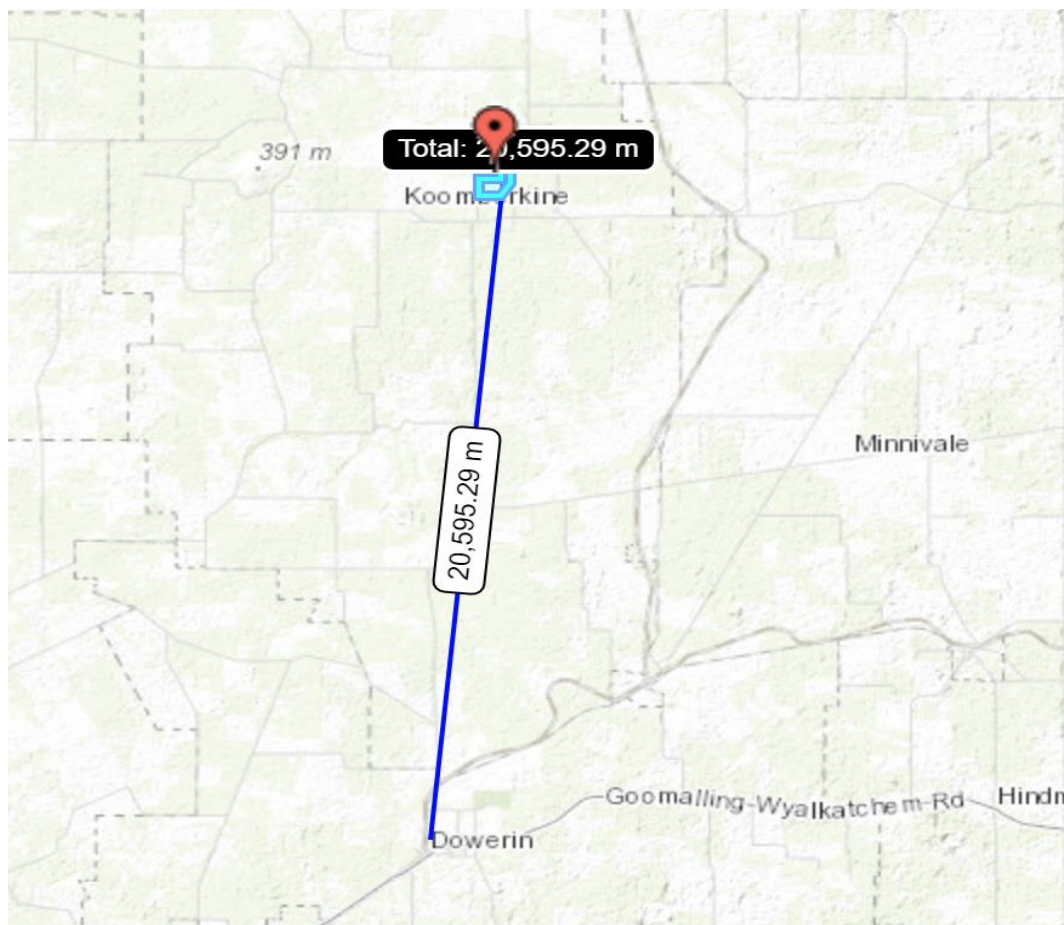


Figure 2: Site location

The site is situated approximately 20 kilometres North of Dowerin's town centre.

Site and Location

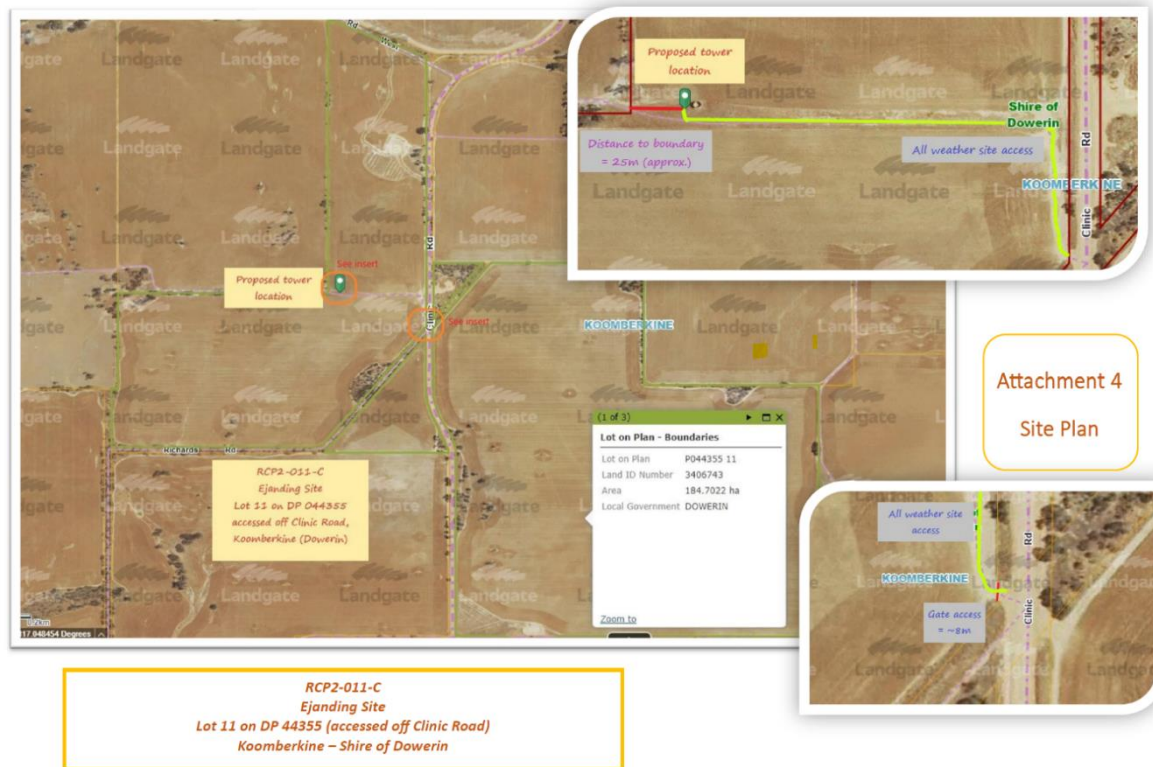


Figure 3: Site Plan

Consultation

There has not been any formal consultation on this development proposal.

Policy Implications

Relevant Plans and Policy:

The intent of State Planning Policy 5.2 – “Telecommunications Infrastructure is to “balance the need for effective telecommunications services and effective roll-out of networks, with the community interest in protecting the visual character of local areas”.

Statutory Implications

The subject land is in the Rural Zone and the Zoning Table in the Planning Scheme designates Telecommunications Infrastructure as ‘D’, a discretionary use requiring local government approval.

Section 64 of Schedule 2 Deemed provisions for local planning schemes of the Planning and Development (Local Planning Schemes) Regulation 2015 requires advertising of complex applications for development approval. We note that the proposed telecommunications facility is not a complex application and therefore may not require advertising. Given the remote location, there is relatively low impact to adjoining properties.

Shire of Dowerin Local Planning Scheme (LPS) No.2
(Statutory instrument)

Current Zoning

'Rural' – See extract of Zoning Map below – green colour.

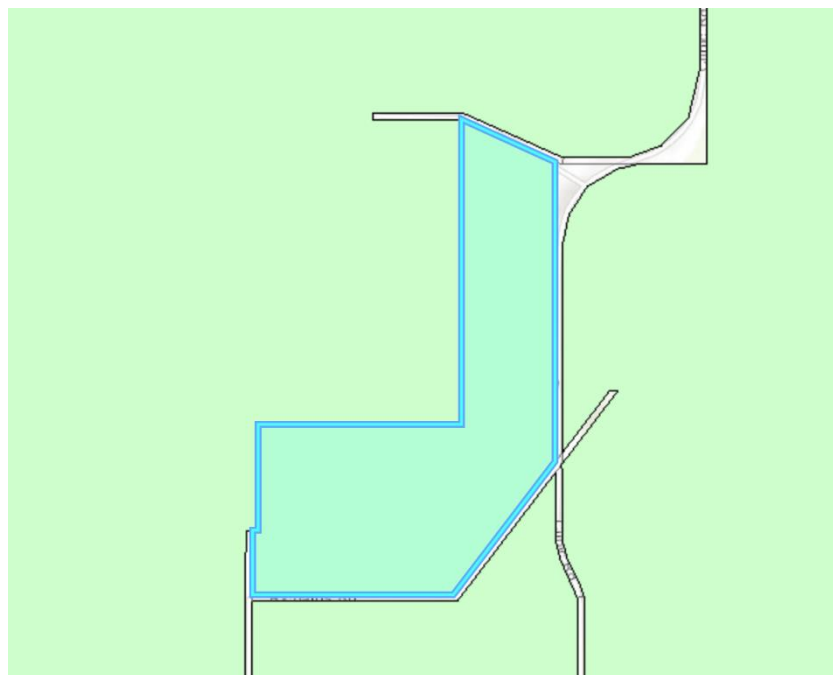


Figure 5 Extract of zoning map

Permissibility (Table 1 – Zoning Table)

Table 1 – Zoning Table of LPS 2 qualifies the subject land is located in the Rural Zone and the Zoning Table in the Planning Scheme designates

Telecommunications Infrastructure as 'D', a discretionary use requiring local government approval.

| OTHER USES | | | | | | | |
|-----------------------------------|---|---|---|---|---|---|---|
| Funeral Parlour | X | A | X | P | A | X | X |
| Service Utility | D | D | D | D | D | D | D |
| Telecommunications Infrastructure | A | D | P | P | D | A | D |
| Veterinary Centre | X | A | D | P | A | D | A |

Definitions

Planning and Development (Local Planning Schemes) Regulations 2015:

a) **telecommunications infrastructure** means premises used to accommodate the infrastructure used by or in connection with a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit, or other structure related to the network;

Objectives

The Council's LPS 2 nominates the objectives of the Rural I Zone to:

- To provide for a range of rural pursuits that are compatible with the capability of the land and retain the rural character and amenity of the locality.
- To protect land from urban uses that may jeopardise the future use of that land for other planned purposes that are compatible with the zoning.
- To protect the land from closer development that would detract from the rural character and amenity of the area.

| | |
|---|--|
| | <ul style="list-style-type: none"> To prevent any development that may affect the viability of a holding. To encourage small scale, low impact tourist accommodation in rural locations. To encourage a diversification of rural activities that will reduce the dependency of the rural sector on traditional crops. |
| Development Standards | <p>LPS 2 stipulates the following standards for development in the Rural Zone:</p> <ul style="list-style-type: none"> Not listed |
| Planning and Development (Local Planning Scheme) Regulations 2015 <i>(Statutory instrument)</i> | |
| Schedule 2; Part 9; Clause 68(2) | <p>This clause empowers Council to determine Development Applications under the planning legislation having regard to the zoning and other Scheme provisions pertinent to the application under consideration.</p> |
| Schedule 2; Part 9; Clause 76 (1) and (2) | <p>This part of the Planning Regulations affords the applicant the right to apply to the State Administration Tribunal (SAT) for a review of the Council's decision in relation to the decision on the proposed use and or development of the land.</p> |
| State Planning Policy 3.7 – Planning in Bushfire Prone Areas <i>(Statutory instrument – tied to Planning Regulations)</i> | |
| Generally | <p>State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7) directs how land use should address bushfire risk management across WA. It applies to all land which has been designated as bushfire prone by the Fire and Emergency Services (FES) Commissioner as highlighted on the Map of Bush Fire Prone Areas. SPP 3.7 is a guide to implementing effective risk-based land use planning to preserve life and reduce the impact of bushfire on property and infrastructure.</p> |
| 6.2 Strategic planning proposals, subdivision, and development applications | <p>Section 6.2 of SPP 3.7 a) states:</p> <ol style="list-style-type: none"> Strategic planning proposals, subdivision and <u>development applications</u> within designated bushfire prone areas relating to land that has or will have a Bushfire Hazard Level (BHL) above low and/or where a Bushfire Attack Level (BAL) rating above BAL-LOW apply, are to comply with policy measures. Any strategic planning proposal, subdivision, or development application in an area to which policy measure 6.2 a) applies, that has or will, on completion, have a moderate BHL and/or where BAL-12.5 to BAL-29 applies, may be considered for approval where it can be undertaken in accordance with policy measures 6.3, 6.4 or 6.5. This policy also applies where an area is not yet designated as a bushfire prone area but is proposed to be developed in a way that introduces a bushfire hazard, as outlined in the Guidelines. |
| Planning Bulletin 111/2016 - Planning in Bushfire Prone Areas <i>(Guidance document – tied to SPP 3.7)</i> | |
| 5. Exemptions | <p>Planning Bulletin 111/2016 states exemptions from the requirements of SPP 3.7 includes renovations, alterations, extensions, improvements, or repair of a building, and incidental uses (including outbuildings, verandas, unenclosed swimming pools, carports, patios, and storage sheds for example). SPP 3.7 does not specify these exemptions, however where the proposal is exempt under the deemed provisions or local planning scheme and does not:</p> <ul style="list-style-type: none"> result in the intensification of development (or land use); result in an increase of residents or employees; |

| | |
|--|--|
| | <ul style="list-style-type: none"> involve the occupation of employees on site for any considerable amount of time; or result in an increase to the bushfire threat; the proposal may also be exempt from the provisions of SPP 3.7. |
|--|--|

Strategic Implications

Strategic Community Plan

Community Priority: Our Economy

Objective: Diverse and appropriate housing Reliable Telecommunications Community infrastructure

Outcome: 3

Reference: 3.4

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

The risk assessment in relation to this development is low it poses no significant environmental implications to the site or neighbouring properties. The development is minor.

| Consequence | Insignificant | Minor | Moderate | Major | Extreme |
|----------------|---------------|--------|----------|--------|---------|
| Likelihood | | | | | |
| Almost Certain | Medium | High | High | Severe | Severe |
| Likely | Low | Medium | High | High | Severe |
| Possible | Low | Medium | Medium | High | High |
| Unlikely | Low | Low | Medium | Medium | High |
| Rare | Low | Low | Low | Low | Medium |

| Risk Rating | Action |
|-------------|---|
| LOW | Monitor for continuous improvement. |
| MEDIUM | Comply with risk reduction measures to keep risk as low as reasonably practical. |
| HIGH | Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable. |
| SEVERE | Unacceptable. Risk reduction measures must be implemented before proceeding. |

Financial Implications

There are no budgetary considerations and implications applicable to this proposal.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution - 12.5

Moved: Cr Ward

Seconded: Cr Metcalf

866

That Council grant Planning Approval for the placement of a telecommunications tower as per the application received, with the following conditions:

CONDITIONS:

- 1) All Stormwater to be contained on-site.
- 2) No vegetation to be cleared without permit in accordance with the Environmental Protection Act 1986.

ADVICE NOTES:

The following advice notes are offered in addition to the notes provided in Form 4 of Clause 86 of the Deemed Provisions on the approval granted in condition(s) above:

- a) This approval does not confer approval under other relevant legislation, including but not limited to, the Building Act 2011 and Health Act 2016. It is the responsibility of the Applicant to determine any necessary approvals required and obtain such approvals prior to the commencement of development and use. However, to assist in understanding the necessary requirements and approvals, further information can be obtained by contacting the Shire of Dowerin.
- b) Nothing in the approval shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- c) The applicant is advised a Building Permit is required prior to commencement of any building works. In this regard the applicant is advised that conditions relating to BAL assessment may result in conditions being imposed at the building permit stage to mitigate the risk for burning embers as part of a preventative approach to bushfire attack.
- d) The applicant is advised of a right of appeal to the State Administrative Tribunal (SAT) subject to Part 14 of the Planning and Development Act, 2005. Appeals must be lodged to SAT within 28 days. Further information can be obtained from the SAT website - www.sat.justice.wa.gov.au.

CARRIED 7/0

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr Hagboom, Cr McMorran, Cr Metcalf, Cr Sewell

12.6 Management Order – Reserve 13758

Governance & Compliance



| | |
|--------------------------------|---|
| Date: | 8 September 2023 |
| Location: | Not Applicable |
| Responsible Officer: | Brian Jones, Acting Chief Executive Officer |
| Author: | Brian Jones, Acting Chief Executive Officer |
| Legislation: | <i>Local Government Act 1995</i> |
| SharePoint Reference: | |
| Disclosure of Interest: | Nil |
| Attachments: | Attachment 12.6A |

Purpose of Report



Executive Decision



Legislative Requirement

Summary

To consider requesting a Management Order of Part Reserve 13758 for the purposes of revegetation works.

Background

The Shire has inadvertently encroached into Lot 29236 on Deposited Plan 219843, being one of 4 lots that make up Reserve 13758 when extracting gravel from the adjacent gravel pit located at Reserve 15533. Please see aerial photo at attachment 12.6A for reference.

The Shire is now required to repair any damage caused by the clearing and re-establish and maintain vegetation on the area affected by the clearing to a condition as near as possible to the condition of the vegetation before the clearing occurred, in accordance with the requirements of the Environmental Protection Act 1986.

The rehabilitation of the affected area includes the requirement to undertake revegetation so as to achieve a species composition, structure, density, and vegetation condition of native vegetation similar to pre-clearing species composition, structure, density, and vegetation condition by:

- deliberately planting and/or seeding native vegetation; and
- ensure only local species are used in the revegetation; and
- ensure that the local species used in revegetation include the species identified during the vegetation survey.

The Shire is also required to maintain the following records for a period of ten (10) years in relation to the revegetation of the affected area:

- The date or dates of revegetation activities undertaken
- Species planted or seeded
- The number of each species planted or the quantity of seed for each species sown
- A description of the revegetation activities undertaken
- The species composition, structure, density, and vegetation condition of native vegetation in the specified area.

The Shire has engaged the services of Natural Area Consultant Management Services to assist with the revegetation, monitoring and reporting.

In order for the Shire to have access to the reserve to enable the required revegetation it is recommended that Council apply for a Management Order for a period of 10 years for the purposes of conservation and rehabilitation or similar purpose as advised.

Consultation

Department of Planning, Lands and Heritage

Department of Water and Environment Regulation

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

Objective: We are recognised as a transparent, well governed, and effectively managed Local Government

Outcome: 5.4

Reference: 5.4.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

| | |
|--------------------------------------|--|
| Risk Profiling Theme | Failure to fulfil statutory regulations or compliance requirements |
| Risk Category | Property (Plant, Equipment, Buildings) |
| Risk Description | Substantiated, public embarrassment, widespread loss of community trust, high widespread multiple media profile, third party actions |
| Consequence Rating | Minor (2) |
| Likelihood Rating | Likely (4) |
| Risk Matrix Rating | High (10) |
| Key Controls (in place) | |
| Action (Treatment) | |
| Risk Rating (after treatment) | Choose an item. |

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 12.6

Moved: Cr Trepp

Seconded: Cr Metcalf

867

That Council apply for a Management Order for Lot 29236 on Deposited Plan 219843, being one of 4 lots that make up Reserve 13758, for a period of ten years, to enable revegetation works to be carried out.

CARRIED 6/1

For: Cr Trepp, Cr Ward, Cr Allsopp, Cr McMorran, Cr Metcalf, Cr Sewell

Against: Cr Hagboom

13. Urgent Business Approved by the Person Presiding or by Decision

Nil

14. Elected Members' Motions

Nil

15. Closure

The President thanked those in attendance and declared the meeting closed at 5.27pm.

SHIRE OF DOWERIN
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2023
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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These Statements are prepared with data available at the time of preparation.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

BY NATURE OR TYPE

| | Ref | Adopted Budget | Current Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. | Reason | Explanation of Variance |
|---|------|--------------------|--------------------|--------------------|--------------------|-----------------|--------------------|------|-----------|--|
| | Note | \$ | | \$ | \$ | \$ | % | | | |
| Revenue from operating activities | | | | | | | | | | |
| General Rates | 6 | 1,503,992 | 1,503,992 | 1,561,417 | 1,561,669 | 252 | 0.02% | | | Within Variance |
| Other rates | 6 | 57,425 | 57,425 | 0 | 0 | 0 | 0.00% | | | Within Variance |
| Grants, subsidies and contributions | 12 | 968,914 | 968,914 | 359,359 | 425,667 | 66,308 | 18.45% | 😊 | Permanent | Unbudgeted additional allocation of Financial Assistance Grants have been received. This increase in funding will be addressed with the budget review. |
| Fees and charges | | 830,409 | 830,409 | 412,309 | 399,769 | (12,540) | (3.04%) | | | Within Variance |
| Interest revenue | | 146,488 | 146,488 | 4,122 | 23,508 | 19,386 | 470.31% | 😊 | Permanent | Interest earnings are higher than YTD budget. |
| Other revenue | | 78,912 | 78,912 | 19,575 | 12,133 | (7,442) | (38.02%) | | | Within Variance |
| Profit on disposal of assets | | 35,122 | 35,122 | 0 | 0 | 0 | 0.00% | | | Within Variance |
| | | 3,621,262 | 3,621,262 | 2,356,782 | 2,422,746 | 65,964 | (2.80%) | | | |
| Expenditure from operating activities | | | | | | | | | | |
| Employee costs | | (1,966,082) | (1,966,082) | (483,726) | (506,670) | (22,944) | (4.74%) | | | Within Variance |
| Materials and contracts | | (1,875,967) | (1,875,967) | (542,808) | (586,992) | (44,184) | (8.14%) | | | Within Variance |
| Utility charges | | (179,196) | (179,196) | (44,784) | (33,073) | 11,711 | 26.15% | 😊 | Timing | Utility charges are lower than YTD budget. This is expected to be a timing issue with the receipt of accounts. |
| Depreciation | | (2,185,601) | (2,185,601) | (546,399) | (546,399) | 0 | 0.00% | | | Within Variance |
| Finance costs | | (30,120) | (30,120) | (7,524) | 0 | 7,524 | 100.00% | | | Within Variance |
| Insurance | | (185,189) | (185,189) | (46,224) | (65,151) | (18,927) | (40.95%) | 😞 | Permanent | Insurance premiums are higher than YTD budget. This will be addressed with the budget review. |
| Other expenditure | | (90,409) | (90,409) | (13,426) | (7,377) | 6,049 | 45.05% | | | Within Variance |
| Loss on disposal of assets | | 0 | 0 | 0 | 0 | 0 | 0.00% | | | |
| | | (6,512,564) | (6,512,564) | (1,684,891) | (1,745,662) | (60,771) | (3.61%) | | | |
| Less: Profit on asset disposals | | (35,122) | (35,122) | 0 | 0 | 0 | 0.00% | | | Within Variance |
| vement in liabilities associated with restricted cash | | 4,970 | 4,970 | 0 | 0 | 0 | 0.00% | | | Within Variance |
| Add: Depreciation on assets | | 2,185,601 | 2,185,601 | 546,399 | 546,399 | 0 | 0.00% | | | Within Variance |
| Amount attributable to operating activities | | (735,853) | (735,853) | 1,218,290 | 1,223,483 | 5,193 | (0.43%) | | | |

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

BY NATURE OR TYPE

| | Ref | Adopted Budget | Current Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. | Reason | Explanation of Variance |
|--|------|------------------|------------------|------------------|------------------|------------------|--------------------|------|--------|--|
| | Note | \$ | | \$ | \$ | \$ | % | | | |
| CONTINUED | | | | | | | | | | |
| Investing activities | | | | | | | | | | |
| Inflows and Outflows from investing activities | | | | | | | | | | |
| Capital grants, subsidies and contributions | 13 | 4,191,215 | 4,191,215 | 1,188,483 | 842,682 | (345,801) | (29.10%) | ☹️ | Timing | Road grants are lower than YTD budget. This is a timing issue with grant funding milestones. |
| Proceeds from disposal of assets | 7 | 56,000 | 56,000 | 0 | 29,091 | 29,091 | 0.00% | 😊 | Timing | Revenue has been received for the Trade of the Hino, staff will dispose of the item in the Asset register after the finalisation of the Annual Financial Report. |
| Payments for property, plant and equipment | 8 | (404,783) | (404,783) | (36,000) | (130,726) | (94,726) | (263.13%) | | | Within Variance |
| Payments for infrastructure | 8 | (4,631,329) | (4,631,329) | (160,826) | (309,085) | (148,259) | (92.19%) | ☹️ | Timing | Refer to Note 8 for Detail. |
| Amount attributable to investing activities | | (788,897) | (788,897) | 991,657 | 431,963 | (559,694) | 56.44% | | | |
| Financing Activities | | | | | | | | | | |
| Inflows from financing activities | | | | | | | | | | |
| Transfer from reserves | 10 | 218,510 | 218,510 | 0 | 0 | 0 | 0.00% | | | Within Variance |
| | | 218,510 | 218,510 | 0 | 0 | 0 | 0.00% | | | |
| Outflows from financing activities | | | | | | | | | | |
| Repayment of debentures | 9 | (106,134) | (106,134) | 0 | 0 | 0 | 0.00% | | | Within Variance |
| Transfer to reserves | 10 | (398,426) | (398,426) | 0 | 0 | 0 | 0.00% | | | Within Variance |
| | | (504,560) | (504,560) | 0 | 0 | 0 | | | | |
| Amount attributable to financing activities | | (286,050) | (286,050) | 0 | 0 | 0 | 0.00% | | | |
| MOVEMENT IN SURPLUS OR DEFICIT | | | | | | | | | | |
| Surplus or deficit at the start of the financial year | (c) | 1,810,800 | 1,810,800 | 1,810,800 | 1,911,657 | 100,857 | 5.57% | | | |
| Amount attributable to operating activities | | (735,853) | (735,853) | 1,218,290 | 1,223,483 | 5,193 | 0.43% | | | |
| Amount attributable to investing activities | | (788,897) | (788,897) | 991,657 | 431,963 | (559,694) | (56.44%) | | | |
| Amount attributable to financing activities | | (286,050) | (286,050) | 0 | 0 | 0 | 0.00% | | | |
| Surplus or deficit at the end of the financial year | (c) | 0 | 0 | 4,020,747 | 3,567,103 | (453,644) | 11.28% | | | |

KEY INFORMATION

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

The material variance adopted by Council for the 2023-24 year is a value of more or less than \$10,000 or 10.00%.

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 SEPTEMBER 2023

REVENUE

RATES

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

Grants, subsidies and contributions

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Capital grants, subsidies and contributions

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

Fees and charges

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

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest revenue

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

Other revenue

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

Profit on disposal of assets

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance

agreements, communication expenses, advertising expenses,

membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

Insurance

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

Loss on disposal of assets

Shortfall between the value of assets received over the net book value for assets on their disposal.

Depreciation

Depreciation expense raised on all classes of assets.

Finance costs

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

Other expenditure

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

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.

| | Notes | Adopted Budget | YTD Actual |
|--|-------|------------------|----------------|
| Non-cash items excluded from operating activities | | \$ | \$ |
| Adjustments to operating activities | | | |
| Less: Profit on asset disposals | 7 | (35,122) | 0 |
| Movement in liabilities associated with restricted cash | | 4,970 | 0 |
| Add: Depreciation on assets | | 2,185,601 | 546,399 |
| Total non-cash items excluded from operating activities | | 2,155,449 | 546,399 |

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

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

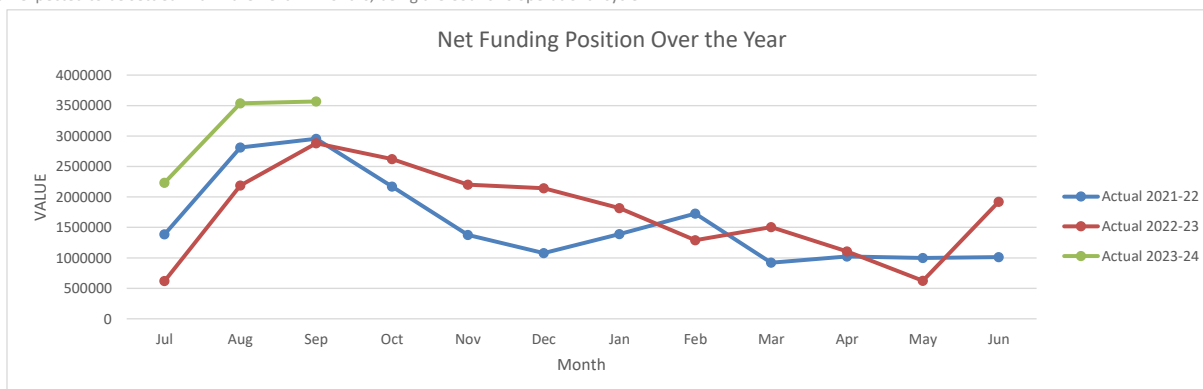
| | | Adopted Budget | Last Year Un- Audited Actual 30 June 2023 | This Time Last Year 30 September 2022 | Year to Date 30 September 2023 |
|--|----|--------------------|---|---|---|
| Adjustments to net current assets | | | | | |
| Less: Reserves - restricted cash | 10 | (2,984,280) | (2,984,280) | (2,476,533) | (2,984,280) |
| Add: Borrowings | 9 | 83,711 | 106,129 | 113,970 | 106,129 |
| Add: Provisions funded by Reserve | | 114,100 | 114,100 | 97,883 | 114,100 |
| Total adjustments to net current assets | | (2,786,469) | (2,764,051) | (2,264,680) | (2,764,051) |

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

| | | | | | |
|--|-----|--------------------|--------------------|--------------------|--------------------|
| Current assets | | | | | |
| Cash and cash equivalents | 2 | 4,713,673 | 4,932,690 | 4,151,352 | 6,467,403 |
| Rates receivables | 3 | 160,197 | 160,197 | 496,114 | 534,719 |
| Receivables | 3 | 563,601 | 573,403 | 1,729,119 | 276,734 |
| Stock on Hand | 4 | 23,825 | 17,171 | 27,689 | 52,782 |
| Total Current Assets | | 5,461,296 | 5,683,461 | 6,404,274 | 7,331,638 |
| Less: Current liabilities | | | | | |
| Payables | 5 | (346,994) | (433,740) | (303,407) | (426,469) |
| Borrowings | 9 | (83,711) | (106,129) | (113,970) | (106,129) |
| Contract liabilities | 11 | (231,024) | (231,024) | (650,193) | (231,024) |
| Provisions | 11 | (202,298) | (236,861) | (202,298) | (236,861) |
| Total Current Liabilities | | (864,027) | (1,007,754) | (1,269,868) | (1,000,483) |
| | | 4,597,269 | 4,675,707 | 5,134,406 | 6,331,155 |
| Less: Total adjustments to net current assets | (b) | (2,786,469) | (2,764,051) | (2,264,680) | (2,764,051) |
| Closing funding surplus / (deficit) | | 1,810,800 | 1,911,657 | 2,869,726 | 3,567,103 |

CURRENT AND NON-CURRENT CLASSIFICATION

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



SHIRE OF DOWERIN
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

| | NOTE | 30 September 2023 | 30 June 2023 |
|--------------------------------------|------|-------------------|-------------------|
| | | \$ | \$ |
| CURRENT ASSETS | | | |
| Cash and cash equivalents | | 6,467,400 | 4,932,690 |
| Trade and other receivables | | 811,453 | 733,600 |
| Inventories | 4 | 52,782 | 17,171 |
| TOTAL CURRENT ASSETS | | 7,331,635 | 5,683,461 |
| NON-CURRENT ASSETS | | | |
| Trade and other receivables | | 24,594 | 24,594 |
| Other financial assets | | 61,117 | 61,117 |
| Property, plant and equipment | | 19,950,331 | 20,014,393 |
| Infrastructure | | 65,228,088 | 65,270,616 |
| TOTAL NON-CURRENT ASSETS | | 85,264,130 | 85,370,720 |
| TOTAL ASSETS | | 92,595,765 | 91,054,181 |
| CURRENT LIABILITIES | | | |
| Trade and other payables | 5 | 426,469 | 433,740 |
| Other liabilities | | 231,024 | 231,024 |
| Borrowings | 9 | 106,129 | 106,129 |
| Employee related provisions | | 236,861 | 236,861 |
| TOTAL CURRENT LIABILITIES | | 1,000,483 | 1,007,754 |
| NON-CURRENT LIABILITIES | | | |
| Borrowings | 9 | 1,054,870 | 1,054,870 |
| Employee related provisions | | 28,882 | 28,882 |
| TOTAL NON-CURRENT LIABILITIES | | 1,083,752 | 1,083,752 |
| TOTAL LIABILITIES | | 2,084,235 | 2,091,506 |
| NET ASSETS | | 90,511,530 | 88,962,675 |
| EQUITY | | | |
| Retained surplus | | 35,798,210 | 34,249,355 |
| Reserve accounts | 10 | 2,984,280 | 2,984,280 |
| Revaluation surplus | | 51,729,040 | 51,729,040 |
| TOTAL EQUITY | | 90,511,530 | 88,962,675 |

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

MONTHLY FINANCIAL REPORT

FOR THE PERIOD ENDED 30 SEPTEMBER 2023

BASIS OF PREPARATION

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, *Regulation 34*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 09 October 2023

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.
In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.
All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

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

SHIRE OF DOWERIN
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

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

Supporting Information for Councillor Information

| | | |
|---------------------|--|----|
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| Note 2 | Cash and Financial Assets | 14 |
| Note 3 | Receivables | 15 |
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| Note 12 | Operating grants and contributions | 26 |
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These Statements are prepared with data available at the time of preparation.

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

SUMMARY INFORMATION

Funding surplus / (deficit) Components

| Funding surplus / (deficit) | | | | |
|-----------------------------|----------------|----------------|----------------|-----------------|
| | Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| Opening | \$1.81 M | \$1.81 M | \$1.91 M | \$0.10 M |
| Closing | \$0.00 M | \$4.02 M | \$3.57 M | (\$0.45 M) |

Refer to Statement of Financial Activity

| Cash and cash equivalents | | |
|---------------------------|----------|------------|
| | \$5.99 M | % of total |
| Unrestricted Cash | \$3.00 M | 50.2% |
| Restricted Cash | \$2.98 M | 49.8% |

Refer to Note 2 - Cash and Financial Assets

| Payables | | |
|----------------|----------|---------------|
| | \$0.43 M | % Outstanding |
| Trade Payables | \$0.14 M | |
| Over 30 Days | | 0.0% |
| Over 90 Days | | 0% |

Refer to Note 5 - Payables

| Receivables | | |
|------------------|----------|-------------|
| | \$0.28 M | % Collected |
| Rates Receivable | \$0.53 M | 65.5% |
| Trade Receivable | \$0.28 M | |
| Over 30 Days | | 86.7% |
| Over 90 Days | | 2.4% |

Refer to Note 3 - Receivables

Key Operating Activities

| Amount attributable to operating activities | | | |
|---|----------------|----------------|-----------------|
| Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| (\$0.74 M) | \$1.22 M | \$1.22 M | \$0.01 M |

Refer to Statement of Financial Activity

| Rates Revenue | | |
|---------------|----------|------------|
| YTD Actual | \$1.56 M | % Variance |
| YTD Budget | \$1.56 M | 0.0% |

Refer to Note 6 - Rate Revenue

| Operating Grants and Contributions | | |
|------------------------------------|----------|------------|
| YTD Actual | \$0.43 M | % Variance |
| YTD Budget | \$0.36 M | 18.5% |

Refer to Note 12 - Operating Grants and Contributions

| Fees and Charges | | |
|------------------|----------|------------|
| YTD Actual | \$0.40 M | % Variance |
| YTD Budget | \$0.41 M | (3.0%) |

Refer to Statement of Financial Activity

Key Investing Activities

| Amount attributable to investing activities | | | |
|---|----------------|----------------|-----------------|
| Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| (\$0.79 M) | \$0.99 M | \$0.43 M | (\$0.56 M) |

Refer to Statement of Financial Activity

| Proceeds on sale | | |
|------------------|----------|------|
| YTD Actual | \$0.03 M | % |
| Adopted Budget | \$0.06 M | 7.5% |

Refer to Note 7 - Disposal of Assets

| Asset Acquisition | | |
|-------------------|----------|---------|
| YTD Actual | \$0.44 M | % Spent |
| Adopted Budget | \$5.04 M | (91.3%) |

Refer to Note 8 - Capital Acquisition

| Non-Operating Grants | | |
|----------------------|----------|------------|
| YTD Actual | \$0.84 M | % Received |
| Adopted Budget | \$4.19 M | (79.9%) |

Refer to Note 8 - Capital Acquisition

Key Financing Activities

| Amount attributable to financing activities | | | |
|---|----------------|----------------|-----------------|
| Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| (\$0.29 M) | \$0.00 M | \$0.00 M | \$0.00 M |

Refer to Statement of Financial Activity

| Borrowings | | |
|----------------------|----------|------|
| Principal repayments | \$0.11 M | |
| Interest expense | \$0.03 M | 0.0% |
| Principal due | \$1.15 M | |

Refer to Note 9 - Borrowings

| Reserves | |
|------------------|----------|
| Reserves balance | \$2.98 M |
| Interest earned | \$0.00 M |

Refer to Note 10 - Cash Reserves

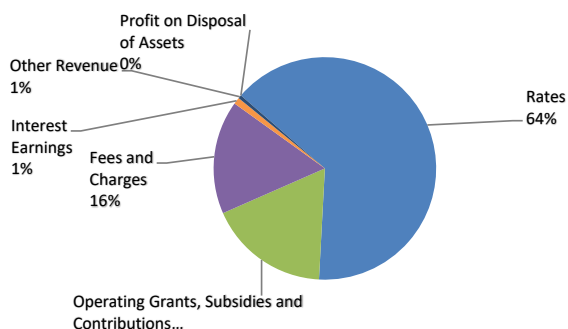
This information is to be read in conjunction with the accompanying Financial Statements and notes.

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

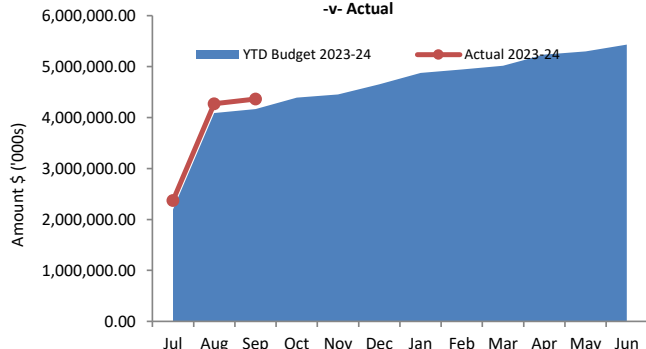
SUMMARY INFORMATION - GRAPHS

OPERATING ACTIVITIES

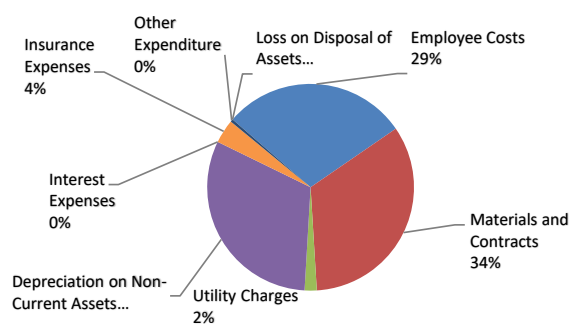
OPERATING REVENUE



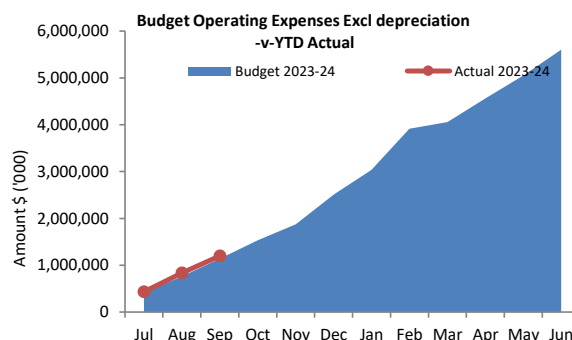
Budget Operating Revenues incl Bfwd Surplus -v- Actual



OPERATING EXPENSES



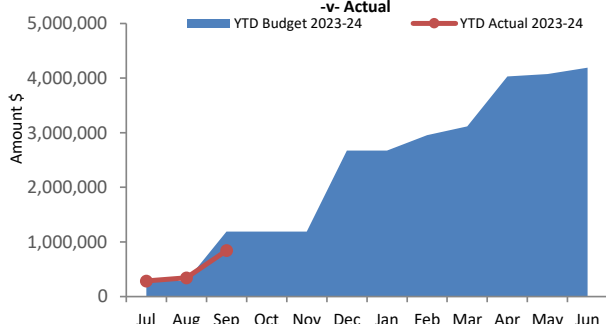
Budget Operating Expenses Excl depreciation -v- YTD Actual



INVESTING ACTIVITIES

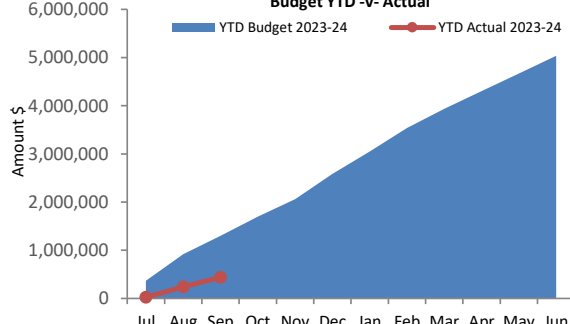
Capital grants, subsidies and contributions

Budget YTD -v- Actual



Payments for Capital Works

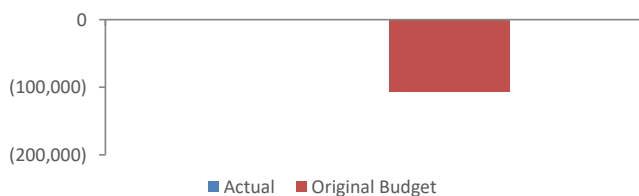
Budget YTD -v- Actual



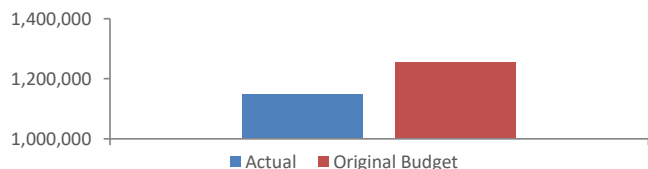
FINANCING ACTIVITIES

BORROWINGS

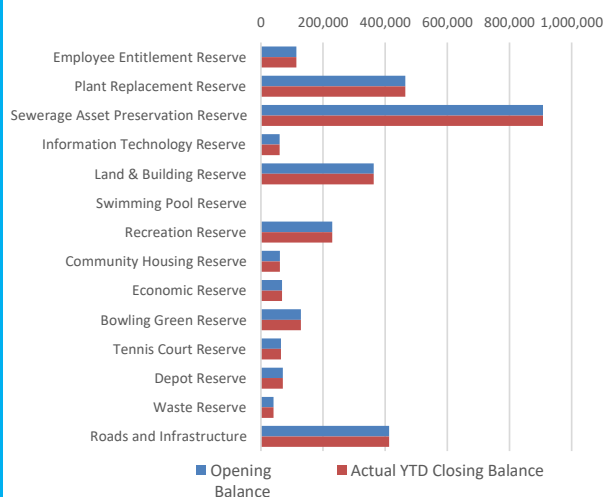
Principal Repayments



Principal Outstanding



RESERVES



STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

NOTE 1
BY PROGRAM

| Ref | Adopted Budget | Current Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. | Explanation of Variance |
|---|--------------------|--------------------|--------------------|--------------------|-----------------|--------------------|-----------------|--|
| Note | | | | | | | | |
| | \$ | | \$ | \$ | \$ | % | | |
| Revenue from operating activities | | | | | | | | |
| Governance | 1,500 | 1,500 | 0 | 2,164 | 2,164 | 0.00% | Within Variance | |
| General purpose funding | 1,741,865 | 1,741,865 | 1,574,029 | 1,605,175 | 31,146 | 1.98% | Within Variance | |
| Law, order and public safety | 34,716 | 34,716 | 8,679 | 559 | (8,120) | (93.56%) | Within Variance | |
| Health | 3,300 | 3,300 | 825 | 0 | (825) | (100.00%) | Within Variance | |
| Education and welfare | 652,572 | 652,572 | 163,193 | 165,426 | 2,233 | 1.37% | Within Variance | |
| Housing | 161,992 | 161,992 | 40,497 | 57,812 | 17,315 | 42.76% | 😊 | Housing revenue is higher than YTD budget. This will be assessed with the budget review. |
| Community amenities | 289,445 | 289,445 | 266,945 | 264,765 | (2,180) | (0.82%) | Within Variance | |
| | 50,180 | 50,180 | 7,128 | 6,911 | (217) | (3.04%) | Within Variance | |
| Transport | 181,004 | 181,004 | 168,251 | 173,462 | 5,211 | 3.10% | Within Variance | |
| Economic services | 407,966 | 407,966 | 101,985 | 105,752 | 3,767 | 3.69% | Within Variance | |
| Other property and services | 96,722 | 96,722 | 25,250 | 40,720 | 15,470 | 61.27% | 😊 | Private works revenue is higher than YTD budget. This will be partly offset by higher expenditure. |
| | 3,621,262 | 3,621,262 | 2,356,782 | 2,422,746 | 65,964 | | | |
| Expenditure from operating activities | | | | | | | | |
| Governance | (560,449) | (560,449) | (178,850) | (86,618) | 92,232 | 51.57% | 😊 | Administration employee costs are lower than YTD budget in Governance, but are offset by higher expenditure in Other property and services where the salaries have been costed too. Staff will review payroll postings asap. |
| General purpose funding | (197,452) | (197,452) | (49,113) | (58,600) | (9,487) | (19.32%) | Within Variance | |
| Law, order and public safety | (164,240) | (164,240) | (41,282) | (33,216) | 8,066 | 19.54% | Within Variance | |
| Health | (61,229) | (61,229) | (15,021) | (6,020) | 9,001 | 59.92% | Within Variance | |
| Education and welfare | (590,578) | (590,578) | (142,918) | (213,707) | (70,789) | (49.53%) | 😞 | Unbudgeted costs of \$55K associated with the installation of rail and pathway for independence in the Aged and Disability Services area. This will be offset with additional revenue. |
| Housing | (269,675) | (269,675) | (75,376) | (60,275) | 15,101 | 20.03% | 😊 | Housing maintenance in lower than YTD budget. This may even out over the year |
| Community amenities | (533,678) | (533,678) | (131,354) | (114,636) | 16,718 | 12.73% | 😊 | Sewerage and Sanitation budgets are lower than YTD budget. These may even out during the year. |
| Recreation and culture | (1,278,073) | (1,278,073) | (300,567) | (288,135) | 12,432 | 4.14% | Within Variance | |
| Transport | (2,069,507) | (2,069,507) | (520,597) | (470,886) | 49,711 | 9.55% | Within Variance | |
| Economic services | (741,131) | (741,131) | (182,729) | (178,584) | 4,145 | 2.27% | Within Variance | |
| Other property and services | (46,552) | (46,552) | (47,084) | (234,984) | (187,900) | (399.07%) | 😞 | Over expenditure is offset by lower expenditure in employee costs in Governance. |
| | (6,512,564) | (6,512,564) | (1,684,891) | (1,745,662) | (60,771) | | | |
| Less: Profit on asset disposals | (35,122) | (35,122) | 0 | 0 | 0 | 0 | Within Variance | |
| Movement in liabilities associated with restricted cash | 4,970 | 4,970 | 0 | 0 | 0 | 0 | Within Variance | |
| Add: Depreciation on assets | 2,185,601 | 2,185,601 | 546,399 | 546,399 | 0 | 0.00% | Within Variance | |
| Amount attributable to operating activities | (735,853) | (735,853) | 1,218,290 | 1,223,483 | 5,193 | | | |

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

NOTE 1
BY PROGRAM

| | Ref | Adopted Budget | Current Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. | Explanation of Variance |
|--|------|------------------|------------------|------------------|------------------|------------------|--------------------|------|--|
| | Note | \$ | | \$ | \$ | \$ | % | | |
| CONTINUED | | | | | | | | | |
| Investing Activities | | | | | | | | | |
| Capital grants, subsidies and contributions | 13 | 4,191,215 | 4,191,215 | 1,188,483 | 842,682 | (345,801) | (29.10%) | ☹️ | Road grants are lower than YTD budget. This is a timing issue with grant funding milestones. |
| Proceeds from disposal of assets | 7 | 56,000 | 56,000 | 0 | 29,091 | 29,091 | 0.00% | 😊 | Revenue has been received for the Trade of the Hino, staff will dispose of the item in the Asset register after the finalisation of the Annual Financial Report. |
| Payments for property, plant and equipment | 8 | (404,783) | (404,783) | (36,000) | (130,726) | (94,726) | 263.13% | | Within Variance |
| Payments for infrastructure | 8 | (4,631,329) | (4,631,329) | (160,826) | (309,085) | (148,259) | (92.19%) | ☹️ | Refer to Note 8 for Detail. |
| Amount attributable to investing activities | | (788,897) | (788,897) | 991,657 | 431,963 | (559,694) | | | |
| Financing Activities | | | | | | | | | |
| Transfer from reserves | 10 | 218,510 | 218,510 | 0 | 0 | 0 | 0.00% | | Within Variance |
| Repayment of debentures | 9 | (106,134) | (106,134) | 0 | 0 | 0 | 0.00% | | Within Variance |
| Transfer to reserves | 10 | (398,426) | (398,426) | 0 | 0 | 0 | 0.00% | | Within Variance |
| Amount attributable to financing activities | | (286,050) | (286,050) | 0 | 0 | 0 | | | |
| Surplus or deficit at the start of the financial year | (c) | 1,810,800 | 1,810,800 | 1,810,800 | 1,911,657 | 100,857 | 5.57% | | |
| Amount attributable to operating activities | | (735,853) | (735,853) | 1,218,290 | 1,223,483 | 5,193 | 0 | | |
| Amount attributable to investing activities | | (788,897) | (788,897) | 991,657 | 431,963 | (559,694) | 0 | | |
| Amount attributable to financing activities | | (286,050) | (286,050) | 0 | 0 | 0 | 0 | | |
| Surplus or deficit at the end of the financial year | (c) | 0 | 0 | 4,020,747 | 3,567,103 | (453,644) | 0 | | |

KEY INFORMATION



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



Refer to Note d) for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2023-24 year is a value of more or less than \$10,000 or 10.00%.

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 SEPTEMBER 2023

Note 1 (Cont'd)

REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES

ACTIVITIES

GOVERNANCE

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

To include the activities of membes of Council and the administration support available to the Council for the provision of governance of the district. Other costs relat to assisting elected members and ratepayers on matters which do not concern specific Council services.

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

To provide services to help ensure a safer and environmentally conscious community.

Supervision and enforcement of various local laws relating to fire prevention, animal control, community crime prevention and other aspects of public safety including emergency services.

HEALTH

To provide an operational framework for environmental and community health.

Inspection of food premises and food control.

EDUCATION AND WELFARE

To provide services to disadvantaged persons including the elderly, children and youth.

Maintenance and operational costs of the Dowerin Child Care Centre; Dowerin Home Care, Commonwealth Home Support Program (CHSP), community nursing and other support services.

HOUSING

To provide and maintain housing for staff, aged and community housing projects operated by Joint Venture with the Department of Housing.

Provision and maintenance of all Shire responsible housing.

COMMUNITY AMENITIES

To provide necessary services as required by the community.

Rubbish collection and recycling, operation of disposal sites, administration, maintenance & operation of the Dowerin Townsite Sewerage Scheme. Administration of the Shire of Dowerin Town Planning Scheme. Administration, maintenance & operation of the Dowerin & Minnivale public cemeteries, public toilets & the Dowerin Community Bus.

RECREATION AND CULTURE

To establish & effectively manage infrastructure and resources which will help the social wellbeing of the community.

Maintenance and operation of public halls, sporting pavilions, parks and gardens, recreation centre, sports playing surface areas and reserves including football oval, hockey oval, tennis courts, bowling greens and golf course. Contribution to the operation of the Dowerin Public Library.

TRANSPORT

To provide safe, effective and e3fficient transport services to the community.

Construction and maintenance of streets, roads, footpaths, drainage & signs. Maintenance and operation of street lights, works depot and aerodrome. Cleaning of streets and provision and maintenance of street trees. Purchase, maintenance and operation of plant.

ECONOMIC SERVICES

To help promote the Shire and its economic wellbeing.

Tourism and area promotion including the maintenance and operation of the Shire of Dowerin Short Stay Acommodation facilities. Provision of rural services including building control, standpipes, noxious weeds and vermin control. Assistance with the operations of the annual Dowerin Field Day. Maintenance costs associated with the Dowerin Community Resource Centre.

OTHER PROPERTY AND SERVICES

To monitor and control Council's overheads operating accounts.

Private works, plant repairs and operations. Works and administration overheads. Materials and stores.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

| Description | Classification | Unrestricted | Restricted | Total Cash | Trust | Institution | Interest Rate | Maturity Date |
|------------------------------------|------------------------------------|--------------|------------|------------|-------|-------------|---------------|---------------|
| | | \$ | \$ | \$ | \$ | | | |
| Cash on hand | | | | | | | | |
| Floats | Cash and cash equivalents | 400 | 0 | 400 | 0 | On-hand | | |
| Cash Deposits | | | | | | | | |
| Municipal Bank Account | Cash and cash equivalents | 2,999,452 | 0 | 2,999,452 | 0 | NAB | 0.05% | At Call |
| Term Deposits | | | | | | | | |
| 709-6589 | Financial assets at amortised cost | 0 | 1,000,000 | 1,000,000 | 0 | NAB | 4.70% | 25/12/2023 |
| 27-9675 | Financial assets at amortised cost | 0 | 1,000,000 | 1,000,000 | 0 | Westpac | 4.22% | 7/01/2024 |
| | Financial assets at amortised cost | 4,001 | 984,280 | 988,281 | | Bendigo | 4.30% | 1/11/2023 |
| Total | | 3,003,853 | 2,984,280 | 5,988,133 | | | | |
| Comprising | | | | | | | | |
| Cash and cash equivalents | | 2,999,852 | 0 | 2,999,852 | 0 | | | |
| Financial assets at amortised cost | | 4,001 | 2,984,280 | 2,988,281 | 0 | | | |
| | | 3,003,853 | 2,984,280 | 5,988,133 | 0 | | | |

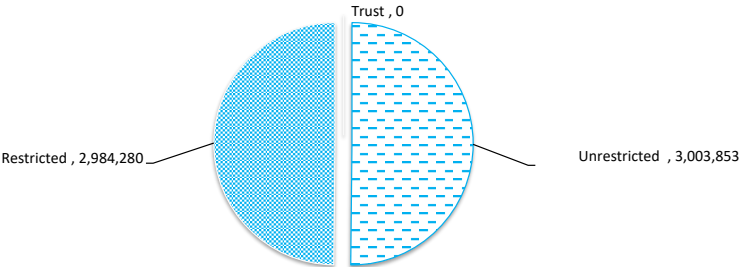
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments 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 and bank overdrafts. 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.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

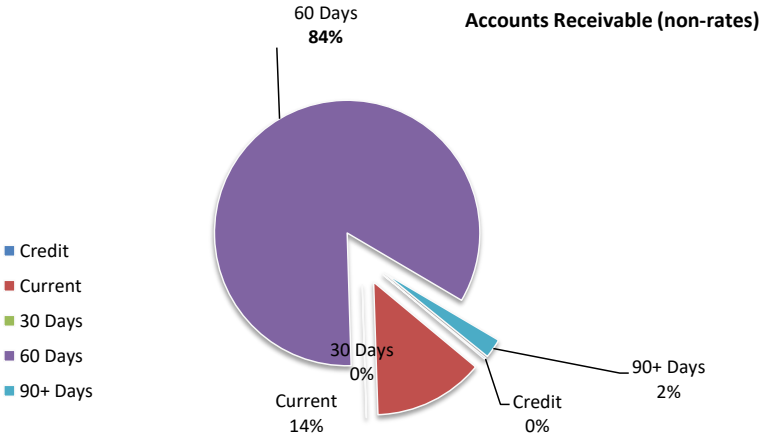
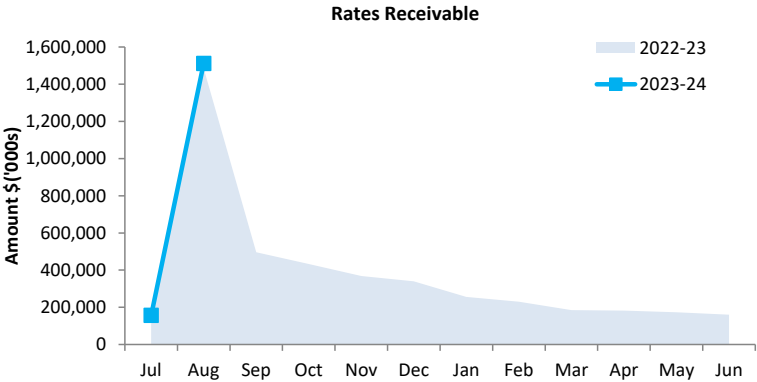
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

| Rates receivable | 30 Jun 2023 | 30 Sep 2023 |
|--|-------------|-------------|
| | \$ | \$ |
| Opening arrears previous years | 119,592 | 160,197 |
| Levied - Rates revenue | 1,402,771 | 1,561,669 |
| Less - collections | (1,362,166) | (1,127,365) |
| Equals current outstanding | 160,197 | 594,501 |
| Less allowance for impairment of receivables | | (59,782) |
| Net rates collectable | 160,197 | 534,719 |
| % Collected | 89.5% | 65.5% |

| Receivables - general | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|--|---------|----------|---------|---------|----------|----------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Receivables - general | (1,163) | 76,426 | 208 | 477,169 | 13,453 | 566,093 |
| Percentage | (0.2%) | 13.5% | 0% | 84.3% | 2.4% | |
| Balance per trial balance | | | | | | |
| Sundry receivable | (1,163) | 76,426 | 208 | 477,169 | 13,453 | 58,204 |
| Accrued Income | 0 | 220,267 | 0 | 0 | 0 | 220,267 |
| GST receivable | 0 | (26,735) | 0 | 0 | 0 | (26,735) |
| Allowance for impairment of receivables | 0 | (138) | 0 | 0 | 0 | (138) |
| Other Receivables | 0 | 25,136 | 0 | 0 | 0 | 25,136 |
| Loans Club/Institutions - Current | 0 | 0 | 0 | 0 | 0 | 0 |
| Total receivables general outstanding | | | | | | 276,734 |
| Amounts shown above include GST (where applicable) | | | | | | |

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectable are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

| | Opening Balance 1 July 2023 | Asset Increase/(Decrease) | Closing Balance 30 September 2023 |
|---|---------------------------------------|------------------------------|--|
| Other current assets | \$ | \$ | \$ |
| Inventory | | | |
| Stock On Hand | 17,171 | 35,611 | 52,782 |
| Total other current assets | 17,171 | 35,611 | 52,782 |
| Amounts shown above include GST (where applicable) | | | |

KEY INFORMATION

Inventory

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 30 SEPTEMBER 2023

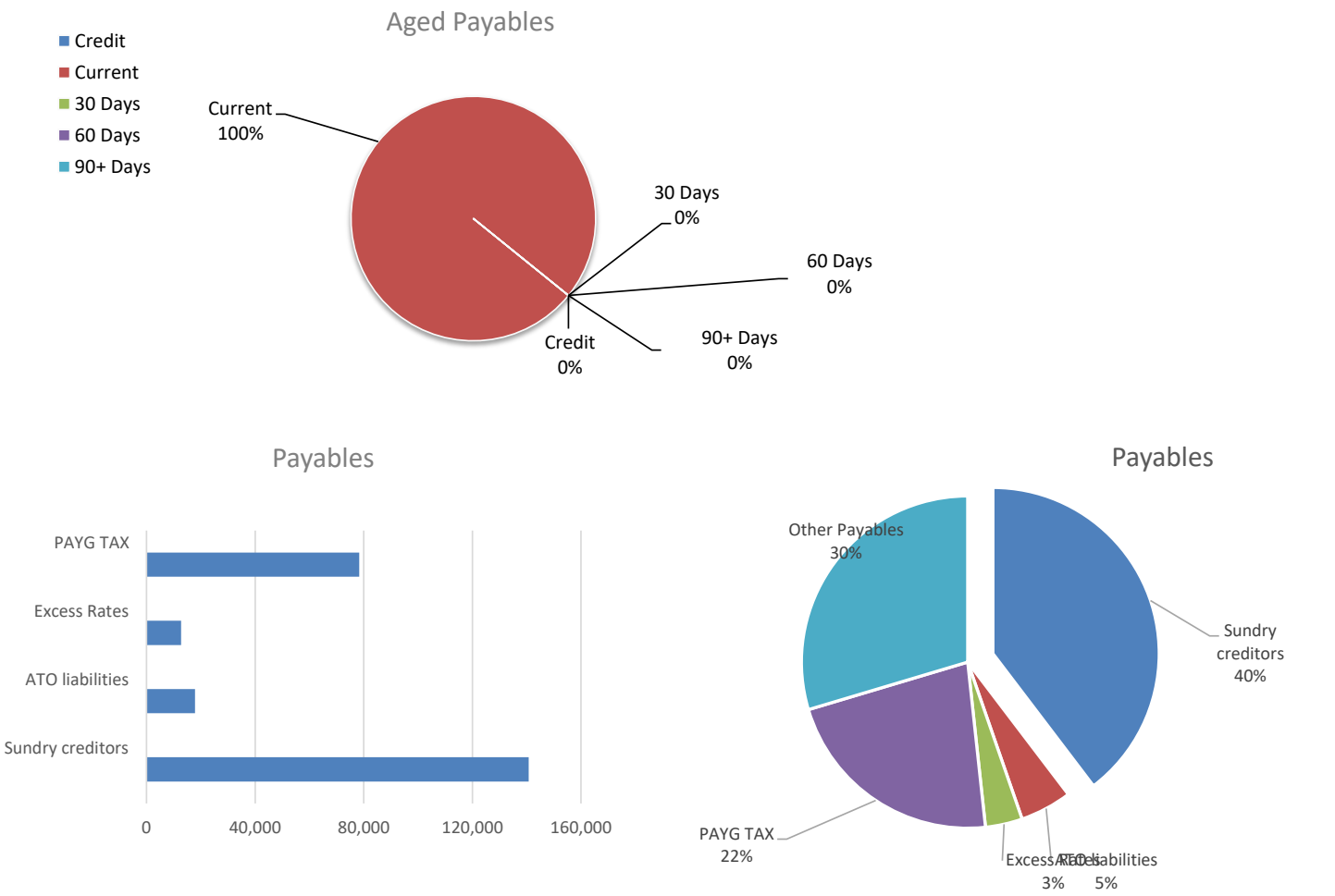
OPERATING ACTIVITIES
 NOTE 5
 Payables

| Payables - general | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|---|--------|-----------|---------|---------|----------|----------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Payables - general | 0 | 426,498 | 0 | (29) | 0 | 426,469 |
| Percentage | 0% | 100% | 0% | 0% | 0% | |
| Balance per trial balance | | | | | | |
| Sundry creditors | 0 | 140,729 | 0 | (29) | 0 | 140,700 |
| ATO liabilities | 0 | 17,860 | 0 | 0 | 0 | 17,860 |
| Excess Rates | 0 | 12,768 | 0 | 0 | 0 | 12,768 |
| PAYG TAX | 0 | 78,368 | 0 | 0 | 0 | 78,368 |
| Other Payables | 0 | 105,081 | 0 | 0 | 0 | 105,081 |
| Payroll Creditors | 0 | 234,139 | 0 | 0 | 0 | 234,139 |
| Gst Payable | | 0 | | | | 0 |
| Accrued Loan Interest | 0 | 6,734 | 0 | 0 | 0 | 6,734 |
| Bonds & Deposits Held - CI | 0 | 12,045 | 0 | 0 | 0 | 12,045 |
| Accrued Expenses | 0 | (181,226) | 0 | 0 | 0 | (181,226) |
| Total payables general outstanding | | | | | | 426,469 |

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

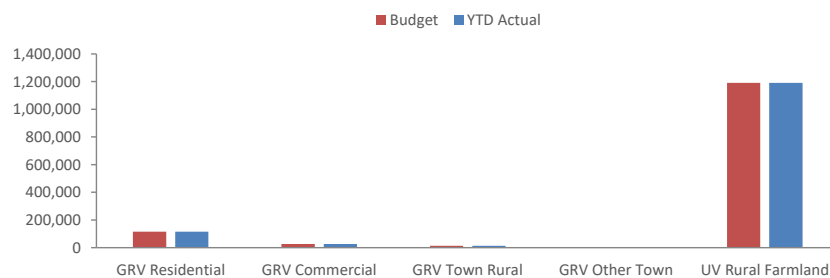


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**OPERATING ACTIVITIES
NOTE 6
RATE REVENUE**

| General rate revenue | Original Budget | | | | | | | YTD Actual | | | |
|----------------------------------|-----------------------|-------------------------|--------------------|------------------|-----------------|--------------|------------------|------------------|------------------|---------------|------------------|
| | Rate in \$ (cents) | Number of Properties | Rateable Value | Rate Revenue | Interim Rate | Back Rate | Total Revenue | Rate Revenue | Interim Rates | Back Rates | Total Revenue |
| RATE TYPE | | | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Gross rental value | | | | | | | | | | | |
| GRV Residential | 0.10300 | 113 | 1,126,451 | 116,024 | 0 | 0 | 116,024 | 172,058 | 0 | 0 | 116,024 |
| GRV Commercial | 0.10300 | 15 | 256,474 | 26,417 | 0 | 0 | 26,417 | 40,850 | 0 | 0 | 26,417 |
| GRV Town Rural | 0.10300 | 12 | 138,892 | 14,306 | 0 | 0 | 14,306 | 27,890 | 0 | 0 | 14,306 |
| GRV Other Town | 0.10300 | 8 | 33,384 | 3,439 | 0 | 0 | 3,439 | 8,399 | 0 | 0 | 3,439 |
| Unimproved value | | | | | | | | 0 | | | |
| UV Rural Farmland | 0.00562 | 226 | 211,886,000 | 1,190,587 | (39) | 0 | 1,190,548 | 1,244,286 | 0 | 0 | 1,190,799 |
| Sub-Total | | 374 | 213,441,201 | 1,350,773 | (39) | 0 | 1,350,734 | 1,493,483 | 0 | 0 | 1,350,986 |
| Minimum payment | Minimum \$ | | | | | | | | | | |
| Gross rental value | | | | | | | | | | | |
| GRV Residential | 849 | 66 | 445,279 | 56,034 | 0 | 0 | 56,034 | 56,034 | 0 | 0 | 56,034 |
| GRV Commercial | 849 | 17 | 65,470 | 14,433 | 0 | 0 | 14,433 | 14,433 | 0 | 0 | 14,433 |
| GRV Town Rural | 849 | 16 | 38,685 | 13,584 | 0 | 0 | 13,584 | 13,584 | 0 | 0 | 13,584 |
| GRV Other Town | 248 | 20 | 7,974 | 4,960 | 0 | 0 | 4,960 | 4,960 | 0 | 0 | 4,960 |
| Unimproved value | | | | | | | | | | | |
| UV Rural Farmland | 849 | 63 | 5,135,300 | 53,487 | 0 | 0 | 53,487 | 53,487 | 0 | 0 | 53,487 |
| UV Commercial | 849 | 4 | 500 | 3,396 | 0 | 0 | 3,396 | 3,396 | 0 | 0 | 3,396 |
| UV Town Rural | 849 | 4 | 137,000 | 3,396 | 0 | 0 | 3,396 | 3,396 | 0 | 0 | 3,396 |
| UV Mining | 248 | 16 | 130,350 | 3,968 | 0 | 0 | 3,968 | 3,968 | 0 | 0 | 3,968 |
| Sub-total | | 206 | 5,960,558 | 153,258 | 0 | 0 | 153,258 | 153,258 | 0 | 0 | 153,258 |
| Amount from general rates | | | | | | | 1,503,992 | 1,646,741 | 0 | 0 | 1,504,244 |
| Ex-gratia rates | | | | | | | 57,425 | | | | 57,425 |
| Total general rates | | | | | | | 1,561,417 | | | | 1,561,669 |

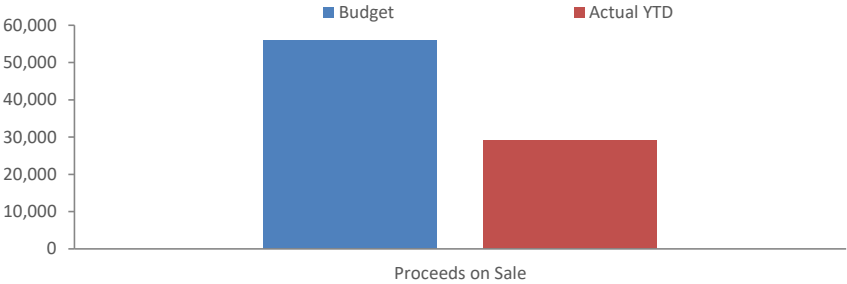
KEY INFORMATION



NOTES TO THE STATEMENT OF BUDGET REVIEW
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

| | | Original Budget | | | | Current Budget | | | | YTD Actual | | | |
|------------|------------------------------|-----------------|---------------|---------------|----------|----------------|---------------|---------------|----------|----------------|---------------|----------|----------|
| Asset Ref. | Asset description | Net Book Value | Proceeds | Profit | (Loss) | Net Book Value | Proceeds | Profit | (Loss) | Net Book Value | Proceeds | Profit | (Loss) |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| | Plant and equipment | | | | | | | | | | | | |
| | Passenger Vehicle; CEO | 20,878 | 56,000 | 35,122 | 0 | 20,878 | 56,000 | 35,122 | 0 | 0 | 0 | 0 | 0 |
| | Hino D009 - Trade C/Fwd Fy23 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 29,091 | 0 | 0 |
| | | 20,878 | 56,000 | 35,122 | 0 | 20,878 | 56,000 | 35,122 | 0 | 0 | 29,091 | 0 | 0 |



** Item to be disposed after EOY Asset processes are complete.

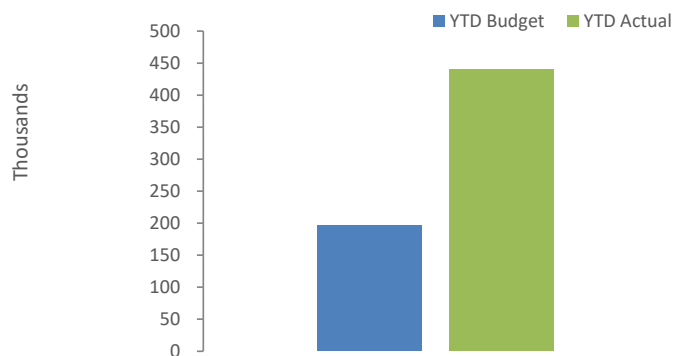
**NOTES TO THE STATEMENT OF BUDGET REVIEW
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

| Capital acquisitions | Original Budget | Current Budget | YTD Budget | YTD Actual | YTD Actual Variance |
|--|------------------|------------------|----------------|----------------|---------------------|
| | \$ | | \$ | \$ | \$ |
| Buildings | 180,114 | 180,114 | 24,000 | 21,605 | (2,395) |
| Furniture and equipment | 52,000 | 52,000 | 12,000 | 0 | (12,000) |
| Plant and equipment | 172,669 | 172,669 | 0 | 109,121 | 109,121 |
| Infrastructure - roads | 4,410,569 | 4,410,569 | 160,826 | 308,692 | 147,866 |
| Infrastructure -Parks And Ovals | 182,560 | 182,560 | 0 | 0 | 0 |
| Infrastructure - other | 38,200 | 38,200 | 0 | 393 | 393 |
| Payments for Capital Acquisitions | 5,036,112 | 5,036,112 | 196,826 | 439,810 | 242,984 |
| Total Capital Acquisitions | 5,036,112 | 5,036,112 | 196,826 | 439,810 | 242,984 |
| Capital Acquisitions Funded By: | | | | | |
| | \$ | | \$ | \$ | \$ |
| Capital grants and contributions | 4,191,215 | 4,191,215 | 1,188,483 | 842,682 | (345,801) |
| Other (disposals & C/Fwd) | 56,000 | 121,000 | 0 | 29,091 | 29,091 |
| Cash backed reserves | | | | | |
| Plant Replacement Reserve | 35,310 | 35,310 | 0 | 0 | 0 |
| Sewerage Asset Preservation Reserve | 12,000 | 12,000 | 0 | 0 | 0 |
| Information Technology Reserve | 40,000 | 40,000 | 0 | 0 | 0 |
| Recreation Reserve | 41,200 | 41,200 | 0 | 0 | 0 |
| Economic Reserve | 30,000 | 30,000 | 0 | 0 | 0 |
| Roads and Infrastructure | 60,000 | 60,000 | 0 | 0 | 0 |
| Contribution - operations | 570,387 | 505,387 | (991,657) | (431,963) | 559,694 |
| Capital funding total | 5,036,112 | 5,036,112 | 196,826 | 439,810 | 242,984 |

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.



NOTES TO THE STATEMENT OF BUDGET REVIEW
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)

| Account Description | | Original Budget | YTD Budget | YTD Actual | Variance Under/(Over) | Comments |
|--------------------------------|---|------------------|----------------|----------------|-----------------------|--|
| Land and Buildings | | | | | | |
| BC044 | Sports Recreation Centre - Building (Capital) | 24,000 | 24,000 | 21,605 | 2,395 | Ceiling repairs complete |
| BC049 | Hockey Pavilion - Building (Capital) | 156,114 | 0 | 0 | 0 | |
| Total | | 180,114 | 24,000 | 21,605 | 2,395 | |
| Furniture and equipment | | | | | | |
| FE001 | Council Chambers Audio System | 12,000 | 12,000 | 0 | 12,000 | Commencing Oct23 |
| FE002 | IT Renewal Server | 40,000 | 0 | 0 | 0 | Commencing Oct23 |
| Total | | 52,000 | 12,000 | 0 | 12,000 | |
| Plant and Equipment | | | | | | |
| PE203 | Single Cab - Light Truck - Maintenance (P009) | 81,359 | 0 | 109,121 | (109,121) | |
| PE194 | CEO Vehicle (Currently Ford Everest - D0) | 61,310 | 0 | 0 | 0 | |
| PE100 | Diesel Fuel Bowser - Shire Depot | 30,000 | 0 | 0 | 0 | |
| Total | | 172,669 | 0 | 109,121 | (109,121) | |
| Infrastructure - Roads | | | | | | |
| RCR025 | Commodity Route - Dowerin - Koorda Road | 338,530 | 0 | 17,326 | (17,326) | Commencing Oct23 |
| LRC011 | Fifty Four Gate Road 0.00-2.65 | 123,750 | 0 | 0 | 0 | Commencing Mar24 |
| LRC013 | LRCIP - Berring East Road | 190,826 | 160,826 | 163,401 | (2,575) | Completed, gravel pit rehabilitation pending. |
| LRC164 | Manmanning Road 0.00-5.67 | 262,800 | 0 | 0 | 0 | Commencing Mar24 |
| RC000 | Road Construction General (Budgeting Only) | 60,000 | 0 | 0 | 0 | By May24 - as this was budgeted for Rehab. Purposes. |
| R2R003 | Koombekine North Road (R2R) | 24,413 | 0 | 0 | 0 | Commencing Nov23 |
| R2R015 | Hindmarsh Back Road (R2R) | 93,145 | 0 | 3,746 | (3,746) | Commencing Nov23 |
| R2R011 | Fifty Four Gate West Road (R2R) | 123,750 | 0 | 0 | 0 | To be removed at Budget Review as inadvertently included twice. |
| R2R040 | Booralaming West Road (R2R) | 112,500 | 0 | 12,990 | (12,990) | Commencing Dec23 |
| R2R041 | Moonijin East Road (R2R) | 123,615 | 0 | 0 | 0 | Commencing Apr24 |
| R2R042 | McHugh Road (R2R) | 67,327 | 0 | 1,055 | (1,055) | Commencing Nov23 |
| RRG003 | Koombekine North Road (RRG) | 585,184 | 0 | 2,294 | (2,294) | Commencing Feb24 |
| RRG023 | Koorda-Wongan Hills Road (RRG) | 116,804 | 0 | 14,685 | (14,685) | Commencing Sep23 |
| BS183 | Dowerin-Meckering Road (BS) | 801,922 | 0 | 0 | 0 | To be deferred to 24/25 budget however \$40k will be expended in 23/24 |
| WFN182G | WFN - Dowerin Kalannie Road 31.02-34.50 | 1,084,179 | 0 | 78,696 | (78,696) | Commencing Jan24 |
| WFN182H | WFN - Dowerin Kalannie Road 0.00-48.77 | 301,824 | 0 | 14,499 | (14,499) | Commencing Oct23 |
| Total | | 4,410,569 | 160,826 | 308,692 | (147,866) | |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)

| Account Description | | Original Budget | YTD Budget | YTD Actual | Variance Under/(Over) |
|--|--|------------------|----------------|----------------|-------------------------------|
| Infrastructure -Parks And Ovals | | | | | |
| PC071 | Dowerin Skate Park Capital Works | 40,000 | 0 | 0 | 0 |
| PC075 | Town Site Greening Water Scheme | 142,560 | 0 | 0 | 0 |
| Total | | 182,560 | 0 | 0 | 0 |
| Infrastructure - Other | | | | | |
| OC11 | Public Art Projects | 25,000 | 0 | 0 | 0 |
| OC018 | Dowerin Standpipe Upgrade | 13,200 | 0 | 0 | 0 |
| OC003 | Town Oval Reticulation Upgrade (Inc Dam) | 0 | 0 | 393 | (393) Costing to be corrected |
| Total | | 38,200 | 0 | 393 | (393) |
| TOTALS | | 5,036,112 | 196,826 | 439,810 | (242,984) |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**FINANCING ACTIVITIES
NOTE 9
BORROWINGS**

Repayments - borrowings

| Information on borrowings | | | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
|---------------------------------------|----------|-------------|----------------------|-----------------|-----------------------|-----------------|---------------------|-----------------|
| Particulars | Loan No. | 1 July 2023 | Actual | Original Budget | Actual | Original Budget | Actual | Original Budget |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Housing | | | | | | | | |
| Government Regional Officer Housing | 100 | 227,550 | 0 | (11,489) | 227,550 | 239,039 | 0 | (8,218) |
| Recreation and culture | | | | | | | | |
| Dowerin Community Club | 97 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Dowerin Swimming Pool | 101 | 133,849 | 0 | (19,795) | 133,849 | 153,644 | 0 | (2,149) |
| DEM Interest Free Swimming Pool Loan* | LP000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transport | | | | | | | | |
| Multi Tyre Roller | 103 | 108,846 | 0 | (21,070) | 108,846 | 129,916 | 0 | (941) |
| Smooth Drum Tyre Roller | 104 | 113,432 | 0 | (18,591) | 113,432 | 132,023 | 0 | (830) |
| Economic services | | | | | | | | |
| Short Stay Accommodation | 99 | 564,486 | 0 | (35,189) | 564,486 | 599,675 | 0 | (17,982) |
| Total | | 1,148,163 | 0 | (106,134) | 1,148,163 | 1,254,297 | 0 | (30,120) |
| Current borrowings | | 106,134 | | | 106,129 | | | |
| Non-current borrowings | | 1,042,029 | | | 1,042,034 | | | |
| | | 1,148,163 | | | 1,148,163 | | | |

All debenture repayments were financed by general purpose revenue.

* The DEM Loan to the Shire has been extinguished, via a Donation as agreed.

The Budget did not provide for any new borrowing during the year.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

FINANCING ACTIVITIES
NOTE 10
CASH RESERVES

Cash backed reserve

| Reserve name | Opening Balance | Original Budget Interest Earned | Actual Interest Earned | Original Budget Transfers In (+) | Actual Transfers In (+) | Original Budget Transfers Out (-) | Actual Transfers Out (-) | Original Budget Closing Balance | Actual YTD Closing Balance |
|-------------------------------------|--------------------|------------------------------------|---------------------------|--|-------------------------------|---|--------------------------------|------------------------------------|-------------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Employee Entitlement Reserve | 114,100 | 4,970 | 0 | 0 | 0 | 0 | 0 | 119,070 | 114,100 |
| Plant Replacement Reserve | 464,535 | 20,236 | 0 | 0 | 0 | (35,310) | 0 | 449,461 | 464,535 |
| Sewerage Asset Preservation Reserve | 907,424 | 39,529 | 0 | 0 | 0 | (12,000) | 0 | 934,953 | 907,424 |
| Information Technology Reserve | 60,144 | 2,620 | 0 | 0 | 0 | (40,000) | 0 | 22,764 | 60,144 |
| Land & Building Reserve | 363,390 | 15,830 | 0 | 252,426 | 0 | 0 | 0 | 631,646 | 363,390 |
| Swimming Pool Reserve | 0 | | 0 | 0 | 0 | | 0 | 0 | 0 |
| Recreation Reserve | 229,175 | 9,983 | 0 | 0 | 0 | (41,200) | 0 | 197,958 | 229,175 |
| Community Housing Reserve | 60,751 | 2,646 | 0 | 0 | 0 | 0 | 0 | 63,397 | 60,751 |
| Economic Reserve | 67,803 | 2,954 | 0 | 0 | 0 | (30,000) | 0 | 40,757 | 67,803 |
| Bowling Green Reserve | 128,702 | 5,606 | 0 | 10,000 | 0 | 0 | 0 | 144,308 | 128,702 |
| Tennis Court Reserve | 64,850 | 2,825 | 0 | 6,000 | 0 | 0 | 0 | 73,675 | 64,850 |
| Depot Reserve | 70,264 | 3,061 | 0 | 0 | 0 | 0 | 0 | 73,325 | 70,264 |
| Waste Reserve | 40,264 | 1,754 | 0 | 0 | 0 | 0 | 0 | 42,018 | 40,264 |
| Roads and Infrastructure | 412,878 | 17,986 | 0 | 0 | 0 | (60,000) | 0 | 370,864 | 412,878 |
| | 2,984,280 | 130,000 | 0 | 268,426 | 0 | (218,510) | 0 | 3,164,196 | 2,984,280 |

KEY INFORMATION

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES**

| | Note | Opening Balance 1 July 2023 | Liability Increase | Liability Reduction | Closing Balance 30 September 2023 |
|---|------|-----------------------------------|-----------------------|------------------------|---|
| Other current liabilities | | \$ | \$ | \$ | \$ |
| Contract liabilities | | | | | |
| Unspent grants, contributions and reimbursements | | 231,024 | 0 | 0 | 231,024 |
| Total unspent grants, contributions and reimbursements | | 231,024 | 0 | 0 | 231,024 |
| Provisions | | | | | |
| Annual leave | | 149,078 | 0 | 0 | 149,078 |
| Long service leave | | 87,783 | 0 | 0 | 87,783 |
| Total Provisions | | 236,861 | 0 | 0 | 236,861 |
| Total other current assets | | 467,885 | 0 | 0 | 467,885 |
| Amounts shown above include GST (where applicable) | | | | | |

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

| | | OPERATING ACTIVITIES | | |
|--|----------------------------|---|-----------------------|------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY | | NOTE 12 | | |
| FOR THE PERIOD ENDED 30 SEPTEMBER 2023 | | OPERATING GRANTS AND CONTRIBUTIONS | | |
| | | Operating grants, subsidies and contributions revenue | | |
| Provider | Original Budget Revenue | YTD Budget | YTD Revenue Actual | Comments |
| | \$ | \$ | \$ | |
| Operating grants and subsidies, Contributions and reimbursements | | | | |
| Governance | | | | |
| MEMBERS - Contributions & Donations | 1,500 | 0 | 364 | |
| OTH GOV - Reimbursements | 0 | 0 | 1,800 | |
| General purpose funding | | | | |
| GEN PUR - Financial Assistance Grant - General | 0 | 0 | 11,079 | |
| GEN PUR - Financial Assistance Grant - Roads | 0 | 0 | 8,559 | |
| Law, order, public safety | | | | |
| ESL BFB - Operating Grant | 30,000 | 7,500 | 0 | |
| Education and welfare | | | | |
| AGED OTHER - Grant Funding - CHSP | 226,260 | 56,565 | 31,069 | |
| AGED OTHER - Grant Funding - HCP | 404,912 | 101,228 | 131,999 | |
| WELFARE - Grants | 5,400 | 1,350 | 0 | |
| Housing | | | | |
| OTH HOUSE - Rental Reimbursements | 0 | 0 | 20,878 | |
| Community amenities | | | | |
| ENVIRON - Reimbursements | 504 | 0 | 300 | |
| Recreation and culture | | | | |
| REC - Contributions & Donations | 504 | 126 | 1,649 | |
| REC - Reimbursements - Other Recreation | 504 | 126 | 0 | |
| LIBRARY - Other Grants | 5,000 | 0 | 55 | |
| OTH CUL - Contributions & Donations - Other Culture | 2,400 | 0 | 0 | |
| OTH CUL - Grants - Other Culture | 13,764 | 0 | 545 | |
| Transport | | | | |
| ROADM - Direct Road Grant (MRWA) | 164,000 | 164,000 | 168,621 | |
| ROADM - Street Lighting Subsidy | 0 | 0 | (4,262) | C/Note for Prior year. |
| Economic services | | | | |
| TOUR - Other Income Relating to Tourism & Area Promotion | 396 | 99 | 0 | |
| CRC - Grants | 100,970 | 25,242 | 52,524 | |
| CRC - Grants (excl GST) | 5,000 | 1,248 | 0 | |
| Other property and services | | | | |
| PWO - Other Reimbursements | 300 | 0 | 0 | |
| POC - Fuel Tax Credits Grant Scheme | 7,500 | 1,875 | 0 | |
| ADMIN - Reimbursements | 0 | 0 | 488 | |
| | 968,914 | 359,359 | 425,667 | |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

INVESTING ACTIVITIES
NOTE 13
NON-OPERATING GRANTS AND CONTRIBUTIONS

| | | Non operating grants, subsidies and contributions revenue | | | | |
|------------------------------------|---|---|---------------------------|---------------|-----------------------|----------|
| | | Original Budget Revenue | Current Budget Revenue | YTD Budget | YTD Revenue Actual | Varanace |
| | | \$ | \$ | \$ | \$ | |
| Non-operating grants and subsidies | | | | | | |
| General purpose funding | | | | | | |
| | Gen Pur - Grant Funding (No Gst) | 577,376 | 577,376 | 577,376 | 555,658 | 21,718 |
| Law, order, public safety | | | | | | |
| | Esl Bfb - Capital Grant | 0 | 0 | 0 | 697 | (697) |
| Recreation and culture | | | | | | |
| | Rec - Grants | 237,223 | 237,223 | 59,306 | 8,851 | 50,455 |
| | Oth Cul - Grants - Other Culture | 42,500 | 42,500 | 0 | 0 | 0 |
| Transport Funding | | | | | | |
| RRG | Roadc - Regional Road Group Grants (Mrwa) | 468,144 | 468,144 | 277,476 | 277,476 | 0 |
| R2R | Roadc - Roads To Recovery Grant | 544,750 | 544,750 | 217,900 | 0 | 217,900 |
| WSFN | Roadc - Other Grants - Roads/Streets | 2,321,222 | 2,321,222 | 56,425 | 0 | 56,425 |
| TOTALS | | 4,191,215 | 4,191,215 | 1,188,483 | 842,682 | 345,801 |

SHIRE OF DOWERIN
List of Payments for the Period Ending
30-Sep-23

| <u>Chq/EFT</u> | <u>Date</u> | <u>Name</u> | <u>Description</u> | | <u>Amount</u> | <u>Contra</u> |
|----------------|-------------|---------------------------------------|--|----|---------------|--|
| EFT11305 | 06/09/2023 | Live Life Alarms | HCPL3 - Purchase of a Personal Alarm for client | \$ | 547.00 | Fully Funded |
| EFT11306 | 11/09/2023 | Linley Dreghorn | Reimburse payment of CRC Mail Box | \$ | 54.67 | |
| EFT11307 | 11/09/2023 | Avon Waste | Rubbish collection Aug23 | \$ | 2,841.51 | |
| EFT11308 | 11/09/2023 | Ampac Debt Recovery WA Pty Ltd | Debt Recovery costs - four assessments | \$ | 3,041.50 | |
| EFT11309 | 11/09/2023 | Avon Concrete | Supply Culverts - Dowerin-Kalannie Road and Koorda-Wongan Hills Road | \$ | 49,827.80 | Part Funded |
| EFT11310 | 11/09/2023 | Courtney's Cleaning | HCPL 3, HSPL4 - Domestic assistance and travel | \$ | 1,168.60 | Fully Funded |
| EFT11311 | 11/09/2023 | BOC Limited | Cylinder hire | \$ | 67.53 | Currently being purchased outright (final costs of hire until in place) |
| EFT11312 | 11/09/2023 | BriJarCass Security | CHSP - Homecare provide Cleaning services | \$ | 154.00 | Fully Funded |
| EFT11313 | 11/09/2023 | Bandwidth Holdings Pty Ltd | SSA Internet | \$ | 121.00 | |
| EFT11314 | 11/09/2023 | Corsign WA | Supply signs | \$ | 140.80 | |
| EFT11315 | 11/09/2023 | Landgate | Mining Tenements | \$ | 42.15 | |
| EFT11316 | 11/09/2023 | Dowerin & Districts Farmshed | Cleaning Order for SSA | \$ | 822.15 | |
| EFT11317 | 11/09/2023 | Furniture Fitouts | Replacement cutlery for SSA | \$ | 187.57 | |
| EFT11318 | 11/09/2023 | LJ & BL Green | Supply 15T pitching rock for Dowerin-Kalannie Drainage works WFN182G | \$ | 990.00 | Part Funded |
| EFT11319 | 11/09/2023 | Harris Electrical Servicing | Rewire of DCC toilets, Supply and install new lighting and ventilation at Rec centre | \$ | 6,806.04 | |
| EFT11320 | 11/09/2023 | HBP Services WA | Health and Building Consulting services | \$ | 2,461.80 | |
| EFT11321 | 11/09/2023 | Interfire Agencies | Quick Release boots | \$ | 220.97 | |
| EFT11322 | 11/09/2023 | Initial Hygiene | Sanitary bin contract per month x3 months | \$ | 1,554.93 | |
| EFT11323 | 11/09/2023 | Joelectrics | Connect dishwasher and glass washer, replace fluro lights | \$ | 1,322.97 | |
| EFT11324 | 11/09/2023 | Lloyd's Earthmoving & Garden Supplies | Supply Woodchips | \$ | 1,040.00 | |
| EFT11325 | 11/09/2023 | Lite n' Easy | HCPL3-Provision of Lite n Easy meals | \$ | 289.00 | Fully Funded |
| EFT11326 | 11/09/2023 | Local Government Professionals | Associate Membership - CRC Coordinator | \$ | 531.00 | |
| EFT11327 | 11/09/2023 | Marda Property Care | Gardening services | \$ | 1,397.50 | |
| EFT11328 | 11/09/2023 | Officeworks Midland | IPhone for Short Stay After Hours and ergonomic chair for staff | \$ | 1,162.90 | |
| EFT11329 | 11/09/2023 | Practical Products | Washtech Dishwasher for DCC | \$ | 13,041.60 | |
| EFT11330 | 11/09/2023 | SRivers Plumbing & Gas | Plumb in dishwasher at DCC | \$ | 461.46 | |
| EFT11331 | 11/09/2023 | Rural Ranger Services | Ranger Services - Aug23 | \$ | 787.82 | |
| EFT11332 | 11/09/2023 | Star Track Express Pty Ltd | Freight | \$ | 54.29 | |
| EFT11333 | 11/09/2023 | Sheridan's | New staff name badges | \$ | 408.10 | |

| | | | | | | |
|----------|------------|---|--|----|------------|-----------------------|
| EFT11334 | 11/09/2023 | Shred-X Pty Ltd | Paper Shredding | \$ | 113.44 | |
| EFT11335 | 11/09/2023 | Team Global Express | Freight | \$ | 290.10 | |
| EFT11336 | 11/09/2023 | Total Tools Midland | Gas hose | \$ | 63.95 | |
| EFT11337 | 11/09/2023 | Tourism Council WA | Annual Membership Renewal | \$ | 528.00 | |
| EFT11338 | 11/09/2023 | Ray's Auto Mech & Engineering Services | Fittings for air compressor | \$ | 121.14 | |
| EFT11339 | 11/09/2023 | Goomalling Pharmacy | HCPL4 - Supply incontinence products | \$ | 1,200.00 | Fully Funded |
| EFT11340 | 11/09/2023 | Wallis Computer Solutions | Its Gold CRC Annual licence | \$ | 8,802.20 | |
| EFT11341 | 11/09/2023 | Zone 50 Engineering Surveys Pty Ltd | Survey services for Koorda-Wongan Hills Road, Dowerin-Kalannie Road, Dowerin-Koorda Road, Bailey East West and Moonijin East Roads | \$ | 28,831.00 | Part Funded |
| EFT11342 | 18/09/2023 | Bunnings Group Limited | 2 X Storage Containers 4 X rakes | \$ | 197.41 | |
| EFT11343 | 18/09/2023 | C&F Building Approvals | Monthly reporting for August 2023 | \$ | 440.00 | |
| EFT11344 | 18/09/2023 | Country Copiers | Meter reading 06/8/23 to 07/9/23 | \$ | 838.44 | |
| EFT11345 | 18/09/2023 | Dun Direct Pty Ltd | Bulk Diesel 10000L less credit applied | \$ | 2,878.92 | |
| EFT11346 | 18/09/2023 | Dowerin Tyre & Exhaust | Supply & fit 4 x new drive tyres to 120M grader (P702) | \$ | 8,018.00 | |
| EFT11347 | 18/09/2023 | Dowerin Community Club | Food and refreshment for CEO Community Farewell | \$ | 1,135.00 | |
| EFT11348 | 18/09/2023 | Eastern Hills Chainsaws & Mowers | Various minor plant purchases (Pole Pruner, Wide Brushcutter, Chainsaw, Atom Edger, Buffalo Prom | \$ | 7,154.25 | |
| EFT11349 | 18/09/2023 | Benjamin Forbes | Reimburse - Quadlock Dash Mount | \$ | 107.96 | |
| EFT11351 | 18/09/2023 | G & C Glass | Replace broken window at the Stewart St toilets | \$ | 330.00 | |
| EFT11352 | 18/09/2023 | Hersey's Safety Pty Ltd | Supply consumables for depot | \$ | 681.47 | |
| EFT11353 | 18/09/2023 | NEWROC (North Eastern Wheatbelt Organisation of Councils) | NEWROC - Annual membership fee | \$ | 14,300.00 | |
| EFT11354 | 18/09/2023 | Office Of The National Rail Safety Regulator | Annual regulatory fees 2023/2024 | \$ | 88.00 | |
| EFT11355 | 18/09/2023 | SRivers Plumbing & Gas | SSA install Fire Hose reel | \$ | 3,206.60 | |
| EFT11356 | 18/09/2023 | Westrac Equipment | Supply 16 X 1U-3252 Tips | \$ | 1,122.18 | |
| EFT11357 | 18/09/2023 | WA HINO SALES & SERVICE | New Hino Purchase | \$ | 120,033.04 | |
| EFT11358 | 18/09/2023 | Wallis Computer Solutions | Set up new staff member - It's Gold | \$ | 650.20 | |
| EFT11359 | 19/09/2023 | Linley Dreghorn | Reimburse - Parking for CD Conference | \$ | 131.11 | |
| EFT11360 | 19/09/2023 | AUSTRALIAN MOBILITY EQUIPMENT | HCPL4- Trivida Carbon Wheel with Triatec technology | \$ | 7,584.00 | Fully Funded |
| EFT11361 | 19/09/2023 | Courtney's Cleaning | Domestic assistance and travel | \$ | 758.80 | Fully Funded |
| EFT11362 | 19/09/2023 | Benjamin Forbes | Reimburse -Unleaded fuel for garden equipment | \$ | 94.93 | |
| EFT11363 | 19/09/2023 | Lite n' Easy | HCPL3-Provision of Lite n Easy meals | \$ | 262.14 | Fully Funded |
| EFT11364 | 19/09/2023 | Comfort Style Furniture & Bedding | Zeek epic L/single adjustable base and bedding | \$ | 6,215.60 | Fully Funded |
| EFT11365 | 19/09/2023 | Payless Promotions | Cooler bags for the Dowerin Butcher | \$ | 727.10 | Costs Recovery |
| EFT11366 | 19/09/2023 | Wheatbelt Furniture and Homewares | HCPL4 - Purchase of a Zeek Bed frame and bedding | \$ | 5,494.00 | Fully Funded |
| EFT11367 | 21/09/2023 | JLT Risk Solutions Pty Ltd | Salary Continuance - Insurance Premium 23-24 | \$ | 2,662.11 | |
| EFT11368 | 21/09/2023 | LGIS WA | Annual Insurance 23/24 | \$ | 217,892.00 | |
| EFT11369 | 22/09/2023 | Safemaster Safety Products Pty Ltd | Carry out recertification inspection on Short Stay Accommodation roof anchor points | \$ | 760.00 | |
| EFT11370 | 22/09/2023 | Avon Concrete | Supply Culvert Installs as per RFQ2023-04 for Dowerin Koorda Road RCR025 | \$ | 10,120.00 | Part Funded |
| EFT11371 | 22/09/2023 | Courtney's Cleaning | Domestic assistance and travel | \$ | 673.60 | Fully Funded |

| | | | | | | |
|----------|------------|--|---|-----------|-------------------|-----------------------|
| EFT11372 | 22/09/2023 | Bunnings Group Limited | Supply Lockwood 530 Digital DX Entrance Set for Field Days Office door BM044 | \$ | 360.78 | |
| EFT11373 | 22/09/2023 | BriJarCass Security | Mr P B Provide Domestic Assistance | \$ | 115.50 | Fully Funded |
| EFT11374 | 22/09/2023 | Corsign WA | Supply rural lot number sign | \$ | 31.35 | |
| EFT11375 | 22/09/2023 | Dowerin Tyre & Exhaust | Supply & fit 4 X new tyres to Prado D0 | \$ | 2,248.00 | |
| EFT11376 | 22/09/2023 | Holberton Earthmoving | Carry out maintenance grading on Metcalf Rd as per panel tender T2023-01 | \$ | 913.00 | |
| EFT11377 | 22/09/2023 | Sheree Lowe | Facilitation, materials and travel for the delivery of the Dowerin Community Art Workshops. | \$ | 1,282.40 | |
| EFT11378 | 22/09/2023 | LG Best Practices Pty Ltd | Bank Reconciliation Improvements - July 22 - March 23 | \$ | 13,530.00 | |
| EFT11379 | 22/09/2023 | Petchell Mechanical | Attend breakdown and replace burst hydraulic hose | \$ | 3,827.07 | |
| EFT11380 | 22/09/2023 | Perth Laundry Equipment | Washer and dryer rental - 22/09/23-21/10/23 | \$ | 419.46 | |
| EFT11381 | 22/09/2023 | SRivers Plumbing & Gas | Supply & install new hot water system at Shire Admin building | \$ | 1,200.00 | |
| EFT11382 | 22/09/2023 | Rural Ranger Services | Ranger Services 12/09/2023 & 14/09/2023 | \$ | 638.11 | |
| EFT11383 | 22/09/2023 | Enviroline Group | Supply hose & fitting for sewer jetter Ranger R50 | \$ | 883.81 | |
| EFT11384 | 22/09/2023 | Team Global Express | Freight | \$ | 96.47 | |
| EFT11385 | 22/09/2023 | Vestone Capital Pty Limited | Equipment rental - 03/07/23-01/10/23 & 02/10/23-31/12/23 | \$ | 1,346.42 | |
| EFT11386 | 22/09/2023 | WA Local Government Association | Annual Subscription - GE Country Zone 23/24 | \$ | 1,650.00 | |
| EFT11387 | 22/09/2023 | Wongan Hills Pharmacy | HCPL3- Webster packs and incontinence aids | \$ | 37.98 | Fully Funded |
| EFT11388 | 22/09/2023 | Wallis Computer Solutions | Merger with CRC - work carried out outside of quote | \$ | 3,597.09 | |
| EFT11389 | 28/09/2023 | Courtney's Cleaning | HCPL3 - Mr B N Domestic Assistance - travel | \$ | 779.20 | Costs Recovery |
| EFT11390 | 28/09/2023 | BriJarCass Security | Domestic assistance for PB | \$ | 115.50 | |
| EFT11391 | 28/09/2023 | Dowerin & Districts Farmshed | Various purchases - Cleaning Supplies, work boots, plants | \$ | 2,328.65 | Fully Funded |
| EFT11392 | 28/09/2023 | G & C Glass | Replace toilet windows with full length glass (no flyscreen) | \$ | 869.00 | |
| EFT11393 | 28/09/2023 | Holberton Earthmoving | Carry out maintenance grading on Rabbit Proof Fence Rd | \$ | 18,298.50 | |
| EFT11394 | 28/09/2023 | Lite n' Easy | HCPL3-Provision of Lite n Easy meals | \$ | 524.98 | Fully Funded |
| EFT11395 | 28/09/2023 | Newground Water Services Pty Ltd | Carry out quarterly maintenance checks on oval reticulation systems | \$ | 2,067.78 | |
| EFT11396 | 28/09/2023 | RI Trepp | Reimburse - Parking at Local Govt Convention | \$ | 25.00 | |
| EFT11397 | 28/09/2023 | Ray's Auto Mech & Engineering Services | Supply 15L of Biobreak for DCC grease trap | \$ | 259.60 | |
| EFT11398 | 28/09/2023 | Wheatbelt Podiatry | Podiatry Consultation x 2 | \$ | 240.00 | Fully Funded |
| | | | | \$ | 603,739.00 | |

Direct Debits

| | | | | | |
|-----------|------------|--------------------------|---------------------------------|----|----------|
| DD12624.1 | 04/09/2023 | Wesfarmers Kleenheat Gas | Bulk LPG SSA | \$ | 81.88 |
| DD12626.1 | 04/09/2023 | Telstra Limited | Directory Charges | \$ | 1,230.68 |
| DD12628.1 | 04/09/2023 | Water Corporation | Water usage and service charges | \$ | 1,791.04 |

| | | | | | |
|-----------|------------|---|--|-----------|------------------|
| DD12653.1 | 06/09/2023 | Synergy | Electricity supplied 20/07/23-16/08/23 | \$ | 2,334.54 |
| DD12658.1 | 07/09/2023 | Xenex Systems Pty Ltd | VoIP Phone system | \$ | 460.41 |
| DD12663.1 | 18/09/2023 | Resonline Pty Ltd | Room Manager August 2023 | \$ | 242.00 |
| DD12663.2 | 15/09/2023 | Telstra Limited | Calls & usage to 26/8/23 | \$ | 573.37 |
| DD12673.1 | 04/09/2023 | Shire of Dowerin - Visa Payments | Various credit expenses - August 2023 (refer to statement) | \$ | 3,937.88 |
| DD12680.1 | 22/09/2023 | Synergy | Electricity Supply - 25/07/2023 - 24/08/2023 | \$ | 2,100.76 |
| DD12681.1 | 13/09/2023 | Synergy | Electricity Hilda Street - 04/01/2023-24/07/2023 | \$ | 257.05 |
| DD12681.2 | 21/09/2023 | Synergy | Street Lighting - 28/07/2023-27/08/2023 | \$ | 640.20 |
| DD12681.3 | 21/09/2023 | Wesfarmers Kleenheat Gas | Bulk LPG August 2023 | \$ | 378.82 |
| DD12687.1 | 28/09/2023 | National Australia Bank | NAB Connect Fees for July | \$ | 37.99 |
| DD12689.1 | 29/09/2023 | Telstra Limited | TIMS 10/09/23 - 09/10/23 | \$ | 75.98 |
| DD12697.1 | 13/09/2023 | Precision Administration Services Pty Ltd | Superannuation - PP 12/9/23 | \$ | 8,614.47 |
| DD12699.1 | 27/09/2023 | Precision Administration Services Pty Ltd | Superannuation - PP26/9/23 | \$ | 6,681.68 |
| DD12708.1 | 29/09/2023 | National Australia Bank | Account Fees | \$ | 1,501.03 |
| DD12710.1 | 14/09/2023 | National Australia Bank | NAB Connect Fees June 2023 | \$ | 33.99 |
| DD12712.1 | 13/09/2023 | National Australia Bank | FEES | \$ | 5.00 |
| | | | | \$ | 30,978.77 |

Payroll

| | | | | |
|---------|---------|-------------|-----------|-------------------|
| 13.9.23 | Payroll | PPE 12/9/23 | \$ | 78,065.89 |
| 27.9.23 | Payroll | PPE 26/9/23 | \$ | 47,992.02 |
| | | | \$ | 126,057.91 |

SUMMARY

| | | | | |
|---------------|---------------|--|-----------|-------------------|
| EFT | 11305 - 11398 | | \$ | 603,739.00 |
| Direct Debits | | | \$ | 30,978.77 |
| Payroll | | | \$ | 126,057.91 |
| | | | | |
| | | | \$ | 760,775.68 |



August 2023

Date: 4/09/2023

Voucher:

Amount in words:

Three thousand nine hundred and thirty seven dollars and eighty eight cents

\$ 3,937.88

Dr to.

NAB VISA D89

MUNICIPAL FUND

CEO

We hereby certify in accordance with "The Local Government Act 1995" and Local Government (Financial Management) Regulations that the work as specified below has been duly and faithfully performed and approved.

Recommended by the Finance Committee

[illegible]

NOTE - It is Essential for Audit Purpose that Full Particulars be inserted in this Form.

CERTIFIED SPECIAL EMERGENCY PAYMENT PRESIDENT

R. Lepp



Statement for

NAB Business Visa

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001
Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &
AEDT Saturday and Sunday
Fax 1300 363 658

Lost & Stolen cards: 1800 033 103 (24 hours within Australia only)



053/2808

DOWERIN SHIRE
PO BOX 111
DOWERIN WA 6461

Statement Period

29 July 2023 to 29 August 2023

Company Account No:

4557 0498 0002 7159

Facility Limit:

\$16,000

Your Account Summary

| | |
|---|----------------------|
| Balance from previous statement | \$2,680.83 DR |
| Payments and other credits | \$2,680.83 CR |
| Purchases, cash advances and other debits | \$3,919.88 DR |
| Interest and other charges | \$18.00 DR |
| Closing Balance | \$3,937.88 DR |

**YOUR DIRECT DEBIT PAYMENT OF \$3,937.88 WILL BE
CHARGED TO ACCOUNT 000086608- 0000480807363 ON
04/09/2023 AS PER OUR AGREEMENT.**

0001246 241/4557049800027159 / E-2808 S-10255 I-20509

see reverse for transaction details



Statement for

NAB Business Visa

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001
Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &
AEDT Saturday and Sunday
Fax 1300 363 658
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Attachment 11.2A

Cardholder Details

Cardholder Name: MRS REBECCA LOUISE MCCALL
Account No: 4557 0455 3794 2934
Statement Period: 29 July 2023 to 29 August 2023
Cardholder Limit: \$10,000

Transaction record for: MRS REBECCA LOUISE MCCALL

| Date | Amount A\$ | Details | Explanation | Amount NOT subject to GST | Amount subject to GST | GST component (1/11th of the amount subject to GST) | Reference |
|----------------------------------|-----------------|-----------------------------|---------------|---------------------------------|-----------------------------|--|-------------|
| 31 Jul 2023 | \$31.10 | SHIRE DOWERIN DOWERIN | | | | | 01002422404 |
| 1 Aug 2023 | \$41.20 | Bear Pantry Dowerin | | | | | 74773883212 |
| 2 Aug 2023 | \$775.00 | EXETEL PTY LTD NORTH SYDNEY | | | | | 74564723213 |
| 3 Aug 2023 | \$111.31 | PUMA DOWERIN MAHOMETS FLAT | | | | | 74211983214 |
| 29 Aug 2023 | \$9.00 | CARD FEE | | | | | 74557043241 |
| Total for this period | \$967.61 | | Totals | | | | |

Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature:

Date:

19/9/2023



Statement for
NAB Business Visa

Attachment 11.2A

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001
Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &
AEDT Saturday and Sunday
Fax 1300 363 658
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Cardholder Details

Cardholder Name: MR AARON GARTH WOOLDRIDGE
Account No: 4557 0455 3822 0801
Statement Period: 29 July 2023 to 29 August 2023
Cardholder Limit: \$5,000

Transaction record for: MR AARON GARTH WOOLDRIDGE

| Date | Amount A\$ | Details | Explanation | Amount NOT subject to GST | Amount subject to GST | GST component (1/11th of the amount subject to GST) | Reference |
|----------------------------------|-------------------|------------------------------------|---------------|---------------------------------|-----------------------------|--|-------------|
| 1 Aug 2023 | \$46.50 | SHIRE DOWERIN DOWERIN | | | | | 00749210385 |
| 9 Aug 2023 | \$28.99 | ADOBE ACROPRO SUBS Sydney | | | | | 74773883219 |
| 14 Aug 2023 | \$531.00 | LOCAL GOVERNEMENT MANA MT HAWTHORN | | | | | 74940523223 |
| 14 Aug 2023 | \$443.74 | Crown Promenade Perth Burswood | | | | | 74773883223 |
| 16 Aug 2023 | \$1,644.50 | RCPA WA BIBRA LAKE | | | | | 01557199097 |
| 17 Aug 2023 | \$28.99 | ADOBE ACROPRO SUBS Sydney | | | | | 74773883227 |
| 21 Aug 2023 | \$95.50 | PUMA DOWERIN MAHOMETS FLAT | | | | | 74211983231 |
| 24 Aug 2023 | \$142.05 | DEPARTMENT OF TRANSPOR PERTH | | | | | 74940523234 |
| 29 Aug 2023 | \$9.00 | CARD FEE | | | | | 74557043241 |
| Total for this period | \$2,970.27 | | Totals | | | | |

Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature:

Date:

11-9-23

NOVEMBER 5TH 2021



3.12

PUBLIC NOTICE: SHIRE OF DOWERIN

PROPOSED NEW LOCAL LAWS

Notice is given that the Shire of Dowerin proposes to make the following local laws:

- Activities in Thoroughfares and Public Places and Trading Local Law 2021
- Cemeteries Local Law 2021
- Fencing Local Law 2021
- Meeting Procedures Local Law 2021

The purpose and effect of the proposed local laws are as follows:

| | |
|---|---|
| Activities in Thoroughfares and Public Places and Trading Local Law 2021 Purpose: To provide for the regulation, management and control of activities in thoroughfares and public places throughout the district. Effect: To establish the requirements with which any persons using or in thoroughfares and public property within the district, must comply. | Cemeteries Local Law 2021 Purpose: To provide for the regulation, management and control of activities in the Dowerin and Minnivale Cemeteries (Reserves 16736 and 14985) located in the district. Effect: To establish the requirements with which any persons using the Dowerin and Minnivale Cemeteries, must comply. |
| Fencing Local Law 2021 Purpose: To prescribe a sufficient fence and building standards of fences throughout the district. Effect: To establish the minimum requirements for fencing within the district. | Meeting Procedures Local Law 2021 Purpose: To provide rules and guidelines which apply to the conduct of meetings of the Council and its committees and to meetings of electors. Effect: To provide for a. better decision-making by the Council and its committees; b. the orderly conduct of meetings; c. a better understanding of the process of conducting meetings; and d. the more efficient and effective use of time at meetings. |

A copy of the proposed local laws may be inspected at or obtained from the Shire of Dowerin, 13 Cottrell Street Dowerin WA 6461, between the hours 8.30am and 4.00pm Monday to Friday or may be viewed on the Shire's website www.dowerin.wa.gov.au.

Written submissions about the proposed local laws may be made to the Chief Executive Officer, Shire of Dowerin PO Box 111 Dowerin WA 6461 or by email to Linley Dregghorn, Executive and Governance Officer at ldregghorn@dowerin.wa.gov.au by Friday 17 December 2021.

Rebecca McCall
CHIEF EXECUTIVE OFFICER



Russell Holleley

From: Chris Meakins <kaoselectrical@hotmail.com>
Sent: Thursday, 28 September 2023 7:56 AM
To: Russell Holleley
Subject: Office spit aircons

Gday mate price to install 2.5kw Mitsubishi Heavy industries split systems to side offices with condensate pumps and extra piping to outside wall will be \$2916 inc gst per unit
there will be a price increase next month some time on units . cost to disconnect and remove old unit on roof will be \$308 inc gst - ceiling units will remain in place at this point and will require extra cost to remove at later date when ceiling work is being done .

Thanks

Kaos



QUOTE

Shire Of Dowerin Office

Date
19 May 2023

Expiry
31 Jul 2023

Quote Number
QU-0165

ABN
11 659 682 505

Lloyd's Aircon and Solar
PTY LTD
75 Duke Street Northam,
WA 6401
steven@lloydsaircon.com
.au
Phone: 0488 099 536
Refrigeration License
Number: AU48474
Electrical License
Number: EW179368

| Description | Quantity | Unit Price | GST | Amount AUD |
|---|----------|------------|-----|-----------------|
| 2.5 Kw Cassette Kit | 2.00 | 1,812.80 | 10% | 3,625.60 |
| Normal installation rate | 2.00 | 660.00 | 10% | 1,320.00 |
| Additional split installation materials | 24.00 | 71.50 | 10% | 1,716.00 |
| Roof Bracket | 2.00 | 231.00 | 10% | 462.00 |
| Labour Tradesman and apprentice | 8.00 | 165.00 | 10% | 1,320.00 |
| Travel rate | 140.00 | 1.65 | 10% | 231.00 |
| Decommissioning of a unit | 2.00 | 396.00 | 10% | 792.00 |
| INCLUDES GST 10% | | | | 860.60 |
| TOTAL AUD | | | | 9,466.60 |