



SHIRE OF
DOWERIN
TIN DOG TERRITORY

AGENDA

Ordinary Council Meeting

To be held in Council Chambers
13 Cottrell Street, Dowerin WA 6461
Tuesday 19 December 2023
Commencing 2.00pm





NOTICE OF MEETING

Dear Elected Members,

The next Ordinary Meeting of Council of the Shire of Dowerin will be held on Tuesday 19 December 2023 in the Shire of Dowerin Council Chambers, 13 Cottrell Street, Dowerin. The format of the day will be:

2.00pm	Council Meeting
Followed by	Council Workshop

David Singe
Chief Executive Officer
14 December 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 19 December 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 Ian Rackham with a minutes silence.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr RI Trepp	President
Cr NP McMorran	Deputy President
Cr WG Allsopp	
Cr DP Hudson	
Cr AJ Metcalf	
Cr JC Sewell	
Cr BA Ward	

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:

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

6. Petitions and Presentations

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

7.1 Ordinary Council Meeting held on 21 November 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 21 November 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

8.1 Australia Day Honours Committee Meeting held on 7 December 2023

[Attachment 8.1A](#)

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation - 8

That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Local Emergency Management Committee Meeting held on 7 December 2023, as presented in Attachment 8.1A, be received by Council.

9. Recommendations from Committee Meetings for Council Consideration

9.1 Australia Day Honours Committee Recommendation(s)

9.1.1 Award Nominations - Community Citizen of the Year

Refer to Australia Day Honours Committee Meeting Minutes dated 7 December 2023

Voting Requirements

Simple Majority Absolute Majority

Committee Recommendation 9.1.1

That the Australia Day Honours Committee recommends to Council that * be awarded the 2024 Citizen of the Year Award, to be announced and presented on Friday 26 January 2024 at the Australia Day Breakfast.

9.1.2 Award Nominations – Senior Community Citizen of the Year (65 years and over)

Refer to Australia Day Honours Committee Meeting Minutes dated 7 December 2023

Voting Requirements

Simple Majority Absolute Majority

Committee Recommendation 9.1.2

That the Australia Day Honours Committee recommends to Council that * be awarded the 2024 Senior Community Citizen of the Year Award, to be announced and presented on Friday 26 January 2024 at the Australia Day Breakfast.

9.1.3 Award Nominations – Active Citizen of the Year (community group or event)

Refer to Australia Day Honours Committee Meeting Minutes dated 7 December 2023

Voting Requirements

Simple Majority Absolute Majority


Committee Recommendation 9.1.3

That the Australia Day Honours Committee recommends to Council that * be awarded the 2024 Active Citizen of the Year Award, to be announced and presented on Friday 26 January 2024 at the Australia Day Breakfast.

10. Announcements by the President Without Discussion

11. OFFICER'S REPORTS – CORPORATE AND COMMUNITY SERVICES

11.1 Financial Activity Statements

<h1 style="color: red;">Corporate and Community Services</h1>		 <p>SHIRE OF DOWERIN TIN DOG TERRITORY</p>
Date:	14 December 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 November 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 November 2023, as presented in Attachment 11.1A.

11.2 List of Accounts Paid	
<h1>Corporate & Community Services</h1>	
 SHIRE OF DOWERIN TIN DOG TERRITORY	
Date:	14 December 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 November 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 – November 2023	
EFT 11553 to EFT 11681	\$527,408.34
Direct Debit: Synergy	\$6,495.44
Direct Debit: National Australia Bank Fees	\$514.68
Direct Debit: Water Corporation	\$14,756.30
Direct Debit: Telstra	\$1,472.53
Direct Debit: Wesfarmers Kleenheat Gas	\$127.03
Direct Debit: Western Australian Treasury Corporation	\$20,716.27
Direct Debit: Gull Motorcharge Limited	\$242.47
Direct Debit: Xenex Systems Pty Ltd	\$455.02
Direct Debit: Exetel Pty Ltd	\$560.00
Direct Debit: Visa Payments	\$5,926.70
Direct Debit: Superannuation	\$13,408.58
PPE November 2023 - Wages	\$52,222.69
PPE November 2023 - Wages	\$46,989.58
TOTAL	\$691,295.63

12. OFFICER'S REPORTS – GOVERNANCE AND COMPLIANCE

12.1 Development Application – 46 Stacy Street, DOWERIN

Governance & Compliance



Date:	10 December 2023
Location:	46 Stacy Street, DOWERIN 6461
Responsible Officer:	David Since, 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:	N/A

Purpose of Report



Executive Decision



Legislative Requirement

Summary

The Council is in receipt of a planning application, seeking council approval to temporarily store a Sea Container at 46 Stacy Street Dowerin, for 12-month period to store personal belongings whilst the applicant demolishes the existing shed and applies and constructs a new shed.

An application for the new shed has not been received and is not assessed as part of this application.

These temporary works to store a shipping container to be used as storage facility are permissible under Schedule 2, Part 7, Clause 61 (1(17)) and (2(f)) of the Planning and Development (Local Planning Schemes) Regulations 2015. Under the regulations the use must cease after 12 months.

Description of Proposal

The applicant is proposing to place a temporary Sea Container to be used for personal storage until a new shed has been placed the proposed concept for the temporary storage works, under Schedule 2, Part 7, Clause 61 (1(17)) and (2(f)) of the *Planning and Development (Local Planning Schemes) Regulations 2015* allows a local government to consider any proposed works and use as temporary. Under the Regulations this clause can only be applied for a period not exceeding 12 months and is subject to endorsement from the local government.

The development is located at 46 Stacy Street, DOWERIN 6461, and is currently zoned 'Residential' under the Local Planning Scheme 'Shire of Dowerin Scheme No 2'. The Rural Zone objectives are as follows:

The objectives are:

- To provide for predominantly residential development with a variety of housing to meet the needs of different household types through the application of the Residential Design Codes of Western Australia.
- Non-residential uses shall be compatible in character, scale, and operation with the predominant residential use.

- A non-residential use shall only be permitted if the use does not detract from the amenity of the area.



FIGURE 1 & 2 - SITE LOCATION

Consultation

Laura Pikoss, HBP Services WA
Kahli Rose, Executive & Governance Officer

Policy Implications

Sea containers and Similar Storage Containers, Shire of Dowerin [Local_Planning_Policies.pdf \(dowerin.wa.gov.au\)](#)

Policy

1. All sea containers and other similar structures proposed to be located within the Shire require a Development Application to be submitted for assessment and approval by Council prior to locating a sea container on-site with the exception of sea containers located on General Industry and Rural zones.
2. This policy is based on sea containers up to 6 metres (20 feet) in length for Residential, Townsite, Commercial, Light Industry and Rural Residential zones and up to 12 metres (40 feet) in length for General Industry and Rural zones. Container(s) larger than this may need to satisfy additional requirements.
3. Sea containers and other similar structures used for temporary storage during the conduct of building works will be exempt from these requirements, provided that the following criteria are achieved:
 - a. The structure is only being used for the secure storage of materials, plant, machinery or building equipment on a building site;
 - b. The building site has a current Development Approval and/or Building Permit;
 - c. Construction works are actively being undertaken on the site and do not lapse for any period greater than 60 days;
 - d. The structure does not impact on pedestrian or vehicle movements in any way or obstruct vehicle sight lines;
 - e. The structure may not be permitted on the building site for a period longer than 6 months, unless the special approval of Council is obtained; and
 - f. The structure is removed from the building site immediately following the completion of the building works.

Strategic Implications

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Implications

Schedule 2, Part 7, Clause 61 (1(17)) and (2(f)) of the *Planning and Development (Local Planning Schemes) Regulations 2015* allows a local government to consider any proposed works and use as temporary. Under the Regulations this clause can only be applied for a period not exceeding 12 months and is subject to endorsement from the local government.

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.

Financial Implications

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

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation - 12.1

That Council grant Planning Approval as the proposal is for a 12-month period. The sea container to be fully removed thereafter.

CONDITIONS

- 1. Sea Container to be placed inside the lot boundary, behind the dwelling.**
- 2. An outbuilding development application to be submitted to council within 60 days of grating the temporary development application for the Sea container as per Sea Container Policy.**
- 3. All infrastructure the subject of this temporary approval shall cease to be used at the end of the temporary approval term, shall be removed from the land in its entirety within 28 days of expiry of the approval term including reinstatement of the land to its pre-development condition as far as possible.**

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.

12.2 Development Application – 325 Hesford Road, HINDMARSH

Governance & Compliance



Date:	10 December 2023
Location:	Lot 11204 (325) Hesford Road, HINDMARSH
Responsible Officer:	David Singe, 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

The Council has received a planning application for the demolition of the current cottage and the construction of a new 4-bedroom, 2-bathroom dwelling, in accordance with the Shire of Dowerin Town Planning Scheme 2.

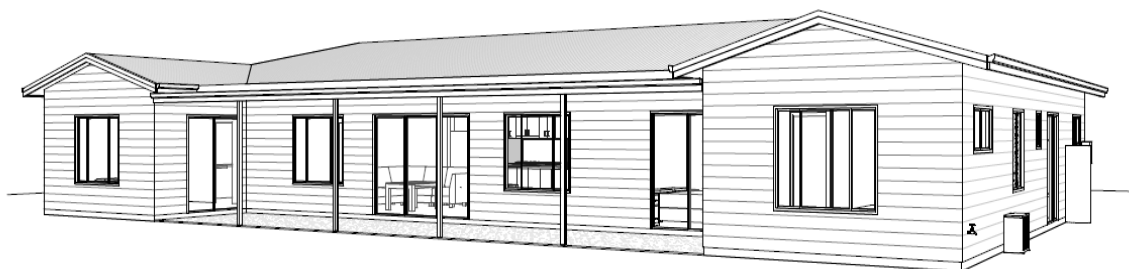
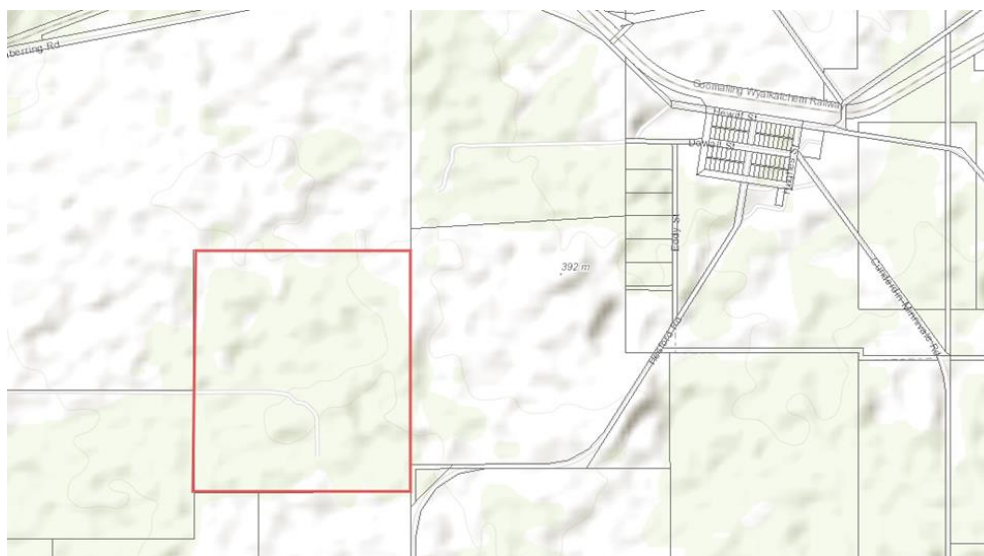
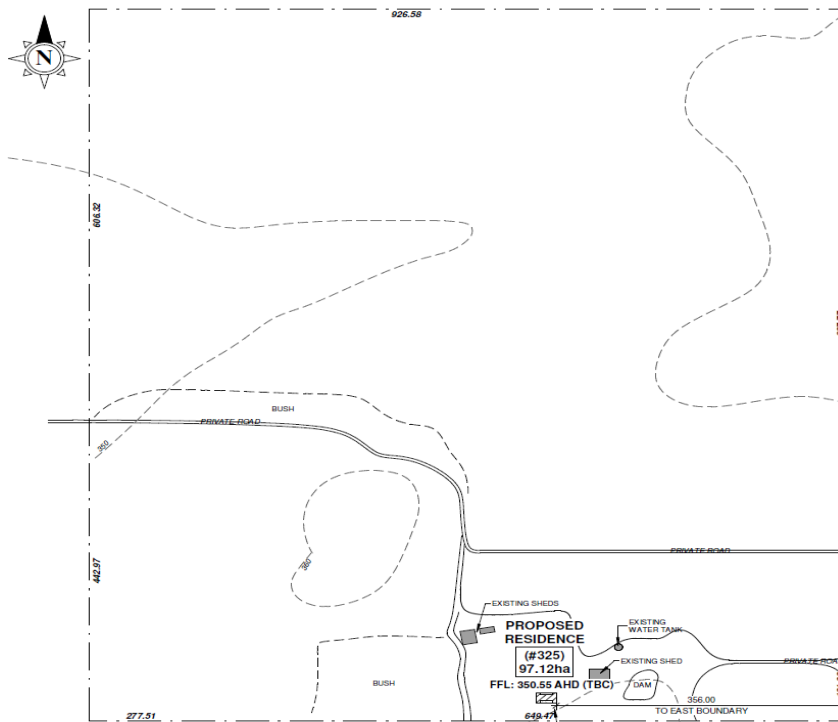
The council will thoroughly evaluate the proposal's environmental impact and its adherence to regulations. The decision made will be aligned with community interests and aimed at fostering sustainable agricultural growth in the region.

Description of Proposal

The demolition of the current cottage and its replacement with a four-bedroom, two-bathroom dwelling are proposed for a lot that includes sheds and other outbuilding structures. A recent bushfire planning report has identified a Bush Fire Attack Level of 12.5, in accordance with State Planning Policy 3.7. This pertains to Lot 11204 (#325) Hesford Road, HINDMARSH, which is presently zoned as 'Rural' under the Local Planning Scheme, specifically 'Shire of Dowerin Scheme No 2.' The objectives of the Rural Zone 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 diversification of rural activities that will reduce the dependency of the rural sector on traditional crops.

Site and Location



Consultation

Laura Pikoss, HBP Services WA
 Kahli Rose, Executive & Governance Officer

Policy Implications

There are no policy implications associated with this application.

Strategic Implications

Strategic Community Plan

Community Priority: Our Infrastructure
 Objective: *Diverse and appropriate housing*
 Reliable Telecommunications
 Community infrastructure
 Outcome: 3
 Reference: 3.4

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Implications

The subject land is in the Rural Zone and the Zoning Table in the Planning Scheme designates dwelling Single house as 'P' means that the use is permitted by the Scheme providing the use complies with the relevant development standards and the requirements of the Scheme.

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

<p>Permissibility (Table 1 – Zoning Table)</p>	<p><i>Table 1 – Zoning Table of LPS 2 qualifies on the subject land is located in the Rural Zone and the Zoning Table in the Planning Scheme designates</i></p> <p><i>Single house as ‘P’ 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> <table border="1" data-bbox="608 439 1377 1099"> <thead> <tr> <th rowspan="2">USE CLASSES</th> <th colspan="7">ZONES</th> </tr> <tr> <th>RESIDENTIAL</th> <th>COMMERCIAL</th> <th>LIGHT INDUSTRY</th> <th>GENERAL INDUSTRY</th> <th>TOWNSITE</th> <th>RURAL RESIDENTIAL</th> <th>RURAL</th> </tr> </thead> <tbody> <tr> <td colspan="8">RESIDENTIAL USES</td> </tr> <tr> <td>Aged or Dependent Persons Dwelling</td> <td>D</td> <td>X</td> <td>X</td> <td>X</td> <td>A</td> <td>X</td> <td>X</td> </tr> <tr> <td>Caretaker’s Dwelling</td> <td>X</td> <td>D</td> <td>D</td> <td>D</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <td>Grouped Dwelling</td> <td>P</td> <td>D</td> <td>X</td> <td>X</td> <td>D</td> <td>X</td> <td>X</td> </tr> <tr> <td>Home Business</td> <td>D</td> <td>D</td> <td>X</td> <td>X</td> <td>D</td> <td>D</td> <td>D</td> </tr> <tr> <td>Home Occupation</td> <td>D</td> <td>D</td> <td>X</td> <td>X</td> <td>D</td> <td>D</td> <td>D</td> </tr> <tr> <td>Home Office</td> <td>D</td> <td>D</td> <td>X</td> <td>X</td> <td>D</td> <td>D</td> <td>D</td> </tr> <tr> <td>Home Store</td> <td>A</td> <td>D</td> <td>X</td> <td>X</td> <td>A</td> <td>D</td> <td>A</td> </tr> <tr> <td>Lodging House</td> <td>A</td> <td>D</td> <td>X</td> <td>X</td> <td>A</td> <td>X</td> <td>X</td> </tr> <tr> <td>Park Home Park</td> <td>X</td> <td>A</td> <td>X</td> <td>X</td> <td>A</td> <td>X</td> <td>X</td> </tr> <tr> <td>Residential Building</td> <td>A</td> <td>X</td> <td>X</td> <td>X</td> <td>A</td> <td>X</td> <td>X</td> </tr> <tr> <td>Rural Home Business</td> <td colspan="7" style="text-align: center;"><i>Deleted by AMD 1 GG 01/08/17</i></td> </tr> <tr> <td>Single House</td> <td>P</td> <td>A</td> <td>X</td> <td>X</td> <td>P</td> <td>P</td> <td style="background-color: yellow;">P</td> </tr> </tbody> </table>	USE CLASSES	ZONES							RESIDENTIAL	COMMERCIAL	LIGHT INDUSTRY	GENERAL INDUSTRY	TOWNSITE	RURAL RESIDENTIAL	RURAL	RESIDENTIAL USES								Aged or Dependent Persons Dwelling	D	X	X	X	A	X	X	Caretaker’s Dwelling	X	D	D	D	X	X	X	Grouped Dwelling	P	D	X	X	D	X	X	Home Business	D	D	X	X	D	D	D	Home Occupation	D	D	X	X	D	D	D	Home Office	D	D	X	X	D	D	D	Home Store	A	D	X	X	A	D	A	Lodging House	A	D	X	X	A	X	X	Park Home Park	X	A	X	X	A	X	X	Residential Building	A	X	X	X	A	X	X	Rural Home Business	<i>Deleted by AMD 1 GG 01/08/17</i>							Single House	P	A	X	X	P	P	P
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Home Business	D	D	X	X	D	D	D																																																																																																																	
Home Occupation	D	D	X	X	D	D	D																																																																																																																	
Home Office	D	D	X	X	D	D	D																																																																																																																	
Home Store	A	D	X	X	A	D	A																																																																																																																	
Lodging House	A	D	X	X	A	X	X																																																																																																																	
Park Home Park	X	A	X	X	A	X	X																																																																																																																	
Residential Building	A	X	X	X	A	X	X																																																																																																																	
Rural Home Business	<i>Deleted by AMD 1 GG 01/08/17</i>																																																																																																																							
Single House	P	A	X	X	P	P	P																																																																																																																	
<p>Definitions</p>	<p><i>Planning and Development (Local Planning Schemes) Regulations 2015:</i></p> <p><i>Single house as per R code: A dwelling standing wholly on its own on its own green title or survey strata lot, together with any easement over adjoining land for support of a wall or for access or services and excluded dwellings on title with areas held in common property.</i></p>																																																																																																																							
<p>Objectives</p>	<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> 																																																																																																																							

<p>Development Standards</p>	<p><i>LPS 2 stipulates the following standards for development in the Rural Zone:</i></p> <p>Notwithstanding the right to develop a single house on an existing lot, residential development in the 'Rural' Zone shall comply with the specific requirements of the Local government, however these shall not be lesser than those specified for the Residential Design Code 'R2'</p> <p>Setbacks as follows:</p> <ul style="list-style-type: none"> • Primary Street: 20m- Complies • Secondary Steet: 10m- Complies • Other/ rear: 10m- compiles • Minimum open space: 80%- Complies
<p>Planning and Development (Local Planning Scheme) Regulations 2015 <i>(Statutory instrument)</i></p>	
<p>Schedule 2; Part 9; Clause 68(2)</p>	<p><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></p>
<p>Schedule 2; Part 9; Clause 76 (1) and (2)</p>	<p><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>
<p>State Planning Policy 3.7 - Planning in Bushfire Prone Areas <i>(Statutory instrument - tied to Planning Regulations)</i></p>	
<p>Generally</p>	<p><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></p>
<p>6.2 Strategic planning proposals, subdivision and development applications</p>	<p><i>Section 6.2 of SPP 3.7 a) states:</i></p> <p><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></p> <p><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></p> <p><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>
<p>Bushfire Attack Level</p>	<p><i>Report has been provided by Bushfire Smart (Nathan Peat) on the 27 September 2023. BAL 12.5</i></p>

Planning Bulletin 111/2016 - Planning in Bushfire Prone Areas

(Guidance document – tied to SPP 3.7)

5. Exemptions

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:

- result in the intensification of development (or land use);*
- result in an increase of residents or employees;*
- 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.*

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.

Financial Implications

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

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation - 12.2

That Council grant Planning Approval for the placement of a single house

CONDITIONS

- All Stormwater to be contained on-site.**
- BAL 12.5 construction**

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:

- 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.**
- Nothing in the approval shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**
- 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.**
- 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.**

13. OFFICER'S REPORTS -ASSETS AND WORKS

13.1 RoadWise Council

<h1>Asset & Works</h1>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	13 December 2023	
Location:	N/A	
Responsible Officer:	Ben Forbes, Asset & Works Coordinator	
Author:	Kahli Rose, Executive & Governance Officer	
Legislation:	Nil	
SharePoint Reference:	N/A	
Disclosure of Interest:	N/A	
Attachments:	Nil	

Purpose of Report

Executive Decision Legislative Requirement

Summary

This item is brought forward for Council to resolve for the Shire of Dowerin to be a RoadWise Council.

Background

The CEO and Asset & Works Coordinator met with Cliff Simpson, Regional RoadWise Coordinator on 5 December 2023, who advised that there is to be a change to the RoadWise Service arrangements and that he was seeking expressions of interest from ten local governments that he will have responsibility for.

In particular, WALGA is allocating only ten local governments to each Road Safety Advisor (there are eight Road Safety Advisors across the State, Mr Simpson has allocated 24 of 138 LGAs) and will allocate a minimum of one full week of his time supporting our Council per quarter, or the equivalent of 20 days across the year.

A RoadWise Council going forward will receive significantly increased support regarding road safety goals. This could be anything from writing proposals, nominations and submissions, road safety management systems, providing advice on best practice road safety, media, policy development and accessing services etc.

As a result of this advice, the Asset & Works Coordinator responded with an expression of interest on the same day advising that the Shire of Dowerin would like to access the revised RoadWise program.

Comment

By becoming a RoadWise Council, the Shire will:

- Demonstrate a commitment to improve road safety outcomes within the community using the resources available;
- Have access to the RoadWise Council logo for use on Shire of Dowerin promotional communications or infrastructure.
- Gain priority access to WALGA's road safety services and products;
- Be eligible for formal recognition for road safety management and actions, including support in benchmarking and monitoring progress of road safety outcomes through the RoadWise Recognised initiative.

The point of contact for the Shire will be the Asset & Works Coordinator.

Consultation

Cliff Simpson, Regional RoadWise Coordinator

David Singe, Chief Executive Officer

Ben Forbes, Asset & Works Coordinator

Policy Implications

Policy 4.3 - Restricted Access Vehicle Policy.

- In essence this policy and its schedules address on what basis RAV can access Shire roads and the requirements to operate in a safe manner.

Statutory Implications

Nil

Strategic Implications

Asset Management Plan

N/A

Long Term Financial Plan

N/A

Risk Implications

Risk Profiling Theme	Safety & Security Practices
Risk Category	Property (Plant, Equipment, Buildings)
Risk Description	Substantiated, public embarrassment, moderate impact on community trust or moderate media profile
Consequence Rating	Minor (2)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Moderate (6)
Key Controls (in place)	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring.
Action (Treatment)	Through the Shire’s primary point of contact working closely with the RoadWise Regional Coordinator on appropriate initiatives, this risk is reduced to low/rare.
Risk Rating (after treatment)	Effective

Financial Implications

Nil

Voting Requirements

- Simple Majority
 Absolute Majority

Officer’s Recommendation - 13.1

That, by Absolute Majority, Council accepts the invitation from WALGA to register as a RoadWise Council.

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

15. Elected Members' Motions

16. Matters Behind Closed Doors

16.1 Confidential Item 16.1- Staff - Chief Executive Officer KPI Determination

In accordance with Section 5.23(2)(c) of the *Local Government Act 1995*, Council will go Behind Closed Doors.

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation - 16.1

That, in accordance with Section 5.23(2)(c) of the *Local Government Act 1995*, Council go Behind Closed Doors.

The matter of the Confidential Item - Confidential Item - Staff - Chief Executive Officer KPI Determination.

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation - 16.1

That, in accordance with Section 5.23(1) of the *Local Government Act 1995*, Council come out from Behind Closed Doors.

The President will read aloud the Council Resolution made Behind Closed Doors. This will be reported in the Minutes.

17. Closure



SHIRE OF
DOWERIN
TIN DOG TERRITORY

MINUTES

Ordinary Council Meeting

Held in Council Chambers
13 Cottrell Street, Dowerin WA 6461
Tuesday 21 November 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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15.	Elected Members' Motions
16.	Closure

Shire of Dowerin
Ordinary Council Meeting
Tuesday 21 November 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 Walter 'Wal' Fairlie with a minutes silence.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr RI Trepp	President
Cr NP McMorran	Deputy President
Cr WG Allsopp	
Cr DP Hudson	
Cr AJ Metcalf	
Cr JC Sewell	
Cr BA Ward	

Staff:

Mr D Singe	Chief Executive Officer
Ms K Rose	Executive and Governance Officer

Members of the Public: Ms L Phillips

Apologies: Mr A Wooldridge - Deputy Chief Executive Officer

Approved Leave of Absence: Nil

3. Public Question Time

Ms L Phillips

- Letter – sent to former CEO.
 - Verge clearing & road being redone.
 - Letter to be resent to CEO & Councillors
- Progress update requested for revegetation of Amery gravel pit, and one in the South of Dowerin.
- Woodchips left on the road verge - can these be collected by residents?
- Ongoing concerns regarding the limited amount of vegetation left on the road verges.
- Requests Roadworks Program be published publicly.

L Phillips left the meeting at 4:25pm

4. Disclosure of Interest

Nil

5. Applications for Leave of Absence

Nil

6. Petitions and Presentations

Acknowledgement of donation by the Dowerin Community members to cover the entry fees for the Dowerin Memorial Swimming Pool.

- Dayrell Jennings
- Anne Hoareau
- Ash & Tracy Jones
- Glen Metcalf
- Rick Rackham
- Graham & Sonya Ralph
- WL Richards & Family
- Dowerin Farmshed

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

7.1 Ordinary Council Meeting held on 17 October 2023.

[Attachment 7.1A](#)

7.2 Special Council Meeting held on 2 November 2023.

[Attachment 7.2A](#)

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/ Resolution - 7

Moved: Cr Hudson

Seconded: Cr Ward

0878 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 17 October 2023, as presented in Attachment 7.1A, and the Minutes of the Special Council Meeting held 2 November 2023, as presented in Attachment 7.2A, be confirmed as a true and correct record of proceedings.

CARRIED 7/0

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

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

8.1 Local Emergency Management Committee held on 6 November 2023.

[Attachment 8.1A](#)

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/ Resolution - 8

Moved: Cr Trepp

Seconded: Cr Allsopp

0879 That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the Local Government Act 1995, the Minutes of the Local Emergency Management Committee Meeting held on 6 November 2023, as presented in Attachment 8.1A, be received by Council.

CARRIED 7/0

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

9. Recommendations from Committee Meetings for Council Consideration

Nil

10. Announcements by the President Without Discussion

Nil

D Singe left the meeting at 4:39pm

D Singe returned at 4:40pm

UNCONFIRMED

11. OFFICER'S REPORTS - CORPORATE AND COMMUNITY SERVICES

11.1 Financial Activity Statements

Corporate and Community Services



Date:	14 November 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 October 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/Resolution - 11.1

Moved: Cr ward

Seconded: Cr Hudson

0880 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 October 2023, as presented in Attachment 11.1A.

CARRIED 5/2

For: Cr Trepp, Cr McMorran, Cr Allsopp, Cr Hudson, Cr Ward.

Against: Cr Metcalf, Cr Sewell

UNCONFERMED

11.2 List of Accounts Paid

Corporate & Community Services



Date:	14 November 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 October 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/Resolution - 11.2

Moved: Cr Hudson

Seconded: Cr Allsopp

0881 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 - October 2023	
EFT 11399 to EFT 11552	\$256,539.61
Direct Debit: Synergy	\$4,302.95
Direct Debit: National Australia Bank Fees	\$456.65
Direct Debit: Water Corporation	\$130.24
Direct Debit: Telstra	\$1,163.31
Direct Debit: Wesfarmers Kleenheat Gas	\$3,067.82
Direct Debit: Resonline Room Manager	\$242.00
Direct Debit: Western Australian Treasury Corporation	\$9,853.62
Direct Debit: Department of Justice - Public Trustee	\$83.50
Direct Debit: Gull Motorcharge Limited	\$31.09
Direct Debit: Superannuation	\$14,105.10
PPE October 2023 - Wages	\$54,881.62
PPE October 2023 - Wages	\$51,309.61
TOTAL	\$396,167.12

CARRIED 7/0

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

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

Corporate & Community Services



Date:	08 November 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

0882 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 A224, 21 Hewitt Street, Minnivale, the Shire was made aware that the owners were deceased. No probate application has been made in respect of the deceased's estate and Rates on the property have not been paid since 2020. The Shire's solicitors wrote to a living relative of the deceased who advised that he had no legal interest in the Estate or the Property. Efforts to locate any other living relatives of the deceased have been unsuccessful.

CARRIED 6/1

For: Cr Trepp, Cr McMorran, Cr Allsopp, Cr Hudson, Cr Sewell, Cr Ward.

Against: Cr Metcalf

12. OFFICER'S REPORTS - GOVERNANCE AND COMPLIANCE

12.1 Policy Manual Review – Policy 1.7 – Council Meetings

<h2 style="color: red;">Governance & Compliance</h2>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	15 November 2023	
Location:	Not Applicable	
Responsible Officer:	David Singe, Chief Executive Officer	
Author:	Kahli Rose, Executive & Governance Officer	
Legislation:	<i>Local Government Act 1995; Local Government (Administration) Regulations 1996; Local Government (Rules of Conduct) Regulations 1996; Code of Conduct</i>	
SharePoint Reference:	Organisation/Governance/Council Policies	
Disclosure of Interest:	Nil	
Attachments:	Attachment 12.1A – Policy 1.7 – Council Meetings	

Purpose of Report

Executive Decision Legislative Requirement

Summary

This Item presents the reviewed Policy 1.7 – Council Meetings to Council for consideration and, if satisfactory, adoption.

Background

At its November 2019 meeting Council considered a major review of the 2007 Policy Manual where a significant portion of the manual was rescinded. One of the sections recommended to be retained at that time related to Council itself. The purpose of this was to enable a full review of the policies to be undertaken with the aim to develop an up to date and relevant suite of policies relating to Council and Council Members. This review resulted in the Policy manual currently utilised by the Shire.

Comment

The results of the review propose some amendments to the policies contained within the current Policy Manual. These are included as an Attachment.

The amendments are written in red text, with the strikethrough text showing the proposed deletions. Black text indicates the wording currently contained in the policy. Further comment on the amendments is detailed below:

Policy	Comment
Council Meetings	This policy provides clarity and guidance on the Council meeting dates and times. It essentially formalises the arrangements currently in place. A document control box has also been introduced and as policies are reviewed will be applied to all policies.

Consultation

Nil

Policy Implications

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

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

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

Risk Implications

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

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation/Resolution - 12.1

Moved: Cr Sewell

Seconded: Cr Allsopp

0883

That, by Simple Majority in accordance with Section 2.7 of the Local Government Act 1995, Council adopts the amended Policy 1.7 - Council Meetings, as presented in Attachment 12.1A.

CARRIED 7/0

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

12.2 2024 Ordinary Council Meeting Dates

Governance & Compliance



Date:	14 November 2023
Location:	Not applicable
Responsible Officer:	David Singe, Chief Executive Officer
Author:	Kahli Rose, Executive & Governance Officer
Legislation:	<i>Local Government Act 1995</i>
SharePoint Reference:	Organisation/Governance/Council Meetings
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

- Executive Decision
 Legislative Requirement

Summary

This Item presents the proposed dates for the 2024 Ordinary Council Meetings to Council for consideration and, if satisfactory, adoption.

Background

In accordance with Regulation 12 of the *Local Government (Administration) Regulations 1996* and Policy 1.7 – Council Meetings, at least once each year a local government is to give local public notice of the dates, times, and place at which the Ordinary Meetings of Council are to be held in the next 12 months.

As such, the Shire of Dowerin is required to advertise the meeting dates for the Ordinary Meetings of Council for 2024.

Comment

Since November 2019, Council’s Ordinary Meetings have been held on the third Tuesday of the month commencing at 2.00pm.

Easter 2024 is on Friday 29 March to Monday 1 April, hence the Ordinary Council Meeting will not be affected.

Conducting the Ordinary Meetings of Council on the third Tuesday also avoids conflict with the Field Days therefore, in accordance with Council Policy 1.7 – Council Meetings, and as there has been no suggestion of a need to change the date or time of the Ordinary Meetings, the Officer’s Recommendation suggests that the status quo remain.

Consultation

Nil

Policy Implications

Policy 1.7 – Council Meetings is applicable. The Policy states:

“Ordinary Meetings of Council shall be held on the third Tuesday of each month commencing at 2.00pm.

In accordance with Regulation 12 of the Local Government (Administration) Regulations 1996 the Chief Executive Officer is to present an Item to Council no later than December each year requesting Council confirm the dates for the Ordinary Meetings of Council for the following year.

When considering the Ordinary Meetings of Council dates for the following year, Council will make a determination on whether or not to conduct a meeting in January.”

Policy 1.7 is currently presented for review, with amendments to reflect no meeting of Council in January. Dependent on the Resolution of this item, Council may, or may not, deliberate to hold the January Ordinary Meeting of Council.

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 of the *Local Government (Administration) Regulations 1996* is applicable and states:

“12. Meetings, public notice of (Act s. 5.25(1)(g))

- (1) *At least once each year a local government is to give local public notice of the dates on which and the time and place at which –
 - (a) the ordinary council meetings; and
 - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,are to be held in the next 12 months.*
- (2) *A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).*
- (3) *Subject to subregulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place and purpose of the special meeting.*
- (4) *If a special meeting of a council is to be open to members of the public but, in the CEO's opinion, it is not practicable to give local public notice of the matters referred to in subregulation (3), then the local government is to give public notice of the date, time, place and purpose of the special meeting in the manner and to the extent that, in the CEO's opinion, is practicable.”*

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 Management Framework
Action (Treatment)	Document Governance Framework
Risk Rating (after treatment)	Adequate

Financial Implications

Funds are included in the 2023/24 Budget to cover any costs associated with conducting Council Meetings, and to advertise and promote the dates of Ordinary Council Meetings.

Voting Requirements

Simple Majority Absolute Majority

Officers Recommendation/Resolution - 12.2

Moved: Cr Ward **Seconded:** Cr Sewell

0884 That, in accordance with Regulation 12(1) of the *Local Government (Administration) Regulations 1996*, Council resolves to conduct its 2024 Ordinary Meetings of Council, commencing at 2.00pm, on the following dates:

Tuesday 20 February 2024	Tuesday 20 August 2024
Tuesday 19 March 2024	Tuesday 17 September 2024
Tuesday 16 April 2024	Tuesday 15 October 2024
Tuesday 21 May 2024	Tuesday 19 November 2024
Tuesday 18 June 2024	Tuesday 17 December 2024
Tuesday 16 July 2024	

CARRIED 7/0

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

12.3 Christmas and New Year Opening Hours

Governance & Compliance



Date:	11 November 2023
Location:	Not Applicable
Responsible Officer:	David Singe, Chief Executive Officer
Author:	Kahli Rose, Executive & Governance Officer
Legislation:	Nil
SharePoint Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

- Executive Decision
 Legislative Requirement

Summary

This item seeks a Council resolution to close the Shire of Dowerin Administration Office, Works Depot, Dowerin Home Care Office, and Community Resource Centre for the 2023/24 Christmas/New Year period.

Background

For a number of years the Administration, Depot and DHC (the Offices) have closed during the Christmas/New Year period as it is an extremely quiet period with minimal public visitations and phone enquiries. It is also common for many residents of the Shire to travel elsewhere at this time of year with other businesses also closing.

Comment

The Christmas Day public holiday will be observed on Monday 25 December 2023 with the Boxing Day public holiday being observed on Tuesday 26 December 2023, meaning the Office will be closed on both those days. The New Year's Day public holiday will be observed on Monday 1 January 2024.

It is therefore requested that Office closes from Monday 25 December 2023 to Monday 1 January 2024 inclusive. The Office will reopen as usual on Tuesday 2 January 2024.

The opening times over the Christmas/New Year period will be extensively advertised and circulated in advance.

Consultation

The CEO has undertaken consultation with staff members, and the Senior Management Team.

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: 5.1

Reference: 5.1.2

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	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls (in place)	Nil
Action (Treatment)	Nil
Risk Rating (after treatment)	Adequate

Financial Implications

Staff will be required to take time in lieu, annual leave or accrued rostered days off. These costs are contained within the 2023/24 Budget.

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation/Resolution - 12.3

Moved: Cr Sewell

Seconded: Cr Ward

0885

That Council, by Simple Majority pursuant to Section 3.18 of the Local Government Act 1995, resolves to close the Administration Office for the Christmas/New Year period from Monday 25 December 2023 to Monday 1 January 2024 inclusive, reopening at 8.30am on Tuesday 2 January 2024 with the hours of operation and emergency contacts being advertised to the community.

CARRIED 7/0

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

12.4 Development Assessment Panels – Appointment of Representatives

Governance & Compliance



Date:	14 November 2023
Location:	Not applicable
Responsible Officer:	David Singe, Chief Executive Officer
Author:	Kahli Rose, Executive & Governance Officer
Legislation:	<i>Planning and Development Act 2005</i>
SharePoint Reference:	Organisation/Governance
Disclosure of Interest:	Nil
Attachments:	Attachment 12.4A – Development Assessment Panel Correspondence

Purpose of Report

- Executive Decision Legislative Requirement

Summary

The purpose the Development Assessment Panel (DAP) is to determine development applications within a certain type and value threshold through consistent, accountable, and professional decision-making. This Item presents to Council the opportunity to nominate 2 local DAP members and 2 alternate (or deputy) local DAP members.

Background

The Planning & Development (Development Assessment Panels) Regulations 2011 commenced on 24 March 2011. Part 11A of the Planning & Development Act 2005 which enabled DAP's came into operation the same day.

Previously, Councillors Hudson and Trepp were nominated as members to DAP, with Councillors McMorran and Allsopp as Deputies.

Comment

The Minister must establish and maintain a register of local DAP members. Each local government must nominate 2 local DAP members and 2 alternate (or deputy) local DAP members from its pool of elected members. The Minister then considers nominations received and appoints for a 2-year term.

If, within the 2-year term, a local DAP member is not re-elected, they cannot hold the position of local DAP member.

Local government elections may result in a change to local DAP membership if current Councillors, who are DAP members, are not re-elected. In this instance, the deputy local DAP members will take the place of the former local DAP members. If both local and alternate (deputy) local members are not re-elected, the local government will need to renominate and the Minister to reappoint.

Council should consider the above in selecting nominees as local DAP members.

Once specialist member appointments are finalised by the Minister, each local government will be advised.

Council will need to appoint two Councillors and two deputies for local government members on the Local Development Assessment Panel. The Department of Planning is to train the appointed members.

DAP meetings are utilised to determine development applications within a certain type and value threshold through consistent, accountable, and professional decision-making. DAP only convene when there is a DAP application to be determined. Local government representatives will only sit on the panel when the application(s) being determined by the panel have been made under their local planning scheme, and the likelihood of convening a meeting to determine development applications within the Shire of Dowerin is low.

If Council nominates not to appoint local DAP members, the consequences will mean no local representation at DAP decision-making hearings concerning the Shire of Dowerin.

Consultation

Nil

Policy 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

Statutory Implications

Regulation 23 of the *Planning & Development (Development Assessment Panels) Regulations 2011* came into force on the 24 March 2011 and states:

23. LDAP members

- (1) *The members of a LDAP are –*
 - (a) *2 persons appointed to the LDAP as local government members; and*
 - (b) *3 persons appointed to the LDAP as specialist members.*
- (2) *The members must be appointed in writing by the Minister.*
- (3) *Regulation 24 applies to the appointment of local government members.*
- (4) *Regulation 37 applies to the appointment of specialist members.*

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 Management Framework
Action (Treatment)	Document Governance Framework
Risk Rating (after treatment)	Adequate

Financial Implications

Nil

Voting Requirements

Simple Majority Absolute Majority

Officers Recommendation/Resolution - 12.4

Moved: Cr Trepp **Seconded:** Cr Hudson

0886 That, in accordance with Regulation 23(1)(a) of the Planning & Development (Development Assessment Panels) Regulations 2011, Council appoints Cr Trepp and Cr Hudson as members to DAP, and appoints Cr Allsopp and Cr Ward as Deputies respectively.

CARRIED 7/0

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

12.5 Integrated Strategic Plan Reporting - Quarterly Monitoring Review - October 2023

Governance & Compliance



Date:	15 November 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:	Corporate Management/Reporting/Integrated Planning & Reporting Quarterly Monitoring Review
Disclosure of Interest:	Nil
Attachments:	Attachment 12.5A - Integrated Strategic Plan - Quarterly Monitoring Review - October 2023

Purpose of Report

Executive Decision
 Legislative Requirement

Summary

This Item presents the Integrated Strategic Plan & Reporting (ISP) Quarterly Monitoring Review for October 2023 to Council for consideration and, if satisfactory, adoption.

Background

The Shire of Dowerin has embedded an IPR into the “business as usual” of the organisation and have achieved a good standard of practice. This document sets out the key points of the IPR cycle.

A major Strategic Review is undertaken every four years and is aligned with electoral cycles. The Shire of Dowerin’s second major Strategic Review was carried out in 2020/21 with the new year 1 being 2021/22. The major review integrated the Strategic Community Plan and Corporate Business Plan and this form the elements of the IPR Framework.

Comment

The ISP is reviewed in May each year, in conjunction with the annual budget deliberation process, with reporting on operational progress quarterly, ensuring that the Shire of Dowerin is working towards implementation and achievement.

It is important for the Shire to be able to measure and monitor success of initiatives to deliver on the strategies and aspirations detailed in the ISP. The Shire of Dowerin is committed to reviewing internal and external reporting mechanisms to ensure the organisation is aligning its priorities and delivering on its commitments.

Progress reporting is carried out quarterly utilising the traffic light system to identify progress against identified priorities detailed in the ISP. The quarterly report is to be shared via a Council Item and on the Shire website. In addition, results will be formerly communicated to the community annually via the legislated end of year financial year Annual Report.

The Integrated Strategic Plan Quarterly Monitoring Review – October 2023 is presented to Council for its perusal.

In this review, a traffic light colour system has been implemented to indicate progress.

Red = not commenced, Amber = In progress and Green = completed.

The quarterly update comment has been updated. Council should refer to this for the up-to-date status.

Consultation

Nil

Policy Implications

Nil

Statutory Implications

Section 5.56(1) of the *Local Government Act 1995* requires all local governments to produce plans for the future. The IPR Framework was introduced in Western Australia as part of the State Government's Local Government Reform Program.

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: 5.3.1

Asset Management Plan

Identified strategies and key actions will impact on the Asset Management Plan. Annual reviews of the Asset Management Plan will accommodate aligned strategies and key actions.

Long Term Financial Plan

Identified strategies and key actions will impact on the Long-Term Financial Plan. Annual reviews of the Long-Term Financial Plan will accommodate aligned strategies and key actions.

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 Framework
Action (Treatment)	Document Governance Framework
Risk Rating (after treatment)	Adequate

Financial Implications

There are financial implications to Council in relation to this item as the IPR Suite of Plans recognise outcomes. Identified outcomes from the IPR Suite of Plans are factored into the Council's Strategic Resource Plan 2018-2028.

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation/Resolution - 12.5

Moved: Cr McMorran

Seconded: Cr Metcalf

0887 That, by Simple Majority, in accordance with Section 5.56(1) of the Local Government Act 1995, Council receives the Integrated Strategic Plan - Quarterly Monitoring Review - October 2023, as presented in Attachment 12.5A.

CARRIED 7/0

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

UNCONFERMED

12.6 Development Application – Lot 35 Memorial Avenue DOWERIN

Governance & Compliance



Date:	14 November 2023
Location:	35 Memorial Ave Dowerin WA 6461
Responsible Officer:	David Singe, Chief Executive Officer
Author:	Laura Pikoss- HBP Services WA
Legislation:	<i>Planning & Development Act 2005</i>
SharePoint Reference:	Compliance/Development & Building/Development Applications
Disclosure of Interest:	The author does not have an interest in this item
Attachments:	Attachment 12.6A – Structure Plans

Purpose of Report

- Executive Decision
 Legislative Requirement

Summary

The Dowerin Machinery Field Days are proposing the construction of two new sheds on the Parks and Recreation reserve, Lot 35 Memorial Avenue, Dowerin that has been vested in the Shire of Dowerin. One of the sheds aims to replace the previous hockey shed. The shed is planned to be 24m long, 14m wide, and 3m in height to the gutter. Its primary purposes are to serve as the Dowerin Hockey Clubrooms, equipment storage and to be used as a catering venue during the Dowerin Machinery Field Days.

The other proposed shed is also located on the reserve and is designed to be 64m in length, 24m wide, and 6m in height. Its intended purpose is to serve as a storage shed for trucks, harvesting equipment, and as the Ram Shed during the Dowerin Machinery Field Days.

In compliance with Part 2 – Reserves of the Local Planning Scheme (Shire of Dowerin Scheme No. 2), an approval under Part 7 of the deemed provision must be sought for any development. The local government is required to consider the ultimate purpose of the local reserve during this process.

Background

The Dowerin Machinery Field Days currently hold a lease from the Shire of Dowerin for Lot 35 Memorial Avenue, where it hosts the annual Dowerin Machinery Field Days – Western Australia’s leading agricultural event on the last Wednesday and Thursday of August. Throughout the rest of the year, the reserve serves as a sporting field for local community groups and schools. The proposed development is intended to replace the older hockey shed, and the development of an additional shed which will be utilised as the Ram Shed during the Field Days event, and aims to enhance the existing facility.

Description of Proposal

The Dowerin Machinery Field Days are putting forth a proposal for the construction of two new sheds within the Parks and Recreation reserve, a designated area under the ownership of the Shire of Dowerin. One of these sheds is specifically intended to replace the existing hockey shed. The proposed dimensions for this shed are 24 meters in length, 14 meters in width, and 3 meters in height up to the gutter. Its primary functions include serving as the Dowerin Hockey Clubrooms, equipment storage and as a catering venue during the annual Dowerin Machinery Field Days, enhancing its versatility.

The second proposed shed, also situated within the reserve, is envisioned to be an expansive structure measuring 64 meters in length, 24 meters in width, and 6 meters in height. This shed is purposefully designed to function as a storage facility for trucks, harvesting equipment, and serve as the Ram Shed hub during the Field Days event, as well as being utilised by various events throughout the year. The comprehensive scope of these proposed constructions aligns with the ongoing efforts to enhance and optimise the utility of the Parks and Recreation reserve under the jurisdiction of the Shire of Dowerin.



Figure 1 Subject Site.



Figure 2: Site location shed 64m x 24m.



Figure 3 proposed shed location 24m x 14m.

Consultation

Danielle Green, General Manager, Dowerin Machinery Field Days
David Singe, Chief Executive Officer
Dowerin Hockey Club

Policy Implications

There is no plan or local planning policy applicable to this proposal.

Strategic Implications

Strategic Community Plan

Community Priority:	Our Economy
Objective:	New industry and strengthened existing industry supports economic growth and local employment generation
Outcome:	2.2
Reference:	2.2.1
Community Priority:	Our Infrastructure
Objective:	Infrastructure is fit for purpose and responsibly managed and maintained
Outcome:	3.2
Reference:	3.2.3

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Environment

2.3 LOCAL RESERVES

'Local Reserves' are delineated and depicted on the Scheme Map according to the legend on the Scheme Map.

2.4 USE AND DEVELOPMENT OF LOCAL RESERVES

2.4.1 A person must not -

- a) use a Local Reserve; or
- b) commence or carry out development on a Local Reserve, without first having obtained development approval under Part 7 of the deemed provisions. AMD 1 GG 01/08/17

2.4.2 In determining an application for development approval the local government is to have due regard to -

- a) the matters set out in Clause 67 of the deemed provisions; AMD 1 GG 01/08/17
- b) the ultimate purpose intended for the Local Reserve; and
- c) the Use Classes permitted in the Zoning Table.

In the case of land reserved for the purposes of a public authority, the local government is to consult with that authority before determining an application for development approval.

Risk Implications

Risk Profiling Theme	Engagement Practices
Risk Category	Reputation (Social/Community)
Risk Description	Unsubstantiated, localised low impact on community trust, low profile or no media item
Consequence Rating	Minor (2)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Low (4)
Key Controls (in place)	Town Planning Scheme
Action (Treatment)	Development Approval Application Procedures
Risk Rating (after treatment)	Adequate

Financial Implications

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

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation/Resolution - 12.6

Moved: Cr Sewell

Seconded: Cr Ward

0888

That Council, by Simple Majority, in accordance with the Local Government Act 1995, approves the Development Application as received on 14 November 2023, subject to the following conditions:

CONDITIONS

- 1. All Stormwater to be contained on-site.**

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:

- 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.**
- Nothing in the approval shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.**
- 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.**
- 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 McMorran, Cr Allsopp, Cr Hudson, Cr Metcalf, Cr Sewell, Cr Ward.

13. OFFICER'S REPORTS - WORKS AND ASSETS

Nil

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

Nil

15. Elected Members' Motions

Nil

16. Closure

The President thanked those in attendance and declared the meeting closed at 5:36pm.

UNCONFIRMED



SHIRE OF
DOWERIN
TIN DOG TERRITORY

MINUTES

Australia Day Honours Committee Meeting

Held in Council Chambers
13 Cottrell Street, Dowerin WA 6461
Thursday, 7 December 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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Shire of Dowerin
Australia Day Honours Committee Meeting
4:30pm Thursday 7 December 2023



1. Official Opening

The Chair welcomed those in attendance and declared the meeting open at 4:30pm

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr BA Ward	Chair
Cr NP McMorran	(Deputy Member)
Cr WG Allsopp	

Staff

Mr D Singe	Chief Executive Officer
Ms L Dreghorn	CRC Coordinator
Ms S Matthews	Community Development Officer

Members of the Public: Nil

Apologies: Nil

Approved Leave of Absence: Nil

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

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

5.1 Australia Day Honours Committee Meeting held on 12 December 2022

Attachment 5.1A

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution

Moved: Cr McMorran

Seconded: Cr Allsopp

0889 That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Australia Day Honours Committee Meeting held on 12 December 2022 as presented in Attachment 5.1A, be received.

CARRIED 3/0

6. Matters Behind Closed Doors

In accordance with Section 5.23(2)(b) of the *Local Government Act 1995* the Committee went Behind Closed Doors to discuss the personal affairs of any person.

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation/Resolution

Moved: Cr Allsopp **Seconded:** Cr McMorran

0890 That, pursuant to Section 5.23(2)(b) of the *Local Government Act 1995*, the Australia Day Honours Committee move Behind Closed Doors.

CARRIED 3/0

4.52pm the Committee went Behind Closed Doors

6.1A Award Nominations – Community Citizen of the Year

Using the Eligibility Criteria, the Selection Panel assessed the nominations to determine eligibility and rated the nominations against a broad selection criteria.

1 nomination was received.

The highest rating nominee was declared as the recipient of the 2024 Community Citizen of the Year award.

6.2A Award Nominations - Senior Community Citizen of the Year (65 years and over)

Using the Eligibility Criteria, the Selection Panel assessed the nominations to determine eligibility and rated the nominations against a broad selection criteria.

2 nominations were received.

The highest rating nominee was declared as the recipient of the 2024 Senior Community Citizen of the Year award.

6.3A Award Nominations - Active Citizen Award (community group or event)

Using the Eligibility Criteria, the Selection Panel assessed the nominations to determine eligibility and rated the nominations against a broad selection criteria.

1 nomination was received.

The highest rating nominee was declared as the recipient of the 2024 Active Citizen of the Year award.

6.1A Award Nominations – Community Citizen of the Year

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation/Resolution

Moved: Cr Allsopp **Seconded:** Cr McMorran

0891 That the Australia Day Honours Committee recommends to Council that * be awarded the 2024 Citizen of the Year Award, to be announced and presented on Friday 26 January 2024 at the Australia Day Breakfast.

CARRIED 3/0

6.2A Award Nominations - Senior Community Citizen of the Year (65 years and over)

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation/Resolution

Moved: Cr McMorran **Seconded:** Cr Ward

0892 That the Australia Day Honours Committee recommends to Council that * be awarded the 2024 Senior Community Citizen of the Year Award, to be announced and presented on Friday 26 January 2024 at the Australia Day Breakfast.

CARRIED 3/0

6.3A Award Nominations - Active Citizen of the Year (community group or event)

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation/Resolution

Moved: Cr Allsopp **Seconded:** Cr McMorran

0893 That the Australia Day Honours Committee recommends to Council that * be awarded the 2024 Active Citizen of the Year Award, to be announced and presented on Friday 26 January 2024 at the Australia Day Breakfast.

CARRIED 3/0

***Note:** The recipient's name will be added to the Minutes following presentation of the Award.

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation/Resolution

Moved: Cr McMorran **Seconded:** Cr Allsopp

0894 That, in accordance with Section 5.23(1)(a) of the *Local Government Act 1995*, the Australia Day Honours Committee return from Behind Closed Doors.

CARRIED 3/0

5.08pm – the Committee came out from Behind Closed Doors

7. Meeting Closure

There being no further business the Chair thanked those in attendance and declared the meeting closed at 5.09pm

SHIRE OF DOWERIN
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 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 NOVEMBER 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	1,560,360	(1,057)	(0.07%)			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	542,496	651,440	108,944	20.08%	😊	Permanent	Higher than YTD budget include Financial Assistance grants \$40K, Housing reimbursements \$38K and CRC Grants \$38K. These will be reviewed with the budget review.
Fees and charges		830,409	830,409	500,773	537,911	37,138	7.42%			Within Variance
Interest revenue		146,488	146,488	6,870	17,941	11,071	161.15%	😊	Permanent	Interest revenue is higher than YTD budget due to increased investment and higher interest rates. These additional funds will be addressed with the budget review.
Other revenue		78,912	78,912	32,625	28,883	(3,742)	(11.47%)			Within Variance
Profit on disposal of assets		35,122	35,122	0	11,187	11,187	0.00%	😊	Permanent	Sale of Hino 500 generated a book profit that was not budgeted.
		3,621,262	3,621,262	2,644,181	2,807,722	163,541	(6.18%)			
Expenditure from operating activities										
Employee costs		(1,966,082)	(1,966,082)	(823,858)	(782,423)	41,435	5.03%			Within Variance
Materials and contracts		(1,875,967)	(1,875,967)	(860,669)	(916,923)	(56,254)	(6.54%)			Within Variance
Utility charges		(179,196)	(179,196)	(74,640)	(67,433)	7,207	9.66%			Within Variance
Depreciation		(2,185,601)	(2,185,601)	(910,665)	(1,082,005)	(171,340)	(18.81%)	😞	Permanent	Depreciation has now been processed via the Asset register. The variance will be addressed with the budget review.
Finance costs		(30,120)	(30,120)	(12,540)	(14,750)	(2,210)	(17.62%)			Within Variance
Insurance		(185,189)	(185,189)	(77,040)	(99,264)	(22,224)	(28.85%)	😞	Permanent	Insurance premiums are higher than YTD budget. This will be addressed with the budget review.
Other expenditure		(90,409)	(90,409)	(15,930)	(9,575)	6,355	39.89%			Within Variance
Loss on disposal of assets		0	0	0	0	0	0.00%			
		(6,512,564)	(6,512,564)	(2,775,342)	(2,972,373)	(197,031)	(7.10%)			
Less: Profit on asset disposals		(35,122)	(35,122)	0	(11,187)	(11,187)	0.00%			Within Variance
Movement 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	910,665	1,082,005	171,340	(18.81%)	😞	Permanent	Depreciation has now been processed via the Asset register. The variance will be addressed with the budget review.
Amount attributable to operating activities		(735,853)	(735,853)	779,504	906,167	126,663	(16.25%)			

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 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	1,708,483	1,359,425	(349,058)	(20.43%)	☹️	Timing	Road to recovery 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 500 that was budgeted in FY23. Staff will address with the budget review.
Payments for property, plant and equipment	8	(404,783)	(404,783)	(36,000)	(133,612)	(97,612)	(271.14%)			Refer to Note 8 for Detail.
Payments for infrastructure	8	(4,631,329)	(4,631,329)	(910,528)	(603,979)	306,549	33.67%	😊	Timing	Refer to Note 8 for Detail.
Amount attributable to investing activities		(788,897)	(788,897)	761,955	650,925	(111,030)	14.57%			
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)	(42,405)	(42,405)	0	0.00%			Within Variance
Transfer to reserves	10	(398,426)	(398,426)	0	0	0	0.00%			Within Variance
		(504,560)	(504,560)	(42,405)	(42,405)	0				
Amount attributable to financing activities		(286,050)	(286,050)	(42,405)	(42,405)	0	0.00%			
MOVEMENT IN SURPLUS OR DEFICIT										
Surplus or deficit at the start of the financial year		1,810,800	1,810,800	1,810,800	1,805,770	(5,030)	(0.28%)			
Amount attributable to operating activities		(735,853)	(735,853)	779,504	906,167	126,663	16.25%			
Amount attributable to investing activities		(788,897)	(788,897)	761,955	650,925	(111,030)	(14.57%)			
Amount attributable to financing activities		(286,050)	(286,050)	(42,405)	(42,405)	0	0.00%			
Surplus or deficit at the end of the financial year		0	0	3,309,854	3,320,457	10,603	(0.32%)			

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 NOVEMBER 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 NOVEMBER 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)	(11,187)
Movement in liabilities associated with restricted cash		4,970	0
Add: Depreciation on assets		2,185,601	1,082,005
Total non-cash items excluded from operating activities		2,155,449	1,070,818

(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.

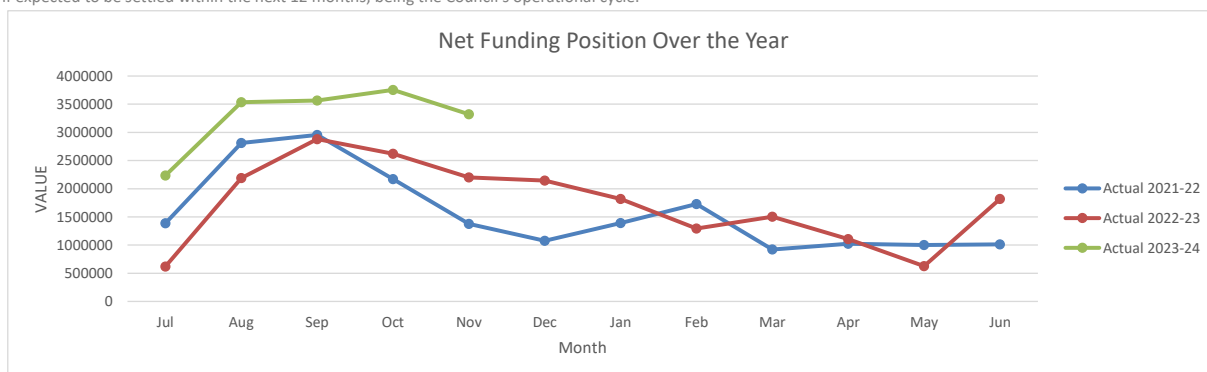
	Notes	Adopted Budget	Last Year Un- Audited Actual 30 June 2023	This Time Last Year 30 November 2022	Year to Date 30 November 2023
Adjustments to net current assets					
Less: Reserves - restricted cash	10	(2,984,280)	(2,984,280)	(2,476,533)	(2,984,280)
Add: Borrowings	9	83,711	106,129	113,970	63,724
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)	(2,806,456)

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

Current assets					
Cash and cash equivalents	2	4,713,673	4,832,246	4,770,465	5,519,145
Rates receivables	3	160,197	160,197	367,833	366,566
Receivables	3	563,601	476,588	506,934	739,058
Stock on Hand	4	23,825	17,171	33,690	74,484
Total Current Assets		5,461,296	5,486,202	5,678,922	6,699,253
Less: Current liabilities					
Payables	5	(346,994)	(340,554)	(258,090)	(38,916)
Borrowings	9	(83,711)	(106,129)	(113,970)	(63,724)
Contract liabilities	11	(231,024)	(231,024)	(650,193)	(231,024)
Provisions	11	(202,298)	(238,675)	(202,298)	(238,675)
Total Current Liabilities		(864,027)	(916,382)	(1,224,551)	(572,339)
Less: Total adjustments to net current assets	(b)	(2,786,469)	(2,764,051)	(2,264,680)	(2,806,456)
Closing funding surplus / (deficit)		1,810,800	1,805,770	2,189,691	3,320,457

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 NOVEMBER 2023**

NOTE	30 November 2023	30 June 2023
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	5,519,145	4,832,246
Trade and other receivables	1,105,624	636,785
Inventories	74,484	17,171
TOTAL CURRENT ASSETS	6,699,253	5,486,202
NON-CURRENT ASSETS		
Trade and other receivables	24,594	24,594
Other financial assets	61,117	61,117
Property, plant and equipment	20,465,351	20,660,380
Infrastructure	65,103,325	65,270,616
TOTAL NON-CURRENT ASSETS	85,654,387	86,016,707
TOTAL ASSETS	92,353,640	91,502,909
CURRENT LIABILITIES		
Trade and other payables	38,916	340,554
Other liabilities	231,024	231,024
Borrowings	63,724	106,129
Employee related provisions	238,675	238,675
TOTAL CURRENT LIABILITIES	572,339	916,382
NON-CURRENT LIABILITIES		
Borrowings	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	1,656,091	2,000,134
NET ASSETS	90,697,549	89,502,775
EQUITY		
Retained surplus	35,478,915	34,284,141
Reserve accounts	2,984,280	2,984,280
Revaluation surplus	52,234,354	52,234,354
TOTAL EQUITY	90,697,549	89,502,775

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 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 10 November 2023

SIGNIFICANT ACCOUNTING POLICIES

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 NOVEMBER 2023****LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996****Supporting Information for Councillor Information**

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 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	\$1.81 M	(\$0.01 M)
Closing	\$0.00 M	\$3.31 M	\$3.32 M	\$0.01 M
Refer to Statement of Financial Activity				
Cash and cash equivalents		Payables		Receivables
	\$5.49 M	% of total	\$0.04 M	% Outstanding
Unrestricted Cash	\$2.51 M	45.7%	Trade Payables	\$0.00 M
Restricted Cash	\$2.98 M	54.3%	Over 30 Days	0.0%
			Over 90 Days	0%
Refer to Note 2 - Cash and Financial Assets		Refer to Note 5 - Payables		Refer to Note 3 - Receivables
			Rates Receivable	\$0.74 M
			Trade Receivable	\$0.37 M
			Over 30 Days	75.2%
			Over 90 Days	96.8%
				0.9%
Key Operating Activities				
Amount attributable to operating activities				
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
(\$0.74 M)	\$0.78 M	\$0.91 M	\$0.13 M	
Refer to Statement of Financial Activity				
Rates Revenue		Operating Grants and Contributions		Fees and Charges
YTD Actual	\$1.56 M	% Variance	YTD Actual	\$0.65 M
YTD Budget	\$1.56 M	(0.1%)	YTD Budget	\$0.54 M
				20.1%
Refer to Note 6 - Rate Revenue		Refer to Note 12 - Operating Grants and Contributions		Refer to Statement of Financial Activity
				7.4%
Key Investing Activities				
Amount attributable to investing activities				
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
(\$0.79 M)	\$0.76 M	\$0.65 M	(\$0.11 M)	
Refer to Statement of Financial Activity				
Proceeds on sale		Asset Acquisition		Non-Operating Grants
YTD Actual	\$0.03 M	%	YTD Actual	\$0.74 M
Adopted Budget	\$0.06 M	7.5%	Adopted Budget	\$5.04 M
				(85.4%)
Refer to Note 7 - Disposal of Assets		Refer to Note 8 - Capital Acquisition		Refer to Note 8 - Capital Acquisition
				(67.6%)
Key Financing Activities				
Amount attributable to financing activities				
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	
(\$0.29 M)	(\$0.04 M)	(\$0.04 M)	\$0.00 M	
Refer to Statement of Financial Activity				
Borrowings		Reserves		
Principal repayments	\$0.11 M		Reserves balance	\$2.98 M
Interest expense	\$0.03 M	0.0%	Interest earned	\$0.00 M
Principal due	\$1.19 M			
Refer to Note 9 - Borrowings		Refer to Note 10 - Cash Reserves		

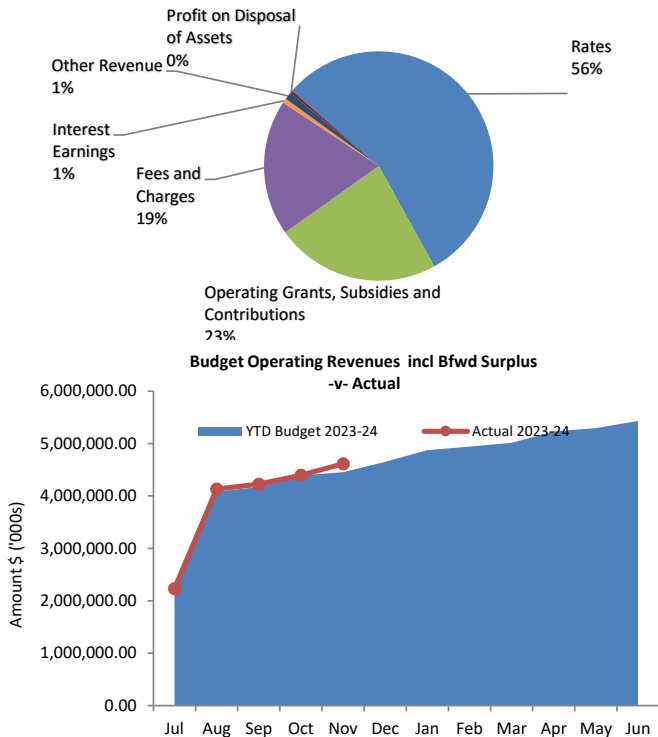
This information is to be read in conjunction with the accompanying Financial Statements and notes.

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

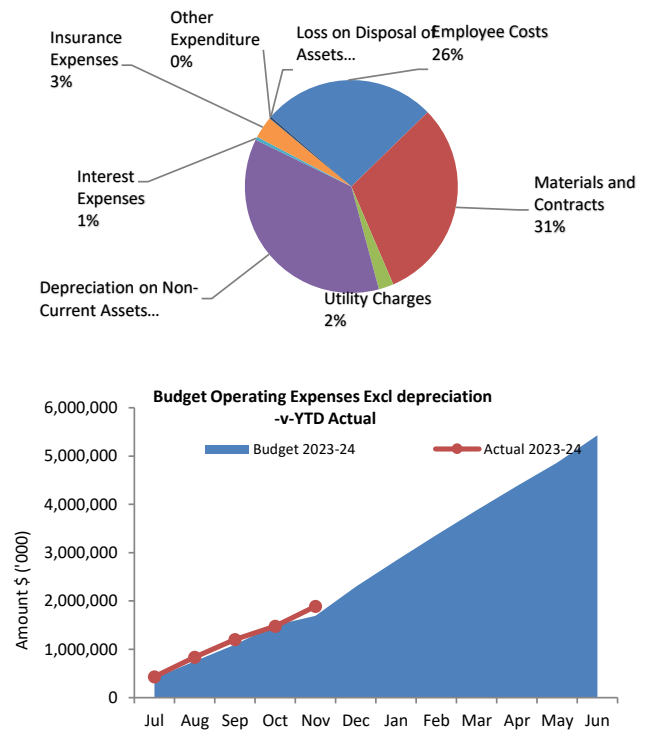
SUMMARY INFORMATION - GRAPHS

OPERATING ACTIVITIES

OPERATING REVENUE

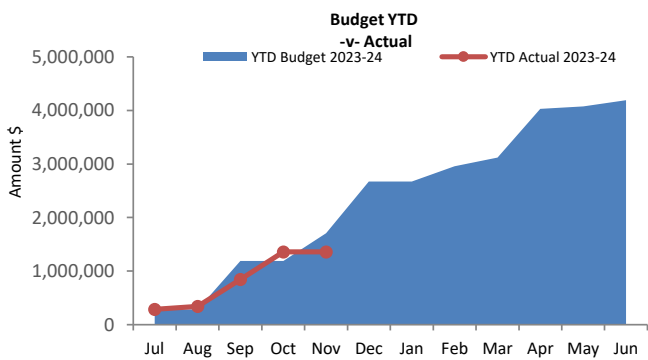


OPERATING EXPENSES

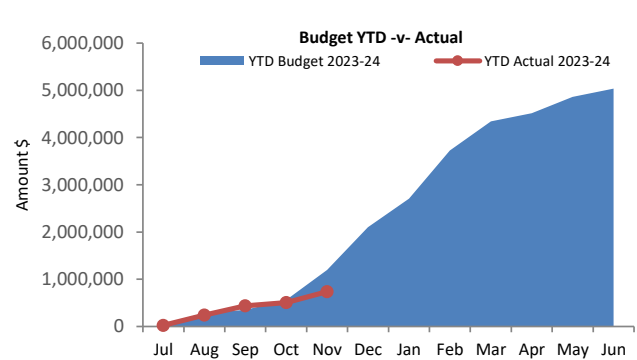


INVESTING ACTIVITIES

Capital grants, subsidies and contributions



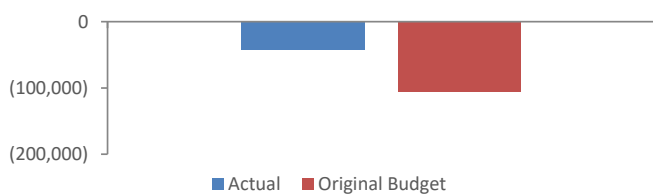
Payments for Capital Works



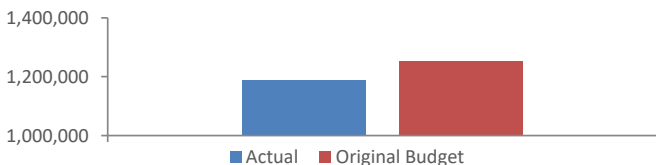
FINANCING ACTIVITIES

BORROWINGS

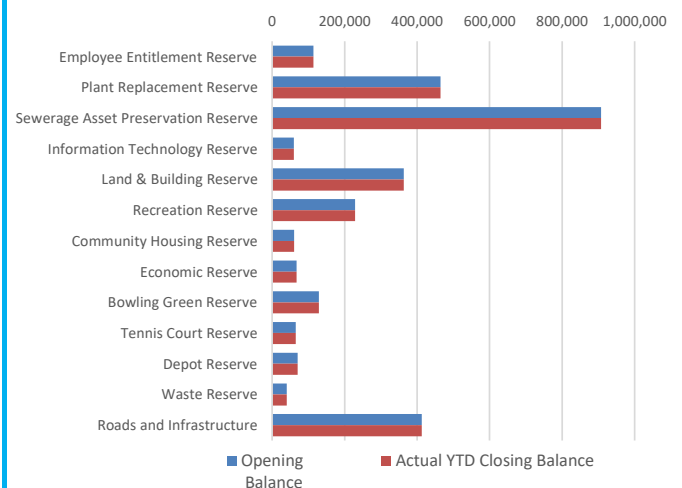
Principal Repayments



Principal Outstanding



RESERVES



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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023

NOTE 1
BY PROGRAM

Ref Note	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.	Explanation of Variance
	\$		\$	\$	\$	%		
Revenue from operating activities								
Governance	1,500	1,500	0	3,578	3,578	0.00%		Within Variance
General purpose funding	1,741,865	1,741,865	1,582,437	1,618,292	35,855	2.27%		Within Variance
Law, order and public safety	34,716	34,716	9,465	18,507	9,042	95.53%		Within Variance
Health	3,300	3,300	1,375	109	(1,266)	(92.07%)		Within Variance
Education and welfare	652,572	652,572	324,586	305,459	(19,127)	(5.89%)		Within Variance
Housing	161,992	161,992	67,495	93,884	26,389	39.10%	😊	Housing reimbursement revenue is higher than YTD budget. This will be assessed with the budget review.
Community amenities	289,445	289,445	271,833	267,836	(3,997)	(1.47%)		Within Variance
	50,180	50,180	16,880	19,824	2,944	17.44%		Within Variance
Transport	181,004	181,004	171,085	183,473	12,388	7.24%		Within Variance
Economic services	407,966	407,966	169,975	225,403	55,428	32.61%	😊	CRC Grants and fees and charges are \$60K higher than YTD budget. It is expected that these will be offset by higher expenditure.
Other property and services	96,722	96,722	29,050	71,357	42,307	145.64%	😊	Private works revenue is \$35K higher than YTD budget. This will be partly offset by higher expenditure.
	3,621,262	3,621,262	2,644,181	2,807,722	163,541			
Expenditure from operating activities								
Governance	(560,449)	(560,449)	(252,140)	(273,774)	(21,634)	(8.58%)		Within Variance
General purpose funding	(197,452)	(197,452)	(79,855)	(90,767)	(10,912)	(13.66%)	😞	Administration recovery are \$9K higher than budget. This is expected to be a timing variance that may even out during the year.
Law, order and public safety	(164,240)	(164,240)	(68,700)	(65,473)	3,227	4.70%		Within Variance
Health	(61,229)	(61,229)	(15,220)	(8,217)	7,003	46.01%		Within Variance
Education and welfare	(590,578)	(590,578)	(241,542)	(319,254)	(77,712)	(32.17%)	😞	Unbudgeted costs of \$70K associated with the installation of rail and pathway for independence in the Aged and Disability Services area. This will be offset with additional revenue and will be addressed with the budget review.
Housing	(269,675)	(269,675)	(120,260)	(103,351)	16,909	14.06%	😊	Other housing maintenance in \$14K lower than YTD budget. This may even out over the year.
Community amenities	(533,678)	(533,678)	(224,950)	(215,859)	9,091	4.04%		Within Variance
Recreation and culture	(1,278,073)	(1,278,073)	(510,805)	(553,787)	(42,982)	(8.41%)		Within Variance
Transport	(2,069,507)	(2,069,507)	(864,245)	(841,221)	23,024	2.66%		Within Variance
Economic services	(741,131)	(741,131)	(309,085)	(317,472)	(8,387)	(2.71%)		Within Variance
Other property and services	(46,552)	(46,552)	(88,540)	(183,197)	(94,657)	(106.91%)	😞	Plant Operating costs and recoveries are \$143K higher than YTD budget, \$15K relates to higher part and repairs and the balance \$133K is under recovery of Plant Costs. Public Works overheads are \$45K lower than budget with the majority relating to under recovery of overheads. Staff will review these with the budget review.
	(6,512,564)	(6,512,564)	(2,775,342)	(2,972,373)	(197,031)			
Less: Profit on asset disposals	(35,122)	(35,122)	0	(11,187)	(11,187)	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	910,665	1,082,005	171,340	18.81%	😞	Depreciation has now been processed via the Asset register. The variance will be addressed with the budget review.
Amount attributable to operating activities	(735,853)	(735,853)	779,504	906,167	126,663			

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

**NOTE 1
BY PROGRAM**

	Ref	Adopted Budget	Current Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Var.	Explanation of Variance
	Note			(a)	(b)	(b)-(a)	(b)-(a)/(a)		
		\$		\$	\$	\$	%		
CONTINUED									
Investing Activities									
Capital grants, subsidies and contributions	13	4,191,215	4,191,215	1,708,483	1,359,425	(349,058)	(20.43%)	☹️	Road to recovery 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 500 that was budgeted in FY23. Staff will address with the budget review.
Payments for property, plant and equipment	8	(404,783)	(404,783)	(36,000)	(133,612)	(97,612)	271.14%	☹️	Refer to Note 8 for Detail.
Payments for infrastructure	8	(4,631,329)	(4,631,329)	(910,528)	(603,979)	306,549	33.67%	😊	Refer to Note 8 for Detail.
Amount attributable to investing activities		(788,897)	(788,897)	761,955	650,925	(111,030)			
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)	(42,405)	(42,405)	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)	(42,405)	(42,405)	0			
Surplus or deficit at the start of the financial year		1,810,800	1,810,800	1,810,800	1,805,770	(5,030)	(0.28%)		
Amount attributable to operating activities		(735,853)	(735,853)	779,504	906,167	126,663	0		
Amount attributable to investing activities		(788,897)	(788,897)	761,955	650,925	(111,030)	0		
Amount attributable to financing activities		(286,050)	(286,050)	(42,405)	(42,405)	0	0		
Surplus or deficit at the end of the financial year		0	0	3,309,854	3,320,457	10,603	(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 NOVEMBER 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 members of Council and the administration support available to the Council for the provision of governance of the district. Other costs relate 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 efficient 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 Accommodation 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 NOVEMBER 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	500	0	500	0	On-hand		
Cash Deposits								
Municipal Bank Account	Cash and cash equivalents	2,490,360	0	2,490,360	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	17,663	984,280	1,001,943		Bendigo	3.60%	1/03/2024
Total		2,508,523	2,984,280	5,492,803	0			
Comprising								
Cash and cash equivalents		2,490,860	0	2,490,860	0			
Financial assets at amortised cost		17,663	2,984,280	3,001,943	0			
		2,508,523	2,984,280	5,492,803	0			

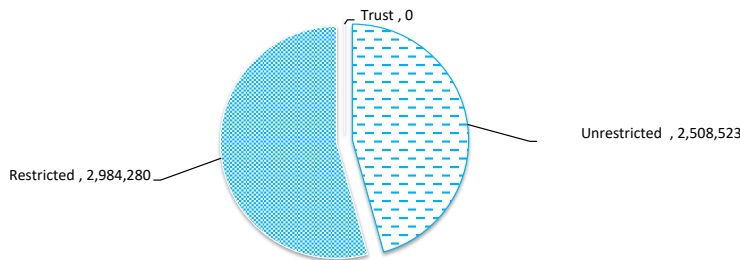
KEY INFORMATION

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 NOVEMBER 2023**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

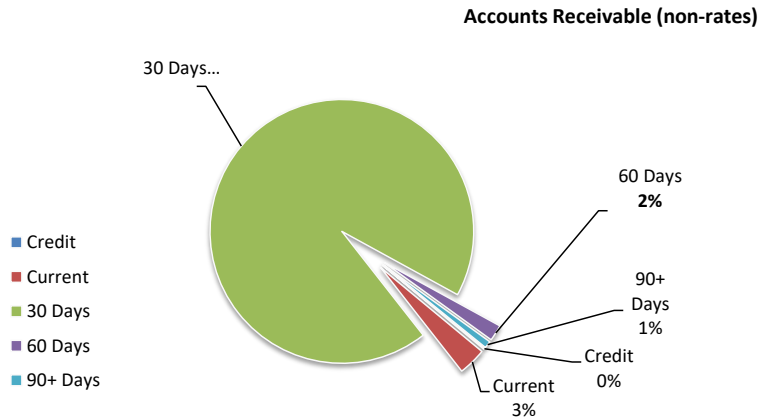
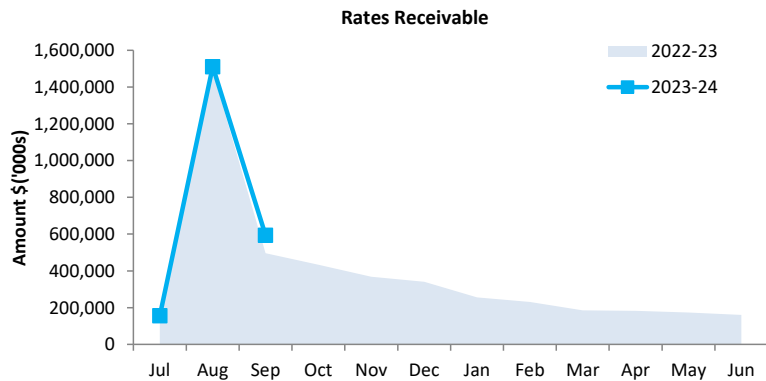
Rates receivable	30 Jun 2023	30 Nov 2023
	\$	\$
Opening arrears previous years	119,592	160,197
Levied - Rates revenue	1,402,771	1,560,360
Less - collections	(1,362,166)	(1,294,209)
Equals current outstanding	160,197	426,348
Less allowance for impairment of receivables		(59,782)
Net rates collectable	160,197	366,566
% Collected	89.5%	75.2%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,097)	21,439	588,094	12,512	5,464	626,412
Percentage	(0.2%)	3.4%	93.9%	2%	0.9%	
Balance per trial balance						
Sundry receivable	(1,097)	21,439	588,094	12,512	5,464	626,412
Accrued Income	0	103,668	0	0	0	103,668
GST receivable	0	(16,020)	0	0	0	(16,020)
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						739,058

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 NOVEMBER 2023**

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

	Opening Balance	Asset Increase/(Decrease)	Closing Balance
	1 July 2023		30 November 2023
Other current assets	\$	\$	\$
Inventory			
Stock On Hand	17,171	57,313	74,484
Total other current assets	17,171	57,313	74,484
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 NOVEMBER 2023**

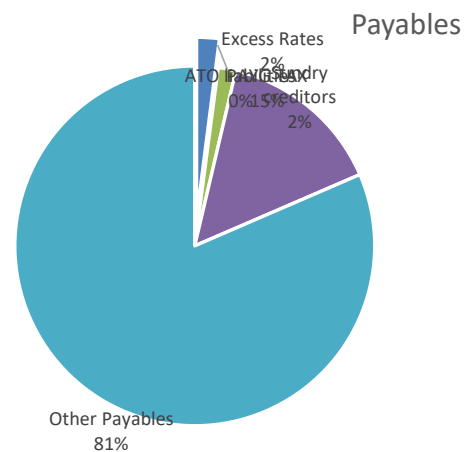
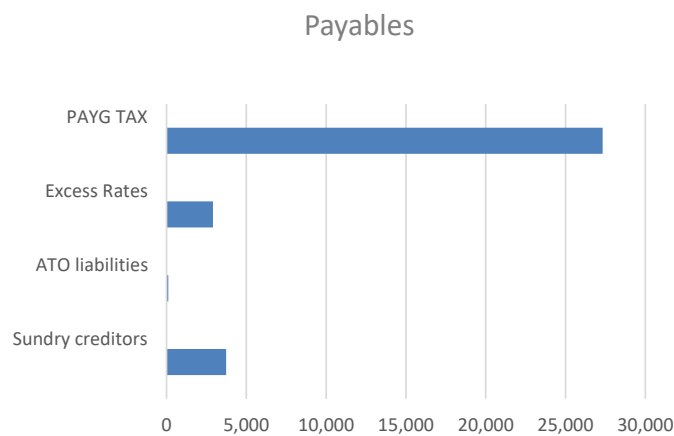
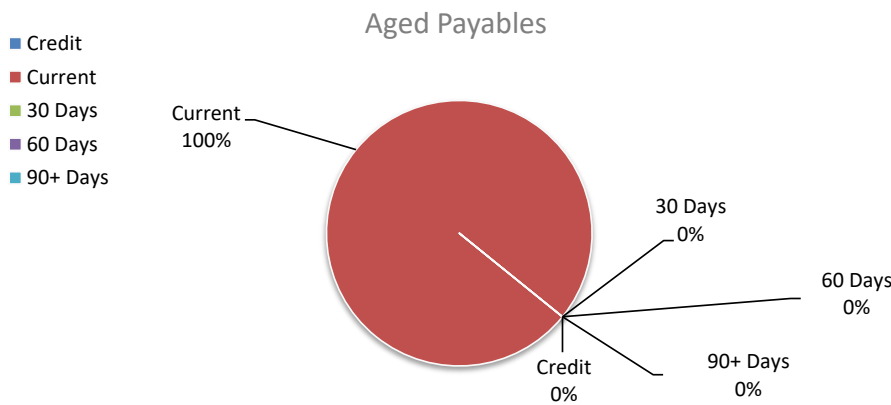
**OPERATING ACTIVITIES
NOTE 5
Payables**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	38,916	0	0	0	38,916
Percentage	0%	100%	0%	0%	0%	
Balance per trial balance						
Sundry creditors	0	3,730	0	0	0	3,730
ATO liabilities	0	114	0	0	0	114
Excess Rates	0	2,914	0	0	0	2,914
PAYG TAX	0	27,322	0	0	0	27,322
Other Payables	0	150,024	0	0	0	150,024
Payroll Creditors	0	(61,385)	0	0	0	(61,385)
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	(147,113)	0	0	0	(147,113)
Total payables general outstanding						38,916

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.

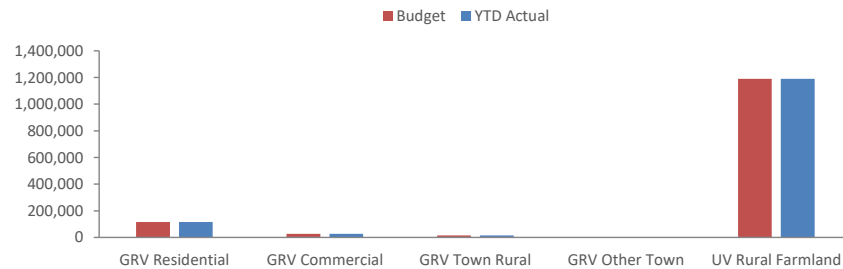


OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

FOR THE PERIOD ENDED 30 NOVEMBER 2023

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	116,024	0	0	116,024
GRV Commercial	0.10300	15	256,474	26,417	0	0	26,417	26,417	0	0	26,417
GRV Town Rural	0.10300	12	138,892	14,306	0	0	14,306	14,306	0	0	14,306
GRV Other Town	0.10300	8	33,384	3,439	0	0	3,439	3,439	0	0	3,439
Unimproved value											
UV Rural Farmland	0.00562	226	211,886,000	1,190,587	(39)	0	1,190,548	1,190,799	(1,308)	0	1,189,491
Sub-Total		374	213,441,201	1,350,773	(39)	0	1,350,734	1,350,985	(1,308)	0	1,349,677
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	1,504,243	(1,308)	0	1,502,935
Ex-gratia rates							57,425				57,425
Total general rates							1,561,417				1,560,360

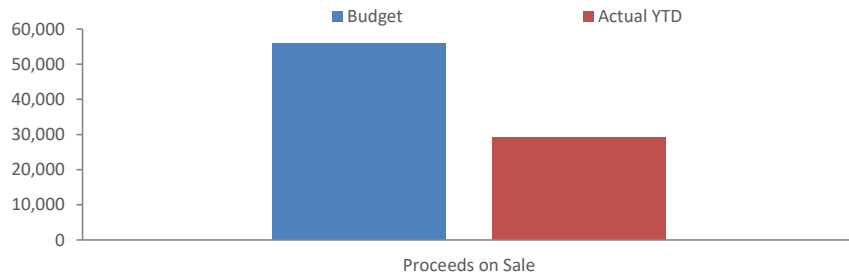
KEY INFORMATION



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

**OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Original Budget				Current Budget				YTD Actual			
		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	17,904	29,091	11,187	0
		20,878	56,000	35,122	0	20,878	56,000	35,122	0	17,904	29,091	11,187	0



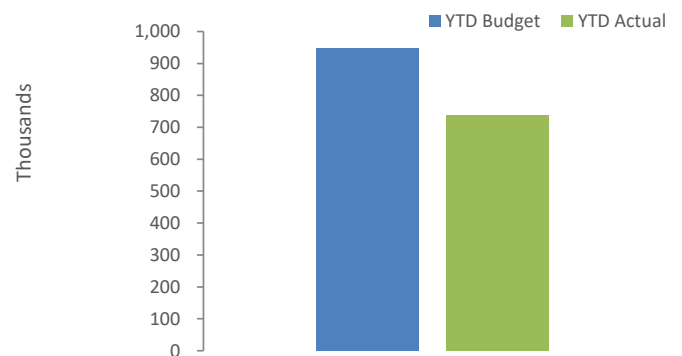
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2023**

**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	22,409	(1,591)
Furniture and equipment	52,000	52,000	12,000	0	(12,000)
Plant and equipment	172,669	172,669	0	111,203	111,203
Infrastructure - roads	4,410,569	4,410,569	910,528	603,324	(307,204)
Infrastructure -Parks And Ovals	182,560	182,560	0	0	0
Infrastructure - other	38,200	38,200	0	654	654
Payments for Capital Acquisitions	5,036,112	5,036,112	946,528	737,590	(208,938)
Total Capital Acquisitions	5,036,112	5,036,112	946,528	737,590	(208,938)
Capital Acquisitions Funded By:					
	\$		\$	\$	\$
Capital grants and contributions	4,191,215	4,191,215	1,708,483	1,359,425	(349,058)
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	(761,955)	(650,925)	111,030
Capital funding total	5,036,112	5,036,112	946,528	737,590	(208,938)

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 FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 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	805	(805)	In-kind contribution value approx. \$8,000. To be reviewed and changed at mid-year budget review as original budget was based on
Total	180,114	24,000	22,409	1,591	
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	In progress
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)	2nd Hino S500 Purchased (Budget timing)
PE194 CEO Vehicle (Currently Ford Everest - D0)	61,310	0	2,082	(2,082)	Net Trade-in New Prado
PE100 Diesel Fuel Bowser - Shire Depot	30,000	0	0	0	Commencing Mar/Apr24
Total	172,669	0	111,203	(111,203)	
Infrastructure - Roads					
RCR025 Commodity Route - Dowerin - Koorda Road	338,530	0	146,863	(146,863)	In progress
LRC011 Fifty Four Gate Road 0.00-2.65	123,750	0	5,062	(5,062)	Commencing Mar24
LRC013 LRCIP - Berring East Road	190,826	190,826	163,401	27,425	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	10,170	1,499	8,671	Commencing Nov23
R2R015 Hindmarsh Back Road (R2R)	93,145	38,810	9,401	29,409	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)	Works Commencing Dec23
R2R041 Moonijin East Road (R2R)	123,615	0	5,164	(5,164)	Works Commencing Apr24
R2R042 McHugh Road (R2R)	67,327	28,055	3,126	24,929	Works Commencing Nov23
RRG003 Koombekine North Road (RRG)	585,184	0	14,865	(14,865)	Works Commencing Feb24
RRG023 Koorda-Wongan Hills Road (RRG)	116,804	48,665	72,948	(24,283)	In progress
BS183 Dowerin-Meckering Road (BS)	801,922	20,000	8,355	11,645	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	422,786	104,528	318,258	In progress
WFN182H WFN - Dowerin Kalannie Road 0.00-48.77	301,824	151,216	55,123	96,093	In progress
Total	4,410,569	910,528	603,324	307,204	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 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 Grant Application in progress. Works to commence in Feb24.
PC075	Town Site Greening Water Scheme	142,560	0	0	0 Commencing Dec23
Total		182,560	0	0	0
Infrastructure - Other					
OC11	Public Art Projects	25,000	0	0	0 To be reviewed at mid-year budget review.
OC018	Dowerin Standpipe Upgrade	13,200	0	0	0 Commencing Mar/Apr24
OC003	Town Oval Reticulation Upgrade (Inc Dam)	0	0	654	(654) Costing to be corrected
Total		38,200	0	654	(654)
TOTALS		5,036,112	946,528	737,590	208,938

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

**FINANCING ACTIVITIES
NOTE 9
BORROWINGS**

Repayments - borrowings

Particulars	Loan No.	1 July 2023	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Original Budget	Actual	Original Budget	Actual	Original Budget
		\$	\$	\$	\$	\$	\$	
Housing								
Government Regional Officer Housing	100	227,550	(5,694)	(11,489)	233,244	239,039	0	(8,218)
Recreation and culture								
Dowerin Swimming Pool	101	133,849	0	(19,795)	133,849	153,644	0	(2,149)
Transport								
Multi Tyre Roller	103	108,846	(19,789)	(21,070)	128,635	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	(16,922)	(35,189)	581,408	599,675	0	(17,982)
Total		1,148,163	(42,405)	(106,134)	1,190,568	1,254,297	0	(30,120)
Current borrowings		106,134			63,724			
Non-current borrowings		1,042,029			1,126,844			
		1,148,163			1,190,568			

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 NOVEMBER 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
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 NOVEMBER 2023**

**OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES**

Other current liabilities	Note	Opening Balance 1 July 2023	Liability Increase	Liability Reduction	Closing Balance 30 November 2023
		\$	\$	\$	\$
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		89,597	0	0	89,597
Total Provisions		238,675	0	0	238,675
Total other current assets		469,699	0	0	469,699
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.

Provider	OPERATING ACTIVITIES			Comments
	NOTE 12			
	OPERATING GRANTS AND CONTRIBUTIONS			
	Operating grants, subsidies and contributions revenue			
	Original Budget	YTD	YTD Revenue	
	Revenue	Budget	Actual	
	\$	\$	\$	
Operating grants and subsidies, Contributions and reimbursements				
Governance				
MEMBERS - Contributions & Donations	1,500	0	364	
OTH GOV - Reimbursements	0	0	3,215	
General purpose funding				
GEN PUR - Financial Assistance Grant - General	0	0	22,158	
GEN PUR - Financial Assistance Grant - Roads	0	0	17,118	
Law, order, public safety				
ESL BFB - Operating Grant	30,000	7,500	11,844	
Education and welfare				
AGED OTHER - Grant Funding - CHSP	226,260	113,130	31,069	
AGED OTHER - Grant Funding - HCP	404,912	202,456	270,597	
WELFARE - Grants	5,400	2,250	0	
Housing				
OTH HOUSE - Rental Reimbursements	0	0	38,277	
Community amenities				
ENVIRON - Reimbursements	504	0	300	
Recreation and culture				
SWIM AREAS - Contributions & Donations	0	0	7,000	
REC - Contributions & Donations	504	210	2,377	
REC - Reimbursements - Other Recreation	504	210	1,677	
REC - Grants	0	0	54	
LIBRARY - Other Grants	5,000	5,000	0	
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	165	0	
CRC - Grants	100,970	42,070	79,998	
CRC - Grants (excl GST)	5,000	2,080	0	
Other property and services				
PWO - Other Reimbursements	300	300	0	
POC - Fuel Tax Credits Grant Scheme	7,500	3,125	0	
ADMIN - Reimbursements	0	0	488	
	968,914	542,496	651,440	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 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
Recreation and culture						
	Rec - Grants	237,223	237,223	59,306	8,851	50,455
	Rec - Contributions & Donations	0	0	0	0	0
	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	576,425	517,440	58,985
TOTALS		4,191,215	4,191,215	1,708,483	1,359,425	349,058

SHIRE OF DOWERIN
List of Payments for
30 November 2023



Last EFT No: 11552

<u>Chg/EFT</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Contra</u>
EFT11553	03/11/2023	Ann Rackham	Melbourne Cup Luncheon Donation	\$ 250.00	
EFT11554	03/11/2023	Dowerin Gourmet Butchershop	WHR Open Day Catering	\$ 176.00	
EFT11555	03/11/2023	Shelley Matthews	Reimbursement for Catering for WRH Event	\$ 96.20	
EFT11556	03/11/2023	Smart Office Systems Pty Ltd	Stationery	\$ 1,967.63	
EFT11557	03/11/2023	David Singe	Reimbursement - Fuel	\$ 99.00	
EFT11558	03/11/2023	Weslind Waters	Overpaid rates A919 & A945	\$ 5,688.81	Refund
EFT11562	06/11/2023	Courtney's Cleaning	HCPL3C - Mrs A B - Domestic Assistance - Travel	\$ 464.80	fully funded
EFT11563	06/11/2023	BOC Limited	BOC container hires	\$ 25.85	
EFT11564	06/11/2023	Bob Davey Real Estate	Auction Fees	\$ 660.00	
EFT11565	06/11/2023	Bitumen Distributors Pty Ltd	Supply CRS Emulsion	\$ 1,963.50	
EFT11566	06/11/2023	BriJarCass Security	Cleaning Services - PB	\$ 231.00	fully funded
EFT11567	06/11/2023	Bandwidth Holdings Pty Ltd	SSA Internet Nov 23	\$ 121.00	
EFT11568	06/11/2023	Cutting Edges Pty Ltd	Long forged teeth for CAT 938H	\$ 1,711.07	
EFT11569	06/11/2023	Contract Aquatic Services	Monthly Contract Fee November 23	\$ 14,300.00	
EFT11570	06/11/2023	Carroll & Richardson Flagworld	New Flags 2 x Australian	\$ 278.04	
EFT11571	06/11/2023	Country Copiers	Printer reading 10/10/23 - 01/11/23	\$ 448.57	
EFT11572	06/11/2023	Dowerin & Districts Farmshed	Supply Steel droppers and Flagging tape for WFN road works	\$ 890.00	part funded
EFT11573	06/11/2023	Eastern Hills Chainsaws & Mowers	Commercial BR 800 Stihl backpack Blower	\$ 1,127.35	
EFT11574	06/11/2023	Fuel Distributors of WA Pty Ltd	12011 litres Diesel supplied to yard	\$ 23,871.86	
EFT11575	06/11/2023	Holberton Earthmoving	Maintenance grading on Cemetery Rd	\$ 24,200.00	
EFT11576	06/11/2023	KAOS Electrical	Supply & install Split A/C in depot office	\$ 3,588.00	
EFT11577	06/11/2023	Local Government Professionals	State Conference (DCEO)	\$ 970.00	
EFT11578	06/11/2023	Monsterball Amusements	Inflatable Entertainment Harvest Festival 2023 - 50% Deposit	\$ 2,690.00	fully funded
EFT11579	06/11/2023	Marda Property Care	Garden & Yard Maintenance for 3 clients	\$ 1,836.25	fully funded
EFT11580	06/11/2023	Newground Water Services Pty Ltd	Turf repairs to oval & hockey oval plus fertilising	\$ 24,994.55	
EFT11581	06/11/2023	Petchell Mechanical	Supply Edge Segment - CAT 938H	\$ 972.36	
EFT11582	06/11/2023	Rural Ranger Services	Ranger Services 17/10/23 & 27/10/23	\$ 856.90	
EFT11583	06/11/2023	Sally J Design	Business Cards - CEO, DCEO, Managers	\$ 904.00	
EFT11584	06/11/2023	Tuffa Products Pty Ltd	Supply 4 X grader pre start books, 2 X Multi roller pre start books	\$ 135.30	
EFT11585	06/11/2023	Ultimate Lock and Security	Sigma padlocks & keys x 20	\$ 2,200.00	
EFT11586	06/11/2023	Ray's Auto Mech & Engineering Services	Repairs to HACC trailer	\$ 1,568.38	
EFT11587	06/11/2023	Goomalling Pharmacy	Molicare products for HACC clients	\$ 951.00	fully funded
EFT11588	06/11/2023	Walkers Diesel Services	Repairs to Loader Bucket	\$ 1,980.00	

EFT11589	06/11/2023	Wallis Computer Solutions	Hardware Leasing	\$	1,001.00	
EFT11590	06/11/2023	Xenex Systems Pty Ltd	Investigate issues with CRC phone system	\$	636.68	
EFT11591	07/11/2023	Avon Waste	Rubbish & Recycling collection - 10/10/23 & 29/08/23	\$	5,720.97	
EFT11592	07/11/2023	Ampac Debt Recovery WA Pty Ltd	Debt Recovery services	\$	1,916.75	
EFT11593	07/11/2023	Boekeman Machinery	Two Way & Antenna for D008	\$	604.64	
EFT11594	07/11/2023	Bear Pantry Cafe	Catering for Council meeting	\$	77.00	
EFT11595	07/11/2023	David Bird	2 x Books Cars with Character - CRC	\$	34.45	
EFT11596	07/11/2023	Bunnings Group Limited	Supply hardware for Metrocount counter installation	\$	70.02	
EFT11597	07/11/2023	Competent Solutions Pty Ltd	Supply Muster Point sign	\$	59.40	
EFT11598	07/11/2023	Digga West & Earthparts WA	Supply BC-100038 Tooth Kit to suit Ground Shark	\$	803.00	
EFT11599	07/11/2023	Dowerin Community Club	Refund overpayment for Despatch sponsorship 2023	\$	200.00	Refund
EFT11600	07/11/2023	Dowerin Men's Shed	Management of Tip site July - September 2023	\$	3,250.00	
EFT11601	07/11/2023	Benjamin Forbes	Uniform - Black Pants x 2	\$	199.98	
EFT11602	07/11/2023	Koorda Ag Parts	Garden maintenance - Mr I McW	\$	1,138.50	fully funded
EFT11603	07/11/2023	Lite n' Easy	Meals for 3 clients	\$	439.06	fully funded
EFT11604	07/11/2023	Live Life Alarms	for 2 x HACC Clients	\$	1,094.00	fully funded
EFT11605	07/11/2023	The Rural Movement	Gym Induction x 1	\$	20.00	
EFT11606	07/11/2023	Udenoaks Farm	Refund for cancelled Governance course	\$	160.00	Refund
EFT11607	07/11/2023	Ray's Auto Mech & Engineering Services	Supply a carton of grease	\$	123.00	
EFT11608	22/11/2023	Avon Waste	Domestic rubbish collection 24/10/23	\$	3,390.79	
EFT11609	22/11/2023	Autopro Northam	Supply Viking 20M air hose reel	\$	141.90	
EFT11610	22/11/2023	Courtney's Cleaning	HCP3C -Domestic Assistance - Travel for 3 HACC Clients	\$	1,421.50	fully funded
EFT11611	22/11/2023	BriJarCass Security	CHSP1 - LL Provision of Domestic Assistance	\$	231.00	fully funded
EFT11612	22/11/2023	Carrington's Traffic Services	Supply 3 person crew for traffic control of verge maintenance on Dowerin Kalannie Road	\$	24,283.63	part funded
EFT11613	22/11/2023	Dowerin Tyre & Exhaust	Supply & fit 2 X Continental steer tyres to D004 Fuso Tipper	\$	1,474.00	
EFT11614	22/11/2023	Department of Mines, Industry Regulation & Safety	Building Services Levy (BSL) for October 2023	\$	113.30	
EFT11615	22/11/2023	E Fire & Safety	Fire extinguisher testing for all shire properties	\$	2,433.20	
EFT11616	22/11/2023	LG Hagboom	Refund of candidate deposit for local election	\$	100.00	Refund
EFT11617	22/11/2023	INITIAL HYGIENE	Provision of Sanitary Bins and Collection - all shire properties	\$	485.91	
EFT11618	22/11/2023	Lite n' Easy	Meals for 3 clients	\$	439.06	fully funded
EFT11619	22/11/2023	AJ Metcalf	Refund of candidate deposit for local election	\$	100.00	Refund
EFT11620	22/11/2023	OFFICEWORKS MIDLAND	Mobile phone for works supervisor	\$	1,493.90	
EFT11621	22/11/2023	5Rivers Plumbing & Gas	Excavator dry hire 2 days	\$	2,439.20	
EFT11622	22/11/2023	Rural Ranger Services	Ranger services 03/11/23 & 06/11/23	\$	894.52	
EFT11623	22/11/2023	Jason Sewell	Refund of candidate deposit for local election	\$	100.00	Refund
EFT11624	22/11/2023	Shred-X Pty Ltd	Paper shredding for October 2023	\$	13.00	
EFT11625	22/11/2023	Ri Trepp	Refund candidate deposit for local election	\$	100.00	Refund
EFT11626	22/11/2023	Wheatbelt Liquid Waste	Carry out pump out and cleaning of kitchen grease trap at the DCC	\$	979.00	
EFT11627	22/11/2023	Goomalling Pharmacy	Mrs JW purchase & supply mollicare prem pads	\$	423.65	fully funded
EFT11628	22/11/2023	Central Regional Tafe	Chemical handling manuals for 4 staff members	\$	436.19	
EFT11629	22/11/2023	Carrington's Traffic Services	Supply 3 person crew for traffic control of verge maintenance on Dowerin Kalannie Road WFN182H	\$	18,792.96	part funded

EFT11630	22/11/2023	Holberton Earthmoving	Supply services as per tender T2023-05 for shoulder box out and gravel overlay works on Dowerin Koorda Road	\$	85,718.50	
EFT11631	24/11/2023	Courtney's Cleaning	HCP3 Domestic Assistance - Travel for 4 HACC clients	\$	1,121.70	fully funded
EFT11632	24/11/2023	Garden of Vegan	HCP L3- JT - Vegan meals for HACC Client	\$	350.85	fully funded
EFT11633	24/11/2023	Comfort Style Furniture & Bedding	delivery, set up and rubbish removal of bed for HACC Client	\$	200.00	fully funded
EFT11634	24/11/2023	Paula Preen	Domestic Assistance	\$	360.00	fully funded
EFT11635	24/11/2023	Red Fix Home Maintenance	HCPL2- R B - 11 Hewitt Street, Minnivale . Bathroom renovation	\$	28,335.00	fully funded
EFT11636	24/11/2023	Wheatbelt Podiatry	HCPL4 - Podiatry for 2 x HACC Clients	\$	190.00	fully funded
EFT11637	24/11/2023	Linley Dreghorn	Reimbursement for jars for the Get Online Week event	\$	34.90	
EFT11638	24/11/2023	Ann Rackham	Reimbursement for Melbourne Cup fundraising monies	\$	5,350.08	fully funded
EFT11639	24/11/2023	Kahli Rose	Reimbursement for Uniform Allowance	\$	500.00	
EFT11640	24/11/2023	Rhonda Ratcliffe	Reimbursement for DOT Licensing Training - meals	\$	319.08	fully funded
EFT11641	24/11/2023	David Singe	Reimbursement of Travel and Relocation Expenses - flights, taxis & some furniture	\$	6,745.13	
EFT11642	24/11/2023	Holberton Earthmoving	Supply services as per Tender 2023-05 6.3.3.4 schedule of works scope four, for civils on Koorda Wongan Hills Road	\$	14,757.55	
EFT11643	24/11/2023	MD Windsor	Repairs to shower recess at 11D Hilda St	\$	165.00	
EFT11644	30/11/2023	Bronwyn Claire	Season pool pass refund	\$	140.00	Refund
EFT11645	30/11/2023	Ebony Gard	Half Season pool pass refund	\$	70.00	Refund
EFT11646	30/11/2023	Diane Margaret Winifred Hatwell	Season pool pass refund	\$	60.00	Refund
EFT11647	30/11/2023	Joanne Holberton	Season pool pass refund	\$	140.00	Refund
EFT11648	30/11/2023	Sarah Hall	Season pool pass plus extra child refund	\$	170.00	Refund
EFT11649	30/11/2023	Jasmine Hedland	Season pool pass refund	\$	140.00	Refund
EFT11650	30/11/2023	Jo-Ellen Jones	Season pool pass refund	\$	140.00	Refund
EFT11651	30/11/2023	Kahli Rose	Council WiFi dongles recharge data x 3	\$	480.00	
EFT11652	30/11/2023	LGIS WA	Regional risk Co-ordinator Fee (4 financial years)	\$	17,941.08	
EFT11653	30/11/2023	Vickie Rickwood	Season pool pass refund	\$	140.00	Refund
EFT11654	30/11/2023	Avon Waste	Domestic rubbish collection	\$	2,846.48	
EFT11655	30/11/2023	Avon Valley Toyota & Isuzu Ute	Net Trade-in CEO Prado DSL Wagon AT VX 4277430 (P718-PE194)	\$	8,990.00	
EFT11656	30/11/2023	BriJarCass Security	CHSP1 - LL Provision of DA by contractor fortnightly	\$	346.50	fully funded
EFT11657	30/11/2023	Complete Office Supplies	Monitor arms, Logitech keyboard	\$	948.51	
EFT11658	30/11/2023	Competent Solutions Pty Ltd	Employee workwear as per clothing POW requests	\$	2,042.26	
EFT11659	30/11/2023	Corsign WA	Supply signage - Stop here when directed	\$	222.75	
EFT11660	30/11/2023	Carrington's Traffic Services	Supply 3 person crew for traffic control of verge maintenance on Dowerin Kalannie Road	\$	16,622.11	part funded
EFT11661	30/11/2023	Dowerin Tyre & Exhaust	Supply & fit tyre to HACC trailer	\$	120.00	
EFT11662	30/11/2023	Dowerin & Districts Farmshed	Supply 25 bags of Baileys 3.1.1 for all turf in town	\$	6,444.86	
EFT11663	30/11/2023	Dowerin Gourmet Butchershop	Catering Supplies for Blokes Breakfast	\$	201.50	
EFT11664	30/11/2023	Dowerin Community Club	COTA Seniors Week Funding - Generational Barefoot Bowls	\$	500.00	fully funded
EFT11665	30/11/2023	Eastern Hills Chainsaws & Mowers	Supply trimmer cord	\$	117.00	
EFT11666	30/11/2023	Hersey's Safety Pty Ltd	Marking paint and flagging tape for road works	\$	863.42	

EFT11667	30/11/2023	Holberton Earthmoving	Supply services as per tender 2023-05 for the cement stabilisation and final trim on Dowerin Koorda Road	\$	37,257.00	
EFT11668	30/11/2023	Joelectrics	Supply & install new bunker lighting at DCC as per quote 2533	\$	872.85	
EFT11669	30/11/2023	LINKEDD	HCPL3 - JT provision of Domestic Assistance	\$	2,358.00	fully funded
EFT11670	30/11/2023	Lite n' Easy	HCP4C- Meals for 2 x HACC Clients	\$	309.04	fully funded
EFT11671	30/11/2023	Sheree lowe	Facilitation, materials and travel for the delivery of the Dowerin Community Art Workshops.	\$	1,142.40	part funded
EFT11672	30/11/2023	MWB Contracting T/A Brickmart WA	Supply & deliver 60 X limestone blocks 500.250.200	\$	885.00	
EFT11673	30/11/2023	Naughty Bugs Pest Control	Carry out inspection & report on termite activity at Ejanding Hall	\$	254.00	
EFT11674	30/11/2023	Newground Water Services Pty Ltd	Supply chemical: Wetting agent & Ant chemical	\$	4,603.08	
EFT11675	30/11/2023	Officeworks midland	CRC - Printer Cartridges	\$	341.11	
EFT11676	30/11/2023	Petchell Mechanical	Various invoices for plant and equipment mechanical repairs and maintenance	\$	33,306.94	
EFT11677	30/11/2023	Speciale Smash Repairs	Carry out repairs to damage on D005 Hino dual cab	\$	3,996.91	
EFT11678	30/11/2023	5Rivers Plumbing & Gas	Hire of 5T excavator for 1.5 days - grave digging	\$	400.00	
EFT11679	30/11/2023	Goomalling Medical Surgery	Level A Immunisation for staff	\$	120.00	
EFT11680	30/11/2023	Sheridan's	Update of Honour Board with x3 nameplates.	\$	199.76	
EFT11681	30/11/2023	Western Stabilisers	Supply stabilisation services as per quote provided for works on Koorda Wongan Hills Road	\$	37,475.41	part funded
				\$	527,408.34	

Direct Debits

DD12791.1	01/11/2023	Water Corporation	Water usage and service charges - - 8/8/23 - 13/10/23	\$	727.88	
DD12793.1	02/11/2023	Water Corporation	Water usage - 7/8/23 - 11/10/23	\$	444.39	
DD12795.1	03/11/2023	Water Corporation	Water useage and service charges - 9/8/23 - 17/10/23	\$	352.22	
DD12801.1	06/11/2023	Water Corporation	Water usage and fire service charge - 8/8/23 - 13/10/23	\$	2,221.60	
DD12808.1	01/11/2023	Exetel Pty Ltd	Exetel - Monthly charge for Corporate Internet - November 2023	\$	560.00	
DD12810.1	08/11/2023	Precision Administration Services Pty Ltd	Superannuation - PPE 8/11/23	\$	6,992.21	
DD12812.1	01/11/2023	Xenex Systems Pty Ltd	VOIP and calls - November 2023	\$	455.02	
DD12814.1	08/11/2023	Water Corporation	Water service charges - 1/9/23 - 31/10/23	\$	6,030.23	
DD12816.1	10/11/2023	Western Australian Treasury Corporation	Loan No. 103 Interest payment -	\$	20,716.27	
DD12823.1	02/11/2023	Shire of Dowerin - Visa Payments	VISA Card Transactions - October 2023	\$	5,926.70	
DD12825.1	09/11/2023	Water Corporation	Community Club - Water usage charges - 10/8/23 - 18/10/23	\$	4,979.98	
DD12843.1	15/11/2023	Telstra Limited	Telephone usage and service charges - 26/10/23 - 26/11/23	\$	553.91	
DD12845.1	15/11/2023	Synergy	Electricity usage - 21/9/23 - 19/10/23	\$	1,742.10	
DD12848.1	21/11/2023	Gull Motorcharge Limited	80 litres ULP	\$	242.47	
DD12850.1	21/11/2023	Wesfarmers Kleenheat Gas	Annual equipment service charge	\$	127.03	
DD12852.1	21/11/2023	Synergy	Electricity supply - 28/9/233 - 27/10/23	\$	619.55	
DD12854.1	22/11/2023	Precision Administration Services Pty Ltd	Superannuation - PPE 21/11/23	\$	6,416.37	
DD12862.1	29/11/2023	Telstra Limited	TIMS Calls and service charges to 9/11/23	\$	918.62	

DD12864.1	29/11/2023	Synergy	Electricity supply - Street Lighting to 24 October 2023	\$	4,133.79
DD12866.1	30/11/2023	National Australia Bank	Merchant Fee	\$	471.94
DD12868.1	29/11/2023	National Australia Bank	Fees	\$	5.00
DD12870.1	01/11/2023	National Australia Bank	NAB Connect Fees September 2023	\$	37.74
				\$	64,675.02

Payroll

PPE 08.11.2023	Payroll	Payroll - 25/10 to 8/11/23	\$	52,222.69	
PPE 25.11.2023	Payroll	Payroll - 9/11 to 25/11/23	\$	46,989.58	
				\$	99,212.27

SUMMARY

EFT	11553 - 11681	\$	527,408.34	
Direct Debits		\$	64,675.02	
Payroll	PPE08.11.23 & PPE25.11.23	\$	99,212.27	
			\$	691,295.63



**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)



053/2706
 DOWERIN SHIRE
 PO BOX 111
 DOWERIN WA 6461

Statement Period 29 September 2023 to 27 October 2023
 Company Account No: 4557 0498 0002 7159
 Facility Limit: \$16,000

Your Account Summary

Balance from previous statement	\$5,448.56 DR
Payments and other credits	\$5,448.56 CR
Purchases, cash advances and other debits	\$5,910.09 DR
Interest and other charges	\$16.61 DR
Closing Balance	\$5,926.70 DR

**YOUR DIRECT DEBIT PAYMENT OF \$5,926.70 WILL BE
 CHARGED TO ACCOUNT 000086608- 0000480807363 ON
 02/11/2023 AS PER OUR AGREEMENT.**



0001168 300/4557049800027159 / E-2706 S-9756 I-19511

see reverse for transaction details

Transaction record for: Billing account

Date	Amount A\$	Details	Reference
4 Oct 2023	\$5,448.56 CR	DIRECT DEBIT PAYMENT	74557043276
9 Oct 2023	\$5.54	NAB INTNL TRAN FEE - (SC)	74557043282
18 Oct 2023	\$2.07	NAB INTNL TRAN FEE - (SC)	74557043291
Total for this Period:	\$5,440.95 CR		



NAB Telephone Banking: transfer funds by phone from your nominated NAB accounts to your NAB Business Visa account. Phone 1300 498 594, between 7am and 9pm AEST, Monday to Friday, 8am and 6pm AEST, Saturday and Sunday



NAB Internet Banking: transfer funds from your NAB cheque or savings account to your NAB Business Visa account using NAB Internet Banking at nab.com.au



Billers Code: 1008. Ref: Select the card number you are making the payment to. Contact your participating bank, credit union or building society to make this payment from your cheque or savings account. BPAY payments may be delayed until the next banking business day, due to processing cut-off times. Maximum BPAY payment amount is AU \$100,000 per payment.

Cardholder summary

If you have recently switched to a new product or had a Lost/Stolen replacement of your card, your cardholder summary may not reconcile with the account balance. The closing balance in "Your Account Summary" section of this statement reflects your correct balance and amount payable. Please login to your Internet Banking or NAB Connect account to review your most up to date transaction listing.

Cardholder account	Cardholder name	Credit limit	Payments and other credits (A)	Purchases and cash advances (B)	Interest and other charges (C)	Net Totals (B + C - A)
4557-0455-3794-2934	MRS REBECCA LOUISE M	\$10,000	\$0.00	\$3,467.67	\$0.00	\$3,467.67
4557-0455-3822-0801	MR AARON GARTH WOOLD	\$5,000	\$0.00	\$2,442.42	\$9.00	\$2,451.42
4557-0498-0002-7159	BILLING ACCOUNT	\$0	\$5,448.56 CR	\$0.00	\$7.61 DR	\$5,440.95 CR
			\$5,448.56 CR	\$5,910.09 DR	\$16.61 DR	\$478.14 DR

Transaction type

Annual percentage rate

Daily percentage rate

Purchase

0.000%

0.00000%

WE'VE MADE SOME IMPORTANT CHANGES TO YOUR COMPLIMENTARY CARD INSURANCE, EFFECTIVE 1 NOVEMBER 2023. THIS INCLUDES CHANGES TO NAB COMMERCIAL CARDS TRANSIT ACCIDENT INSURANCE AND NAB COMMERCIAL CARDS UNAUTHORISED TRANSACTION INSURANCE. FOR MORE INFORMATION AND COPIES OF THE UPDATED T&CS, VISIT NAB.COM.AU/CARDINSURANCECHANGES



**WE'RE MAKING SOME CHANGES TO THE TERMS AND CONDITIONS
THAT APPLY TO YOUR BUSINESS CREDIT CARD ACCOUNT.
FOR INFORMATION ABOUT THE CHANGES AND A COPY OF THE TERMS
VISIT [NAB.COM.AU/BUSINESSCARDCHANGES](https://www.nab.com.au/businesscardchanges)**



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)

Cardholder Details

Cardholder Name: MRS REBECCA LOUISE MCCALL
 Account No: 4557 0455 3794 2934
 Statement Period: 29 September 2023 to 27 October 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
2 Oct 2023	\$2,508.00	SAFETYCULTURE TOWNSVILLE CI					74201333273
4 Oct 2023	\$775.00	EXETEL PTY LTD NORTH SYDNEY					74564723276
9 Oct 2023	\$184.67	DROPBOX*WGRBVXPCKJ11 D02FD79					74657363282
Total for this period	\$3,467.67		Totals				

Employee declaration

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

Cardholder signature: _____

R. Lepp

Date: _____

29/11/2023

0001188 300/4557049800027159 / E-2706 S-9758 L-19515



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)

Cardholder Details

Cardholder Name: MR AARON GARTH WOOLDRIDGE
 Account No: 4557 0455 3822 0801
 Statement Period: 29 September 2023 to 27 October 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
2 Oct 2023	\$164.99	Canva* 03925-9190100 Sydney					74071913274
6 Oct 2023	\$463.94	HOTELSCOM7267087380743 AU.HOTELS.COM					74316013278
9 Oct 2023	\$28.99	Adobe Systems Pty Ltd Sydney					74773883280
13 Oct 2023	\$169.00	Hotel at Booking.com Sydney					74773883285
16 Oct 2023	\$30.92	MYCASECOVERS CHATSWOOD					74201333286
16 Oct 2023	\$60.00	AP DOWERIN LPO DOWERIN					74940523285
17 Oct 2023	\$28.99	Adobe Systems Pty Ltd Sydney					74773883288
17 Oct 2023	\$693.00	NEXACU BRISBANE					74201333289
18 Oct 2023	\$76.41	COLES ONLINE HAWTHORN EAST					74940523289
18 Oct 2023	\$69.00	Vorwerk International C Wollerau					74987503291

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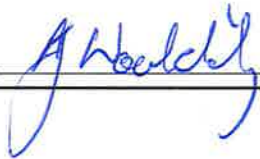
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Transaction record for: MR AARON GARTH WOOLDRIDGE (continued)

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
19 Oct 2023	\$578.95	Harvey Norman Online Homebush West					74564453291
25 Oct 2023	\$35.50	STAMP STORE THOMASTOWN					74564453297
26 Oct 2023	\$42.73	Bear Pantry Dowerin					74773883298
27 Oct 2023	\$9.00	CARD FEE					74557043300
Total for this period	\$2,451.42		Totals				

Employee declaration

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

Cardholder signature: 

Date: 20.11.23.