



SHIRE OF
DOWERIN
TIN DOG TERRITORY

MINUTES

Ordinary Council Meeting

Held in Council Chambers
13 Cottrell Street, Dowerin WA 6461
Tuesday 21 February 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
Ordinary Council Meeting
Tuesday 21 February 2023



1. Official Opening / Obituaries

The President welcomes those in attendance and declares the Meeting open at 4.04pm. In opening the meeting, the CEO, Management and Councillors acknowledged the passing of Dowerin Resident Donald Cook with a minute silence.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr RI Trepp	President
Cr W Allsopp	
Cr LG Hagboom	
Cr DP Hudson	
Cr NP McMorrان	Via Zoom
Cr AJ Metcalf	
Cr JC Sewell	

Staff:

Ms R McCall	Chief Executive Officer
Mr A Wooldridge	Deputy Chief Executive Officer
Ms L Dreghorn	Executive and Governance Officer

Members of the Public: Mrs Marie Edmonds

Apologies: Nil

Approved Leave of Absence: Cr BA Ward - Deputy President

Request for Attendance via Remote Connection

In accordance with Regulation 14A of the *Local Government (Administration) Regulations 1996* Cr NP McMorrان has requested attendance at this Ordinary Council Meeting via remote connection.

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation/Resolution

Moved: Cr Trepp **Seconded:** Cr Metcalf

0724 That, pursuant to Regulation 14A of the *Local Government (Administration) Regulations 1996*, the Council:

1. Approves Cr NP McMorrان's attendance at the 21 February 2023 Ordinary Council Meeting via remote connection; and
2. Approves McMorrان Farm as a suitable place for Cr NP McMorrان's attendance.

CARRIED BY ABSOLUTE MAJORITY 6/0

4.07pm – Cr NP McMorrان was contacted via Zoom and joined the meeting.

4.07pm L.Dreghorn left the meeting to bring Mrs Marie Edmonds into the meeting.

4.11pm L Dreghorn and Mrs Edmonds returned to the meeting.

3. Public Question Time

Mrs Marie Edmonds - Where have all the corella's gone? Did Council do a cull? Stench from drains main street?

4. Disclosure of Interest

Nil

5. Applications for Leave of Absence

Nil

6. Petitions and Presentations

Nil

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

7.1 Ordinary Council Meeting held on 20 December 2022.

[Attachment 7.1A](#)

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/ Resolution - 7.1

Moved: Cr Sewell

Seconded: Cr Allsopp

0725 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 20 December 2022, as presented in Attachment 7.1A, be confirmed as a true and correct record of proceedings.

CARRIED 7/0

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

8.1 Annual Elector's meeting held on 20 December 2022

[Attachment 8.1A](#)

8.2 RRG Committee Meeting held on 1 February 2023

[Attachment 8.2A](#)

8.3 Asset & Works Committee Meeting held on 6 February 2023

[Attachment 8.3A](#)

Voting Requirements



Simple Majority



Absolute Majority

Councillor's Recommendation/Resolution - 8

Moved: Cr Sewell

Seconded: Cr Hudson

0726 That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Annual Elector's Meeting held 20 December 2022, as presented in Attachment 8.1A, and the Minutes of the RRG Committee Meeting held on 1 February 2023, as presented in Attachment 8.2A, and the Asset & Works Committee Meeting held on 6 February 2023, as presented in Attachment 8.3A, be received by Council.

CARRIED 7/0

9. Recommendations from Committee Meetings for Council Consideration

9.1 Asset & Works Committee Recommendation(s)

9.1 Asset & Works Committee Meeting held on 6 February 2023

9.1.1 Regional Road Group (RRG) 5 Year Plan – Proposed Amendments

Refer Asset & Works Committee Meeting Minutes dated 6 February 2023

Attachment 9.1.1

Voting Requirements



Simple Majority



Absolute Majority

Councillor's Recommendation/Resolution – 9.1.1

Moved: Cr Trepp

Seconded: Cr Hudson

0727 That, by Simple Majority, in accordance with the *Local Government Act 1995*, the Asset & Works Committee:

- 1. Receives the Regional Road Group 5 Year Amended Plan, as presented in Attachment 7.1A; and**
- 2. Recommends to Council that it adopts the Regional Road Group 5 Year Amended Plan.**


CARRIED 7/0

10. Announcements by the President Without Discussion

NEWROC meeting at the DCC on 20 February 2023, there is now funding available for EV charging stations with a maximum \$10,000 contribution.

11. OFFICER'S REPORTS – CORPORATE AND COMMUNITY SERVICES

11.1 Financial Activity Statements

<h1>Corporate and Community Services</h1>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	14 February 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 / 2022-2023 Monthly Financial Statements	
Disclosure of Interest:	Nil	
Attachments:	Attachment 11.1A – December 2022 Financial Activity Statement Attachment 11.1B – January 2023 Financial Activity Statement	

Purpose of Report

Executive Decision

Legislative Requirement

Summary

This item presents the Statement of Financial Activity to Council for the period ending December 2022 and January 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

Rebecca McCall, 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 Hudson

Seconded: Cr Allsopp

0728 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 December 2022 and January 2023, as presented in Attachment 11.1A and Attachment 11.1B.

CARRIED 7/0

11.2 List of Accounts Paid

<h1>Corporate & Community Services</h1>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	7 January 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 - List of Accounts Paid - December 2022 Attachment 11.2B - List of Accounts Paid - January 2023	

Purpose of Report

Executive Decision

Legislative Requirement

Summary

This Item presents the List of Accounts Paid, paid under delegated authority, for December 2022 and January 2023.

Background

Nil

Comment

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

Consultation

Rebecca McCall, Chief Executive Officer
 Aaron Wooldridge, Deputy Chief Executive Officer
 Cheryl Murray, 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 Council’s adopted 2022/23 Budget.

Voting Requirements



Simple Majority



Absolute Majority

Officer’s Recommendation/Resolution – 11.2

Moved: Cr Hudson

Seconded: Cr Metcalf

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 Attachment 11.2B, and as detailed below:

List of Accounts Paid – December 2022

EFT 10466 to EFT 10581	\$521,455.12
CHQ 11007 to CH 11010	\$4,285.54

Direct Debit: Credit Card Payment: November 2022	\$2,735.09
Direct Debit: Motopass: Fuel: November 2022	\$968.45
Direct Debit: Synergy	\$9,681.45
Direct Debit: Bank Fees	\$294.33
Direct Debit: Water Corporation	\$2,181.93
Direct Debit: DOT - Shire Fleet Rego	\$8,012.45
Direct Debit: Telstra	\$591.91
Direct Debit: Xenex VoIP System	\$456.94
PPE Dec 2022 - Wages	\$39,544.93
PPE Dec 2022 - Wages	\$34,734.92
Superannuation	\$10,846.49
TOTAL	\$635,789.55

List of Accounts Paid - January 2023	
EFT 10582 to EFT 10632	\$127,068.95
Direct Debit: Credit Card Payment: December 2022	\$1,221.58
Direct Debit: Synergy	\$1,930.18
Direct Debit: Bank Fees	\$296.90
Direct Debit: Water Corporation	\$48.96
Direct Debit: Tin Dog General Store	\$1,228.47
Direct Debit: Telstra	\$685.95
Direct Debit: Wesfarmers Kleenheat	\$1,139.88
Direct Debit: Xenex VoIP System	\$455.02
Direct Debit: Return of Duplicate Silver Chain Payment	\$2,728.80
PPE Jan 2023 - Wages	\$34,636.91
PPE Jan 2023 - Wages	\$35,823.80
Superannuation	\$10,896.96
TOTAL	\$218,162.36

CARRIED 7/0

11.3 Recalcitrant Rates Debtors – December 2022

<h2>Corporate & Community Services</h2>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	10 February 2023	
Location:		
Responsible Officer:	Aaron Wooldridge, Deputy Chief Executive Officer	
Author:	Sheldon Cox, Rates and Finance Officer	
Legislation:	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
Sharepoint Reference:	Organisation/Rates and Evaluations/Reporting/2022 Recalcitrant Rates Debtors	
Disclosure of Interest:	Nil	
Attachments:	Attachment 11.3A – Recalcitrant Rates Debtors	

Purpose of Report

Executive Decision Legislative Requirement

Summary

The Shire of Dowerin recalcitrant Rates Debtors report for December 2022 details assessments not paying on an arrangement, with a previous year’s balance of more than \$100.

Background

It is considered best practice for Council to have less than 4% (roughly \$55,000) of the rates levied outstanding at the end of the financial year. The Council did not achieve this due to several assessments holding large debts.

Comment

As at the end of the December 2022 quarter, the Shire of Dowerin’s recalcitrant list of properties shows 18 properties with outstanding rates for previous financial years totaling \$107,433.73.

Within the 18 properties, 5 with a total of \$67,230.54 are included in the Estimated Credit Loss provision, to be seized and sold. Most of the debt is due to no direct beneficiary. The process in the recovery of debt is currently underway for 1 property previously approved by council. Further 3 properties will be monitored and reported to council at a later date for approval, as part of the 3-year rule on the recovery of debt.

Administrative processes are in place to ensure properties are updated on the rating system with correct and relevant contact details of owners that has resulted in frequent contact and payments being made.

As per the Local Government Act 1995, local governments are required to recover rates. By taking no action will be a breach of the *Local Government Act 1995*.

6.57. *Non-compliance with procedure in Act not to prevent recovery of rate or service charge.*
In proceedings by or on behalf of a local government for the recovery of an amount due in respect of a rate or service charge, failure by the local government to comply in respect of the rate or service charge with the provisions of this Act, is not a defence, if it appears that it had the power to impose, and did in fact assent to the imposition of, the rate or service charge.

Consultation

Sheldon Cox, Rates Officer
Tara Donnelly, Casual Rates Officer
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

Nil

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

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

Outcome: 5.3

Reference: 5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Financial Impact
Risk Description	\$50,001 - \$200,000
Consequence Rating	Major (4)
Likelihood Rating	Likely (4)
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 risk implications as set out above has now increased from \$5,001 - \$50,000 to \$50,001 - \$200,000 as this is the next bracket in our risk description and our long-term outstanding debts are over \$64,000.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution - 11.3

Moved: Cr Sewell

Seconded: Cr Allsopp

0730

That Council, by Simple Majority, receives the report of Recalcitrant Rates Debtors, as presented in Attachment 11.3A.

CARRIED 7/0

11.4 3/13 Stacy Street, Dowerin - Application for the Keeping of Three Dogs

Corporate & Community Services



Date:	1 February 2023
Location:	3/13 Stacy Street, Dowerin
Responsible Officer:	Aaron Wooldridge,
Author:	Irene Ryan, Ranger
Legislation:	<i>Dog Act 1976</i> ; Shire of Dowerin Dogs Local Law 2008
Sharepoint Reference:	Compliance/Ranger/Animal Registrations
Disclosure of Interest:	Nil
Attachments:	Attachment 11.4A - Ranger's Report

Purpose of Report

Executive Decision

Legislative Requirement

Summary

This Item presents an application for the keeping of three dogs at a townsite property to Council for consideration and, if satisfactory, approval.

Background

An application has been received to keep three dogs at 3/13 Stacy Street, Dowerin. Any person wishing to keep more than two dogs within prescribed areas is required to get Council approval.

Comment

A copy of the Ranger's Report is provided as an Attachment. The report details the process of assessing the application, the inspection of the property and the Ranger's recommendation.

All dogs have been microchipped, registered and are between the ages of 6 and 10 years of age.

Consultation

Irene Ryan - Rural Ranger Services

Policy Implications

Nil

Statutory Implications

The Shire of Dowerin Dogs Local Law 2018 and Part 5 Section 26 of the *Dog Act 1976* are applicable.

Clause 3.2(2)(b) of the Dogs Local Law only permits the keeping of four dogs over the age of three months if the premises is situated outside a townsite. However, Section 26(3) of the *Dog Act 1976* enables a local government to grant an exemption in respect of the numbers of dogs permitted to be kept at a residence. Such an exemption may be made subject to conditions, including a condition that it applies only to the dogs specified in the exemption.

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

Objective: We are recognised as a transparent, well governed, and effectively managed local government

Outcome: 5.3

Reference: 5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	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

An application fee of \$100 applies and the cost of registration on all three dogs.

Voting Requirements



Simple Majority



Absolute Majority

Officer Recommendation

That, in accordance with Section 26(3) of the Dog Act 1976, Council approves the application to house three dogs at 3/13 Stacy Street, Dowerin with the following conditions:

1. The approval being placed on the condition that the dogs do not prove to be a nuisance (to the satisfaction of Council) to adjoining or adjacent neighbours in terms of barking, aggressive behaviours and/or wandering.
2. The exemption applies only to the three (3) dogs stated on the application. Once any of the dogs are deceased, sold or otherwise disposed of, the exemption for that particular dog ceases to have effect.
3. The exemption will cease to have effect on the date of any conviction for an offence relating to The Dog Act 1976 in respect of any of the dogs, or any person in charge of those dogs.
4. The subject property must be kept clear of all animal excreta using proper disposal methods.
5. Adequate cover and protection are always to be available to the dogs.

6. The dogs are to be adequately confined in accordance with Section 3.1 of the Shire of Dowerin Dogs Local Law.
7. Access to the property is to be given to a Shire Officer for an annual inspection, or more regularly if the Shire so determines. Each inspection will be charged in accordance with the adopted Schedule of Fees and Charges.
8. A self-watering drinking device is to be installed in the house yard so that fresh clean water is always available.

Resolution - 11.4

Moved: Cr Metcalf

Seconded: Cr Allsopp

0731 That, in accordance with Section 26(3) of the *Dog Act 1976*, Council approves the application to house three dogs at 3/13 Stacy Street, Dowerin with the following conditions:

1. The approval being placed on the condition that the dogs do not prove to be a nuisance (to the satisfaction of Council) to adjoining or adjacent neighbours in terms of barking, aggressive behaviours and/or wandering.
2. The exemption applies only to the three (3) dogs stated on the application. Once any of the dogs are deceased, sold or otherwise disposed of, the exemption for that particular dog ceases to have effect.
3. The exemption will cease to have effect on the date of any conviction for an offence relating to *The Dog Act 1976* in respect of any of the dogs, or any person in charge of those dogs.
4. The subject property must be kept clear of all animal excreta using proper disposal methods.
5. Adequate cover and protection are always to be available to the dogs.
6. The dogs are to be adequately confined in accordance with Section 3.1 of the Shire of Dowerin Dogs Local Law.
7. Access to the property is to be given to a Shire Officer for an annual inspection, or more regularly if the Shire so determines. Each inspection will be charged in accordance with the adopted Schedule of Fees and Charges.
8. A self-watering drinking device is to be installed in the house yard so that fresh clean water is always available.
9. Registration of all three dogs.

CARRIED 7/0

Reason

Council wished to include that all three dogs are to be registered in accordance with Shire of Dowerin Dog Local Law.

11.5 Dowerin Wylie Football Club – Project Support Proposal

<h1>Corporate & Community Services</h1>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	14 February 2023	
Location:	Dowerin Sport Recreation Precinct	
Responsible Officer:	Rebecca McCall, CEO	
Author:	Linley Dreghorn, Executive & Governance Officer	
Legislation:	<i>Local Government Act 1995</i>	
Sharepoint Reference:	Community Development/Community Groups Liaison/2020-Dowerin Events Management	
Disclosure of Interest:	Nil	
Attachments:	<p><u>Attachment 11.5A</u> - Project Support Proposal – AFL Football Goal Replacement</p> <p><u>Attachment 11.5B</u> - Quotes</p>	

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This Item presents a project support proposal to provide financial assistance for the Dowerin Wylie Football Club (DWFC) to Council for consideration and, if satisfactory, adoption.

Background

The President of the Football Club met with the CEO to discuss presenting a proposal to Council to assist financially with the replacement of the AFL football goals located at the Dowerin Recreation Precinct.

Comment

The DWFC propose a funding arrangement of one third contribution from Shire of Dowerin, Dowerin Events Management and the DWFC. The current goals are damaged and outdated and therefore are seeking to replace with AFL standard goals. The new goals will be removeable, therefore providing flexibility for other users and/or events.

Quotes have been received and the favourable quote is for \$8,085.00. This quote was the cheapest received and preferable as they are a West Australia based company. If Council decides to support this proposal, the contribution would be \$2,695.00.

The Memorandum of Understanding between the Shire of Dowerin and the Dowerin Wylie Football Club outlines that the maintenance and replacement of the goals posts will be shared between both parties. The Dowerin Wylie Football Club is responsible for the maintenance and renewal of the goal pads.

Consultation

Rebecca McCall, Chief Executive Officer

Matt Couper, Dowerin Wylie Football Club President

Policy Implications

Nil

Statutory Implications

Local Government Act 1995

Strategic Implications

Strategic Community Plan

Community Priority: Our Infrastructure

Objective: We have functional assets and infrastructure that supports the community

Outcome: 3.2

Reference: 3.2.3

Asset Management Plan

The management of assets within the Dowerin Recreation Precinct is the responsibility of the Shire of Dowerin. Provision for Council-developed infrastructure is outlined in the Asset Management Plan.

Long Term Financial Plan

Management of assets outlined in the Asset Management Plan is reflected in the Long-Term Financial Plan.

Risk Implications

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

Financial Implications

It should be noted that if the above proposal is approved, this will be a capital item and taken into consideration within the 2022/23 budget review.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution - 11.5

Moved: Cr Hagboom

Seconded: Cr Allsopp

0732 That, in accordance with the *Local Government Act 1995*, Council supports the Project Support Proposal submitted by Dowerin Wylie Football Club (DWFC) as presented in Attachment 11.5A, in accordance with the following conditions:

1. Site works are planned and prepared in liaison with the Asset & Works Coordinator;
2. Site works are approved by the Asset & Works Coordinator;
3. Additional costs incurred to include installation will be met by DWFC; and
4. Shire of Dowerin contribution capped at \$2,700.

CARRIED 7/0

11.6 Fee Amendment for Dry Hire of 12M Grader

Governance & Compliance



Date:	13 February 2023
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Linley Dreghorn, Executive & Governance Officer
Legislation:	<i>Local Government Act 1995</i>
SharePoint Reference:	
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

Executive Decision

Legislative Requirement

Summary

This Item presents the fee amendment for the dry hire of the Shire of Dowerin's 12M Grader to Council for consideration and, if satisfactory, adoption.

Background

Council at its Ordinary Meeting held on 20 December 2022 (CMRef 0711) ratified to introduce a daily dry hire rate for the Shire of Dowerin's mobile plant and equipment. It was brought to management's attention that the incorrect day rate of \$450.00 had been reported to Council for the 12M Grader. This should have in fact been \$550.00.

Under Section 6.19 of the *Local Government Act 1995*, Councils are required to give local public notice if it wishes to impose any new fees or changes after the budget has been adopted. This item brings a recommendation from Management before Council to give local public notice of the fee amendment for the dry hire of the Shire of Dowerin's 12M Grader.

Comment

Due to the decision to contract the road construction and grader programs, there is an opportunity to dry hire under utilised plant. To enable dry hire an appropriate hire rate needs to be included in the 2022/23 Fees and Charges.

The following recommended dry hire fee is based on current market rates:

PLANT	DAY RATE Ratified 20/12/22	AMENDED DAY RATE
Grader 12M	\$450.00	\$550.00

Consultation

Rebecca McCall, Chief Executive Officer
Aaron Wooldridge, Deputy Chief Executive Officer
Ben Forbes, Asset & Works Coordinator

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

Community Priority: Our Economy

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

Outcome: 2.1

Reference: 2.1.2

Asset Management Plan

Associated maintenance costs of plant is factored into the AMP.

Long Term Financial Plan

Associated maintenance costs of plant is factored into the LTFP.

Statutory Implications

Section 6.19 of the *Local Government Act 1995* states:

“6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of –

(a) its intention to do so; and

(b) the date from which it is proposed the fees or charges will be imposed.”

Risk Implications

Risk Profiling Theme	Asset Management Practices
Risk Category	Property (Plant, Equipment, Buildings)
Risk Description	\$5,001 - \$50,000
Consequence Rating	Moderate (3)
Likelihood Rating	Possible (3)
Risk Matrix Rating	Moderate (6)
Key Controls (in place)	Asset Management Plan
Action (Treatment)	Development of Revised Asset Management Plan
Risk Rating (after treatment)	Effective

Financial Implications

The introduction of dry hire fees and charges will generate unbudgeted revenue for the 2022/23 financial year.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation/Resolution - 11.6

Moved: Cr Hudson

Seconded: Cr Trepp

0733

That, by Absolute Majority, in accordance with Section 6.19 of the *Local Government Act 1995*, Council resolves to give local public notice of the intention to amend the daily dry hire rate of the Shire of Dowerin's 12M Grader to \$550.00.

CARRIED BY ABSOLUTE MAJORITY 7/0

11.7 Acquisition of Trucks

Corporate and Community Services



Date:	14 February 2023
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Linley Dreghorn, Executive Governance Officer
Legislation:	<i>Local Government Act 1995</i>
Sharepoint Reference:	Technical/Asset Management/Acquisitions
Disclosure of Interest:	Nil
Attachments:	Attachment 11.7A - Quotations

Purpose of Report

Executive Decision



Legislative Requirement

Summary

This item presents the plant and light fleet replacement program 2023-2024 to Council for consideration and, if satisfactory, adoption.

Background

Due to the implementation of the organisation re-structure and the current volatile plant and light vehicle market, the changeover of the Asset and Works vehicles were not included in the 2022-23 Budget.

It was requested during budget deliberations by Councillors if plant and motor vehicle changeovers could be referred to the Asset and Works Committee for consideration prior to purchase.

Comment

A quotation for the changeover of the light trucks was presented to the Asset & Works Committee at its February meeting. This initial quote from Hino has been revised and included in the attachments.

Hino has contacted the Shire of Dowerin advising that availability of the chosen light trucks can be delivered in April, therefore staff have proceeded to seek another two quotes to comply with procurement policies. A summary of the quotations ex GST are as follows:

DEALERSHIP	PURCHASE PRICE	TRADE IN	LEAD TIME
Hino - 300 Series	\$81,359.09	\$31,000	April 2023
Hino - 500 Series	\$108,699.99	\$32,000	April 2023
Major Motors	\$99,760.00	Trade quote not available	12 months
Major Motors	\$76,840.00	Trade quote not available	12 months
Major Motors	\$97,220.00	Trade quote not available	12 months

Daimler Trucks	\$73,379.46	Trade quote not available	April 2023
Daimler Trucks	\$120,469.33	Trade quote not available	TBC on Order

It is recommended that the price provided by Hino is accepted due to supply and suitability of light trucks.

Consultation

Rebecca McCall, Chief Executive Officer
Ben Forbes, Asset & Works Coordinator
Asset & Works Committee; 6 February 2023
Asset & Works Committee; 21 February 2023
Major Motors
Hino
Daimler Trucks Perth

Policy Implications

Asset Management Policy and Replacement of Plant and Vehicles Policy.

Statutory Implications

Local Government Act 1995 Section 6.8

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure
 - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution; or
 - (c) is authorised in advance by the mayor or president in an emergency.
- (2) Where expenditure has been incurred by a local government
 - (a) Pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 - (b) Pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of council.

Strategic Implications

Strategic Community Plan

Community Priority: Our Infrastructure
Objective: We have functional assets and infrastructure that supports the community
Outcome: 3.2
Reference: 3.2.1

Asset Management Plan

The Asset Management Plan accommodates the maintenance and replacement of a CEO vehicle.


Long Term Financial Plan

The Long Term Financial Plan accommodates the maintenance and replacement of a CEO vehicle.

Risk Implications

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance

11.8 2022/2023 Budget Review

<h2>Corporate and Community Services</h2>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	15 February 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/Budgeting/2023	
Disclosure of Interest:	Nil	
Attachments:	Attachment 11.8A - 2022/2023 Annual Budget Review	

Purpose of Report

Executive Decision

Legislative Requirement

Summary

This Item presents the 2022/2023 Annual Budget Review to Council for consideration and, if satisfactory, adoption.

Background

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires local governments to conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government, Sport and Cultural Industries (DLGSC) within 30 days of the adoption of the review.

Comment

The original 2022/2023 Budget was adopted by Council at its Ordinary Meeting on 2 August 2022 (CMRef 0638).

The Office of the Auditor General (OAG) provided the Shire of Dowerin with its final 2021/2022 Annual Financial Report on 06 December 2022 that resulted in less opening funds of \$237,723 than predicted when adopting the Budget for 2022/2023. This reduction is due to the timing of the receipt and accounting recognition of revenue relating to grant funded works.

The Budget Review process for 2022/2023 has commenced on time with a more robust review process.

In the process of finalising the budget review, the Statement of Budget Review has resulted in a further improvement on the adopted budget by \$178,639. During the year Council approved \$50,000 to be transferred from reserves for works on the sewerage infrastructure. This has resulted a reduction in reserves by this amount, therefore, the net movement to reserves will be \$128,639 in addition to the original adopted budget net value to reserves of \$379,677 making a total of \$508,316 to be transferred to reserves. The explanation to the major variances is summarised in the below table and in detail in the notes of the Budget Review Report period ending 31 January 2023.

The Statement of Financial activity remains to provides a balanced budget.

<u>Budget Program</u>	<u>Adopted Budget</u>	<u>Revised Budget</u>	<u>Variance</u>	<u>Variance Reason</u>
Fees and Charges	\$669,810	\$746,650	\$76,840	Increased Standpipe and Private Works Income.
Op. Grants, Subsidies & Contributions	\$1,252,739	\$1,521,024	\$268,285	Increased Financial Assistance Grants \$419k, reduced Aged Care and Welfare Grants \$175k.
Employee Costs	\$1,796,711	\$1,501,526	(\$295,185)	Reduced employee costs due to reduction in admin and Aged Care costs.
Materials & Contracts	\$1,651,443	\$1,758,681	\$107,238	Harbour Software, Events and Parts & Repairs.
Capital Revenue (Non-Operating Grants)	\$3,470,765	\$3,850,259	\$379,494	Increased in Roads Grants.
Capital Revenue (Proceeds from Disposal of Assets)	\$121,000	\$209,500	\$88,500	Trade-in x2 Hino Trucks and Sale x2 Utes
Capital Expenses (Infrastructure Assets Roads)	\$3,710,766	\$4,055,890	\$345,124	WSFN Projects will be offset to the increased in Roads Grants.
Capital Expenses (Plant & Equip)	\$62,000	\$280,059	\$218,059	New Slasher and 2x Hino Trucks
Transfer to Reserves	\$482,238	\$660,877	\$178,639	Surplus of funds due to this review are transferred to reserves.
Transfer from Reserves	\$102,561	\$152,561	\$50,000	Funds for replacement sewerage pumps for sewerage infrastructure.
Opening Funding Surplus (Deficit)	\$1,251,657	\$1,013,934	(\$237,723)	The opening surplus was lower than budgeted due to revenue relating to grant funded projects received in FY23 that was unspent (LRCIP & Blackspot) being moved from revenue to liability as per the new AAS. These funds are recognised as additional revenue in this budget review.

During the budget review process, management has identified and recommended additional capital expenses that have been funded from the surplus. These are listed below and included in Note 6 'Capital Acquisitions' on pages 18 and 19 of the Budget Review Report:

- Football Goal Post Replacement
- Shade Sails for Centenary Park
- Sewerage Pump Repairs
- New Slasher
- Acquisition/disposal of two Hino trucks

There are other variances that are of a minor nature and have been funded from the surplus from this review. These are commented in the attached Budget Review Report from note 4 on pages 8 to 11.

With all budget amendments that have been carried out from this review, they are captured in note 5 on pages 12 to 16 with comments on variances greater than \$10,000.

Consultation

Rebecca McCall, Chief Executive Officer
Aaron Wooldridge, Deputy Chief Executive Officer
Ben Forbes, Assets & Works Coordinator
Megan Shirt, Consultant
Asset & Works Committee Workshop – 6 February 2023
Council Workshop – 7 February 2023

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

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* is applicable and states:

“33A. Review of budget

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must –*
 - (a) *consider the local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
 - (b) *consider the local government’s financial position as at the date of the review; and*
 - (c) *review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*
**Absolute majority required.*
- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.”*

Risk Implications

The Review must be completed prior to 31 March 2023 and lodged with the DLGSC within 30 days of adoption, otherwise the Shire will be non-compliant with the requirements of the *Local Government (Financial Management) Regulations 1996*.

Financial Implications

If Council adopts the proposed 2022/2023 Budget Review amendments as presented, the result is a balanced budget.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation

That, by Absolute Majority, in accordance with Regulation 33A of the Local Government (Financial Management) Regulations 1996, Council:

1. Adopts the 2022/2023 Budget Review, as presented in Attachment 11.8A; and
2. Submits a copy of the 2022/2023 Budget Review to the Department of Local Government, Sport and Cultural Industries.

Resolution - 11.8

Moved: Cr Hudson

Seconded: Cr Sewell

0735 That, by Absolute Majority, in accordance with Regulation 33A of the *Local Government (Financial Management) Regulations 1996*, Council:

1. That the 2022/2023 Budget Review Report be amended to list the following Capital plant items - 500 Series Hino (\$108,700), 300 Series Hino (\$81,359), Rotary Axe Slasher (\$28,000), be funded from the Plant Replacement Reserve;
2. Proceeds from the disposal of 500 Series Hino truck, 300 Series Hino truck, Ford Ranger P002 and Toyota Hilux P18 to be allocated to the Plant Replacement Reserve;
3. To allocate any remaining surplus to the Roads and Infrastructure Reserve;
4. Adopts the 2022/2023 Budget Review, as per amendments; and
5. Submits a copy of the 2022/2023 Budget Review to the Department of Local Government, Sport and Cultural Industries.


CARRIED BY ABSOLUTE MAJORITY 7/0

Reason

Council wished to clarify the allocations of remaining surplus.

12. OFFICER'S REPORTS - GOVERNANCE AND COMPLIANCE

12.1 Policy Manual Review - Council Related Policies

<h1>Governance & Compliance</h1>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	10 February 2023	
Location:	Not Applicable	
Responsible Officer:	Rebecca McCall, Chief Executive Officer	
Author:	Linley Dreghorn, 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 - Reviewed Amended Policies Attachment 12.1B - Policies to be Rescinded	

Purpose of Report

Executive Decision

Legislative Requirement

Summary

This Item presents the reviewed and proposed Council related policies 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.

Council at its February Workshop reviewed and discussed the current Council policies and are presented for ratification.

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
2.1 - Related Parties Disclosure	Position titles amended to align with current organisation structure. A document control box added.
2.2 - Risk Management	Policy was reviewed in 2022, only requires amending the AS to reflect the correct standard. Document Control box added.
2.3 - Public Interest Disclosure	Document Control box added.
2.5 - Common Seal & Document Signing	Rewritten Document Control box added.
2.6 - Senior Employees & Acting CEO	Amended to align with current organisation structure. Document Control box added.
4.1 - Fuel Stock Control	Rescind - procedural manual
5.1 - Dowerin Home Care Volunteer	Modify the policy for Council's consideration to support an allowance for a volunteer driver
5.3 - Community Bus Hire	Policy reviewed to remove procedural text
7.4 - Health & Wellbeing	Position titles amended to align with current organisation structure. A document control box added.
7.8 - Equal Employment Opportunity	That the responsible officer be the Chief Executive Officer to demonstrate the importance of Equal Opportunity at the Shire. That Guideline 5 be changed from "The Council" to "The Shire of Dowerin"
7.15 - Education & Assistance	Position titles amended to align with current organisation structure. Reworded paragraph 3. A document control box added.
7.16 - Prescription Safety Glasses	Rescind - procedural manual

Consultation

Council Workshop 7 February 2023

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.

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

Financial Implications

Funds have been included in the 2022/23 Budget to cover any costs associated with the policies. Similarly, funds will need to be allocated in future budgets.

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation/Resolution - 12.1

Moved: Cr Hudson

Seconded: Cr Allsopp

0736 That, by Simple Majority in accordance with Section 2.7 of the *Local Government Act 1995*, Council:

1. **Adopts the Council Policies, as presented in Attachment 12.1A; and**
2. **Rescinds the Council Policies, as presented in Attachment 12.1B.**

CARRIED 7/0

12.2 Local Government Ordinary Election 2023

Governance & Compliance



Date:	14 February 2023
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, CEO
Author:	Linley Dreghorn - Executive & 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 12.2A - Written Agreement from Electoral Commission

Purpose of Report

Executive Decision

Legislative Requirement

Summary

This item seeks Council resolution to declare the Electoral Commissioner be responsible for the Local Government Ordinary Election by a Postal Election.

Background

Local government ordinary elections are held on the third Saturday in October every two years. The next local government ordinary election will be held on 21 October 2023.

Councillors are elected for terms of four years in Western Australia. Elections are held every two years for half of the Council, and candidates are elected using the first past-the-post voting system. If a vacancy occurs within a term, an extraordinary election is held.

The Electoral Commissioner is responsible for conducting all local government postal elections in Western Australia. By making the Electoral Commissioner responsible for this election, the Shire can ensure that the election is conducted independently and with impartiality.

Postal elections are more convenient for many electors and typically result in a higher rate of voter participation than in person ballots.

For postal elections, all eligible electors will receive a postal voting package around three weeks prior to polling day. The package will include a list of candidates, ballot papers, instructions on how to vote and a declaration.

Comment

The Shire of Dowerin has obtained written agreement from the Electoral Commissioner to be responsible for the conduct of the ordinary elections in 2023, together with any other elections or polls that may also be required. This agreement is subject to the proviso that the Shire of Dowerin also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election and is ratified by Council.

Consultation

Western Australian Electoral Commission
Chief Executive Officer

Policy Implications

Nil

Statutory Implications

Section 4.20(4) *Local Government Act 1995*

Section 4.61(2) *Local Government Act 1995*

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

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

Outcome: 5.3

Reference: 5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	Non-compliance results in litigation, criminal charges or significant damages or penalties to Shire / Officers
Consequence Rating	Extreme (5)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	High (10)
Key Controls (in place)	Governance Framework
Action (Treatment)	Document Governance Framework
Risk Rating (after treatment)	Adequate

Financial Implications

The estimated cost for the 2023 local government ordinary election is \$13,000 inc GST. Additional costs include:

Statutory Advertising – approximately \$2,700

Staff x 1 to assist the Returning Officer – approximately \$800

The approximate amount of \$16,500 (ex GST) will be included in the 2023/24 budget.

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation/Resolution - 12.2

Moved: Cr Trepp

Seconded: Cr Hudson

0737 That Council, by Absolute Majority, Pursuant to Section 4.20(4) of the Local Government Act 1995 resolves to:

1. Declare the Electoral Commissioner to be responsible for the conduct of the 2023 Ordinary Elections together with any other elections or polls which may be required; and
2. Decide, in accordance with Section 4.61(2) of the *Local Government Act 1995*, that the method of conducting the Election will be as a postal election

CARRIED BY ABSOLUTE MAJORITY 7/0

12.3 Integrated Strategic Plan Reporting - Quarterly Monitoring Review - January 2023

Governance & Compliance



Date:	14 February 2023
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, CEO
Author:	As Above
Legislation:	<i>Local Government Act 1995</i>
SharePoint Reference:	Corporate Management/Reporting/Integrated Planning & Reporting Quarterly Monitoring Review
Disclosure of Interest:	Nil
Attachments:	Attachment 12.3A - Integrated Strategic Plan - Quarterly Monitoring Review - January 2023

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This Item presents the Integrated Strategic Plan & Reporting (ISP) Quarterly Monitoring Review for January 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 - January 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 - 12.3

Moved: Cr Allsopp

Seconded: Cr Sewell

0738 That Council, by Simple Majority, in accordance with Section 5.56(1) of the *Local Government Act 1995*, receives the Integrated Strategic Plan - Quarterly Monitoring Review - January 2023, as presented in Attachment 12.3A.

CARRIED 7/0

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. Matters Behind Closed Doors

Nil

17. Closure

The President thanked those in attendance and declared the meeting closed at 5.53pm.



SHIRE OF
DOWERIN
TIN DOG TERRITORY

MINUTES

Ordinary Council Meeting

Held in Council Chambers
13 Cottrell Street, Dowerin WA 6461
Tuesday 20 December 2022



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.	Matters Behind Closed Doors
17.	Closure

Shire of Dowerin
Ordinary Council Meeting
Tuesday 20 December 2022



1. Official Opening / Obituaries

The President welcomes those in attendance and declares the Meeting open at 4.06pm. In opening the meeting, the CEO, Management and Councillors acknowledged the passing of Dowerin Residents Clarence "Clarry" Murray and Don Phillips with a minute silence.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr RI Trepp	President
Cr BA Ward	Deputy President
Cr W Allsopp	
Cr N McMorran	
Cr JC Sewell	

Staff:

Ms R McCall	Chief Executive Officer
Mr A Wooldridge	Deputy Chief Executive Officer
Ms L Dreghorn	Executive and Governance Officer

Members of the Public: Nil

Apologies: Cr AJ Metcalf

Approved Leave of Absence: Cr LG Hagboom, Cr DP Hudson

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

5. Applications for Leave of Absence

5.1 February - Cr Ward

Voting Requirements



Simple Majority



Absolute Majority

Councillor's Recommendation/Resolution

Moved: Cr McMorran

Seconded: Cr Allsopp

0700 That, by Simple Majority pursuant to Section 2.25(1) of the *Local Government Act 1995*, Councillor Ward be granted Leave of Absence for February.

CARRIED 5/0

6. Petitions and Presentations

Nil

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

7.1 Ordinary Council Meeting held on 15 November 2022.

Attachment 7.1A

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/ Resolution - 7.1

Moved: Cr McMorran

Seconded: Cr Ward

0701 That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 15 November 2022, as presented in Attachment 7.1A, be confirmed as a true and correct record of proceedings.

CARRIED 5/0

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

8.1 GECZ Council meeting held on 28 November 2022

Attachment 8.1A

8.2 NEWROC Council meeting held on 28 November 2022

Attachment 8.2A

8.3 Audit & Risk Committee Meeting held on 13 December 2022

Attachment 8.3A

8.4 Australia Day Honours Committee Meeting held on 12 December 2022

Attachment 8.4A

Voting Requirements



Simple Majority



Absolute Majority

Councillor's Recommendation/Resolution - 8.1, 8.2, 8.3 & 8.4

Moved: Cr Allsopp

Seconded: Cr Ward

0702 That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the GECZ Council Meeting held 28 November 2022, as presented in Attachment 8.1A, the Minutes of the NEWROC Council Meeting held 28 November 2022, as presented in Attachment 8.2A, the Minutes of the Audit & Risk Committee Meeting held 13 December 2022, as presented in Attachment 8.3A, and the Minutes of the Australia Day Honours Committee Meeting held 12 December 2022, as presented in Attachment 8.4A, be received by Council.

CARRIED 5/0

9. Recommendations from Committee Meetings for Council Consideration

9.1 Audit & Risk Committee (A&R) Recommendation(s)

9.2 Australia Day Honours Committee (ADH) Recommendation(s)

9.1 Audit and Risk Committee Meeting held on 13 December 2022

9.1.1 Risk Dashboard Quarterly Report – September 2022 (A&R Item 7.1)

Refer Audit and Risk Committee Meeting Minutes dated 13 December 2022

[Attachment 9.1.1](#)

4.14pm A.Wooldridge left the meeting

Voting Requirements

Simple Majority Absolute Majority

Councillor's Recommendation/Resolution – 9.1.1

Moved: Cr Trepp

Seconded: Cr McMorran

0703 That, by Simple Majority, in accordance with Regulations 16 and 17 of the *Local Government (Audit) Regulations 1996*, Council:

1. Notes the information in the Risk Dashboard Quarterly Report dated September 2022 provided as Attachment 7.1A to the Audit and Risk Committee Meeting hold on 13 December 2022.

CARRIED 5/0

9.1.2 2021/22 Annual Report & Annual Electors Meeting (A&R Item 7.2)

Refer Audit and Risk Committee Meeting Minutes dated 13 December 2022

[Attachment 9.1.2](#)

Voting Requirements

Simple Majority Absolute Majority

Councillor's Recommendation/Resolution – 9.1.2

Moved: Cr Ward

Seconded: Cr McMorran

0704 That, by Absolute Majority, in accordance with Sections 5.27, 5.29, 5.53 and 5.54 of the *Local Government Act 1995*, Council:

1. Notes the 2021/22 Annual Report, provided as Attachment 7.2A, for the 2021/22 financial year to the Audit and Risk Committee Meeting hold on 13 December 2022;
2. Recommends to Council that it adopts the 2021/22 Annual Report, as presented in Attachment 7.2A, for the 2021/22 financial year; and
3. Recommends to Council that it conducts its Annual Electors Meeting on Tuesday 20 December 2022 at the Dowerin Community Centre, East Street Dowerin commencing at 6.30pm.

CARRIED BY ABSOLUTE MAJORITY 5/0

9.2 Australia Day Honours Committee Meeting held on 12 December 2022

9.2.1 Award Nominations - Community Citizen of the Year (ADH Item 6.1)

Refer Australia Day Honours Committee Meeting Minutes dated 12 December 2022

Voting Requirements

Simple Majority Absolute Majority

Councillor's Recommendation/Resolution - 9.2.1

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

0705 That the Australia Day Honours Committee recommends to Council that * be awarded the 2023 Citizen of the Year Award, to be announced and presented on Thursday 26 January 2023 at the Australia Day Breakfast.

CARRIED 5/0

4.17pm A.Wooldridge returned to the meeting

9.2.2 Award Nominations - Senior Citizen of the Year (65 years and over) (ADH Item 6.2)

Refer Australia Day Honours Committee Meeting Minutes dated 12 December 2022

Voting Requirements



Simple Majority



Absolute Majority

Councillor's Recommendation/Resolution - 9.2.2

Moved: Cr Trepp **Seconded:** Cr Allsopp

0706 That the Australia Day Honours Committee recommends to Council that * be awarded the 2023 Senior Citizen of the Year Award, to be announced and presented on Thursday 26 January 2023 at the Australia Day Breakfast.

CARRIED 5/0

10. Announcements by the President Without Discussion

Nil

11. OFFICER'S REPORTS - CORPORATE AND COMMUNITY SERVICES

11.1 Financial Activity Statements

<h1>Corporate and Community Services</h1>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	December 2022	
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 / 2022-2023 Monthly Financial Statements	
Disclosure of Interest:	Nil	
Attachments:	Attachment 11.1A - November Financial Activity Statement	

Purpose of Report

Executive Decision

Legislative Requirement

Summary

This item presents the Statement of Financial Activity to Council for the period ending November 2022.

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

Rebecca McCall, 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 Allsopp

0707 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 2022, as presented in Attachment 11.1A.

CARRIED 5/0

11.2 List of Accounts Paid

<h1>Corporate & Community Services</h1>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	7 December 2022	
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 - List of Accounts Paid - November	

Purpose of Report

Executive Decision

Legislative Requirement

Summary

This Item presents the List of Accounts Paid, paid under delegated authority, for November 2022.

Background

Nil

Comment

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

Consultation

Rebecca McCall, Chief Executive Officer
Aaron Wooldridge, Deputy Chief Executive Officer
Cheryl Murray, 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 Council’s adopted 2022/23 Budget.

Voting Requirements



Simple Majority



Absolute Majority

Officer’s Recommendation/Resolution – 11.2

Moved: Cr Allsopp

Seconded: Cr Ward

0708 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 2022	
EFT 10367 to EFT 10465*	\$420,266.54
CHQ 11006	\$122.93
Direct Debit: Credit Card Payment: October 2022	\$8,828.75
Direct Debit: Motopass: Fuel: November 2022	\$780.30

Direct Debit: Synergy	\$4,584.92
Direct Debit: Bank Fees	\$607.10
Direct Debit: Water Corporation	\$10,067.57
Direct Debit: ATO - FBT Activity Statement	\$16,467.86
Direct Debit: Telstra	\$1,816.50
Direct Debit: Wesfarmers Kleenheat	\$1,344.67
PPE Nov 2022 - Wages	\$40,731.00
PPE Nov 2022 - Wages	\$41,087.30
Superannuation	\$42,404.39
Loan Repayments	\$20,716.27
TOTAL	\$609,826.10

*EFT 10402 - Payment raised in November but withheld processing - Newground

CARRIED 5/0

11.3 Long Term Financial Plan (LTFP)

<h2>Corporate & Community Services</h2>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	12 December 2022	
Location:	Not Applicable	
Responsible Officer:	Rebecca McCall, Chief Executive Officer	
Author:	Aaron Wooldridge, Deputy Chief Executive Officer	
Legislation:	<i>Local Government Act 1995</i>	
Sharepoint Reference:	Corporate Management/Integrated Planning/Financial Planning	
Disclosure of Interest:	Nil	
Attachments:	Attachment 11.3A - Long Term Financial Plan	

Purpose of Report

Executive Decision



Legislative Requirement

Summary

This item is presented to Council for consideration of the Long-Term Financial Plan (LTFP), which will be used to ensure linkages between the system's asset management functions and the Long-Term Financial Plan (LTFP) are accurately recorded, and if satisfactory, adoption.

Background

In 2011, the Department of Local Government introduced the Integrated Planning and Reporting (IPR) Framework to encourage a movement towards best practice strategic planning and reporting standards across the Western Australian local government industry.

The existing LTFP was adopted by Council in 2018.

The Long-Term Financial Plan (LTFP) is a ten-year rolling plan that informs and activates the IPR priorities. From these planning processes, Annual Budgets that are aligned with strategic objectives can be developed.

The LTFP indicates the Shire's long term financial sustainability, allows early identification of financial issues and their longer-term impacts, shows the linkages between specific plans and strategies, and enhances the transparency and accountability of the Council to the community.

Comment

The Shire of Dowerin's LTFP is a planning tool that has been developed to map and forecast the management and financial sustainability of the Shire's Infrastructure and Assets into the future. The LTFP provides a mechanism for determining financial projections for a ten-year forecast period.

The LTFP has been prepared based on a number of objectives and assumptions that is outlined in the document. Strategies, issues and risks are all dynamic influences in relation to any planning and as such, the LTFP will be reviewed and adjusted annually to reflect material changes.

It should be noted that the LTFP should be viewed as a rolling document. Its purpose is to be used in conjunction with the Shire's AMP on a rolling basis.

Consultation

Rebecca McCall, Chief Executive Officer
 Aaron Wooldridge, Deputy Chief Executive Officer
 Ben Forbes, Asset & Works Coordinator
 Ben Symmons, Asset Infrastructure Management (AIM)
 Glenn Nordsvan, AccWest
 Council Workshops

Policy Implications

Financial Management Policy

Statutory Implications

Local Government Act 1995 - Section 5.56 Planning for the future:

- (1) *A local government is to plan for the future of the district.*
- (2) *A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

Strategic Implications

Strategic Community Plan

Community Priority: Our Infrastructure

Objective: We have functional assets and infrastructure that support the community

Outcome: 3.2

Reference: 3.2.1

Asset Management Plan

The AMP will inform the LTFP.

Long Term Financial Plan

The reviewed LTFP will replace the current LTFP adopted in 2018.

Risk Implications

Risk Profiling Theme	Asset Management Practices
Risk Category	Financial Impact
Risk Description	Substantiated, public embarrassment, moderate impact on community trust or moderate media profile
Consequence Rating	Moderate (3)
Likelihood Rating	Possible (3)
Risk Matrix Rating	Moderate (6)
Key Controls (in place)	Long Term Financial Plan
Action (Treatment)	Review o Long Term Financial Plan
Risk Rating (after treatment)	Effective

Financial Implications

Financial Sustainability and Management of assets in accordance LTFP.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation/Resolution – 11.3

Moved: Cr Ward

Seconded: Cr McMorran

0709 That, by Absolute Majority, in accordance with Section 5.56 of the *Local Government Act 1995*, Council adopts the Long-Term Financial Plan (2022-2032) as presented in Attachment 11.4A.

CARRIED BY ABSOLUTE MAJORITY 5/0

11.4 Dowerin District High School – Request for Financial Support

Governance & Compliance



Date:	1 December 2022
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Linley Dreghorn, Executive & Governance Officer
Legislation:	<i>Local Government Act 1995</i>
SharePoint Reference:	Community/Community Development/Government Liaison /Dowerin District High School
Disclosure of Interest:	Nil
Attachments:	Attachment 11.4A - Correspondence

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This Item presents a request for financial support from Dowerin District High School (DDHS) to Council for consideration and, if satisfactory, adoption.

Background

At its February 2019 meeting Council considered a request from DDHS to waive the entry fees to the Dowerin Memorial Swimming Pool and resolved (Item 10.1.7):

“That Council, by Absolute Majority pursuant to Section 6.12 of the Local Government Act, resolves to support the Dowerin District High School by allowing free entry for participants and spectators to utilise the Dowerin Memorial Swimming Pool for a three (3) year period commencing in 2019 for swimming lessons, swimming trials, swimming carnivals and cadet training.”

This resolution was in line with similar support provided by the Shire in previous years.

Comment

In anticipation of the 2023 school year, and to enable the true cost of such support to be identified and appropriately recorded for audit and transparency purposes, it is preferred that all requests for support be identified as one request. Therefore, correspondence was sent to DDHS requesting information on all the Shire owned services and facilities it anticipated utilising for its various scheduled events. The DDHS have replied to that correspondence and this is included as an Attachment.

It is important to note that in some circumstances there is no fee included in Council’s Schedule of Fees and Charges for the hire of some facilities (such as the oval), as is the case in many other local governments. However, even without an applicable hire fee, a cost is still incurred by Council through the use of the facility by needing to have the facility cleaned after each use (such as the changerooms etc). Where the Schedule of Fees and Charges does not have a hire fee applicable, this cleaning cost is the dollar amount used in the spreadsheet.

Past discussions at its Workshop Council acknowledged that education is a responsibility of the State Government and as such the DDHS would receive funding to carry out its necessary functions and activities. However, Council also appreciates the valuable and important service the DDHS provides in our community and notes there are many excellent initiatives and activities undertaken

for the benefit of our children. Therefore, any support provided by Council may consequently enable some additional initiatives to be fully realised.

It should be noted that Council has provided this level of support to the DDHS historically for some years, irrespective of its February 2019 resolution. The purpose of this exercise was to identify the true cost of the support provided, document that support for audit and transparency purposes, and to provide staff with clarity and timelines around what support will be provided and what is excluded. It also enables the DDHS to budget and plan appropriately over a number of years, as opposed to revisiting a support request each year.

Consultation

Council Workshop 26 November 2019

Council Workshop 20 December 2022

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Community Priority: Our Community

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

Outcome: 1.2

Reference: 1.2.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Implications

Section 6.12 of the *Local Government Act 1995* states:

“6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may –
- (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money,
- which is owed to the local government.

* Absolute majority required.

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.”

Risk Implications

There is a certain risk of Council losing revenue should the support proposal be accepted. However, should Council not provide the support there is a risk the events run by DDHS will either be reduced or not occur at all, and potentially that any additional initiatives will not occur as the DDHS spends its core funding on providing the services and events included in the support request.

Risk Profiling Theme	Engagement Practices
Risk Category	Financial Impact
Risk Description	\$5,001 - \$50,000
Consequence Rating	Minor (2)
Likelihood Rating	Possible (3)
Risk Matrix Rating	Moderate (5)
Key Controls (in place)	
Action (Treatment)	
Risk Rating (after treatment)	Adequate

Financial Implications

Based on the current Schedule of Fees & Charges the revenue loss would be approximately \$6,300 per year.

This amount could increase should Council choose to introduce fees and charges for the hire of some facilities in the future.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation/Resolution - 11.4

Moved: Cr Trepp

Seconded: Cr Allsopp

0710 That, in accordance with Section 6.12 of the *Local Government Act 1995*, Council resolves to provide financial support to the Dowerin District High School for a three-year period beginning 1 January 2023 by allowing:

1. Free entry for participants and spectators to utilise the Dowerin Memorial Swimming Pool for swimming lessons, swimming trials, swimming carnivals and cadet training;
2. Free use of the oval and sports facilities adjacent to the Dowerin District High School for physical education lessons, faction and interschool athletics carnivals, cross country training, the Regional Inland Lighthouse Network Student Leadership Event and cadet training;
3. Preparation of athletic jumps;
4. Free use of the Dowerin Community Club facilities for the above activities; and
5. Free use of the Town Hall for a school production and occasional incursions.

Note: The Dowerin District High School is to pay for the hire of the Community Bus at the rate listed in the relevant financial years' Schedule of Fees and Charges.

CARRIED BY ABSOLUTE MAJORITY 5/0

11.5 New Fee for Dry Hire of Plant

Governance & Compliance



Date:	5 December 2022
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Linley Dreghorn, Executive & Governance Officer
Legislation:	<i>Local Government Act 1995</i>
SharePoint Reference:	
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This Item presents the introduction of a new fee for the dry hire of the Shire of Dowerin's mobile plant and equipment to Council for consideration and, if satisfactory, adoption.

Background

Under Section 6.19 of the *Local Government Act 1995*, Councils are required to give local public notice if it wishes to impose any new fees or changes after the budget has been adopted. This item brings a recommendation from Management before Council to give local public notice of the introduction of a new fee for the dry hire of the Shire of Dowerin's mobile plant and equipment.

Comment

Due to the decision to contract the road construction and grader programs, there is an opportunity to dry hire under utilised plant. To enable dry hire an appropriate hire rate needs to be included in the 2022/23 Fees and Charges.

The following recommended dry hire fee is based on current market rates:

PLANT	DAY RATE
Smooth Drum Roller	\$230.00
Multi Tyre Roller	\$230.00
Loader 938H	\$430.00
Grader 120M	\$500.00
Grader 12M	\$450.00
Water Truck	\$450.00
Sewer Jetter	\$400.00

Consultation

Rebecca McCall, Chief Executive Officer
Aaron Wooldridge, Deputy Chief Executive Officer
Ben Forbes, Asset & Works Coordinator

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

Community Priority: Our Economy

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

Outcome: 2.1

Reference: 2.1.2

Asset Management Plan

Associated maintenance costs of plant is factored into the AMP.

Long Term Financial Plan

Associated maintenance costs of plant is factored into the LTFP.

Statutory Implications

Section 6.19 of the *Local Government Act 1995* states:

“6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of –

(a) its intention to do so; and

(b) the date from which it is proposed the fees or charges will be imposed.”

Risk Implications

Risk Profiling Theme	Asset Management Practices
Risk Category	Property (Plant, Equipment, Buildings)
Risk Description	\$5,001 - \$50,000
Consequence Rating	Moderate (3)
Likelihood Rating	Possible (3)
Risk Matrix Rating	Moderate (6)
Key Controls (in place)	Asset Management Plan
Action (Treatment)	Development of Revised Asset Management Plan

Risk Rating (after treatment)	Effective
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Financial Implications

The current Schedule of Fees and Charges does not accommodate dry hire of plant. The introduction of dry hire fees and charges will generate unbudgeted revenue for the 2022/23 financial year.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation/Resolution - 11.5

Moved: Cr Allsopp

Seconded: Cr Ward


0711

That, by Absolute Majority, in accordance with Section 6.19 of the *Local Government Act 1995*, Council resolves to give local public notice of the intention to introduce a daily dry hire rate for the hire of the Shire of Dowerin's mobile plant and equipment.

CARRIED BY ABSOLUTE MAJORITY 5/0

12. OFFICER'S REPORTS - GOVERNANCE AND COMPLIANCE

12.1 Policy Manual Review - Council & Council Member Related Policies

<h1>Governance & Compliance</h1>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	21 November 2022	
Location:	Not Applicable	
Responsible Officer:	Rebecca McCall, Chief Executive Officer	
Author:	Linley Dreghorn, 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 - Reviewed Policies	

Purpose of Report

Executive Decision

Legislative Requirement

Summary

This Item presents the reviewed and proposed Council and Council Member related policies 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.

Council at its November Workshop reviewed and discussed the current Council and Council Member policies and are presented for ratification.

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 strikeout 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
1.1 & 1.2	A document control box has been introduced and as policies are reviewed will be applied to all policies.

1.3 Councillor Attendance at Conferences, Seminars, Training Courses and Meetings	Amended to align with current practices. Document Control box added.
1.4 Use of Council Chambers	Included CEO discretion to conduct business within Chambers.
1.5 Councillor's Requests and Works Requests	Rescind - process no longer relevant
1.6 Councillor Induction	Amended to align with current practices and terminology
1.8 Annual Christmas Function	Rescind - Council feel the Shire Christmas function does not need to be formalised
1.9 Mobile Phone Use During Council and Committee Meetings	Rescind - This is incorporated in the Code of Conduct
1.10 Councillor iPads	Title change - 1.10 Councillor IT Device Amend iPad throughout document as an alternate device may be deemed appropriate.
1.11, 1.12, 1.13, 1.14 & 1.16	A document control box has been introduced and as policies are reviewed will be applied to all policies.
1.15 Councillor Training & Continuing Professional Development	Updated plan titles (Integrated Strategic Plan) and aligned with the Shire's strategic direction.

Consultation

Council Workshop 15 November 2022

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.

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

Financial Implications

Funds have been included in the 2022/23 Budget to cover any costs associated with the policies. Similarly, funds will need to be allocated in future budgets.

Voting Requirements

Simple Majority Absolute Majority

Officers Recommendation/Resolution - 12.1

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

0712 That, by Simple Majority in accordance with Section 2.7 of the *Local Government Act 1995*, Council:

1. **Adopts the Council and Council Members Policies, as presented in Attachment 12.1A; and**
2. **Rescinds the Council and Council Member Policies, as presented in Attachment 12.1A.**

CARRIED 5/0

12.2 Policy Manual Review – Policy 7.9 Work Health Safety Policy

Governance & Compliance



Date:	5 December 2022
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Linley Dreghorn, Executive & Governance Officer
Legislation:	<i>Local Government Act 1995</i>
Sharepoint Reference:	Organisation/Governance/Council Policies
Disclosure of Interest:	Nil
Attachments:	Attachment 12.2A - Reviewed Policy

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This Item presents Policy 7.9 Work Health Safety Policy to Council for consideration and, if satisfactory, adoption.

Background

The Work Health Safety Policy (WHS Policy) is a cornerstone of an effective Work Health Safety Management System and sets out the overall WHS objectives and principles that the Shire of Dowerin will observe in relation to the management of Work Health Safety.

The previous Occupational Safety, Health and Environmental (OSHE) Policy was adopted by Council in September 2021 (CMRef 0491). With the implementation of the new *Work Health Safety Act 2020* in March 2022 and the OSHE Policy is required to be reviewed and endorsed on an annual basis, it is now due for adoption.

Comment

This Policy was developed by LGIS to ensure Council's compliance with the requirements of the *Work Health Safety Act and Regulations*. This policy provides Councillors, the CEO, staff, contractors and volunteers with clear direction and understanding of the Shire of Dowerin's responsibilities in terms of implementing an effective Work Health Safety Management System.

Minor changes to the policy include the endorsement of this policy by the Chief Executive Officer, referencing the *Work Health Safety Act 2020 and Regulations* and the document control.

Consultation

Rebecca McCall – Chief Executive Officer

Linley Dreghorn, Executive and Governance Officer

Policy Implications

Should Council adopt the policy, it will be included in the Shire's Policy Manual.

Statutory Implications

Work Health Safety Act 2020

Work Health Safety (General) Regulations 2022

Australian Standard AS 4801 – Occupational Health and Safety Management Systems

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

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

Outcome: 5.4

Reference: 5.4.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

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

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation/Resolution – 12.2

Moved: Cr Allsopp

Seconded: Cr McMorran

0713

That Council, by Simple Majority pursuant to Sections 2.7(2)(b) and 5.41 of the Local Government Act 1995, resolves to adopt reviewed Policy 7.9 Work Health Safety Policy as presented in Attachment 12.2A.

CARRIED 5/0

12.3 Shire of Dowerin Delegations Register Review

Governance & Compliance



Date:	5 December 2022
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Linley Dreghorn, Executive & Governance Officer
Legislation:	<i>Local Government Act 1995</i>
Sharepoint Reference:	Organisation/Governance/Delegations
Disclosure of Interest:	Nil
Attachments:	Attachment 12.3A - Review of Delegations

Purpose of Report

Executive Decision

Legislative Requirement

Summary

This Item presents a review of the Shire of Dowerin's Delegations Register to Council for consideration and, if satisfactory, adoption.

Background

It is a requirement of the *Local Government Act 1995* to review the Delegation Register annually. Council adopted a comprehensive review of its Delegations Register at its June 2020 Meeting (CMRef 0214).

Subsequently, the Shire of Dowerin's Delegation Register has been reviewed and is presented to Council for consideration.

Comment

The proposed amendments to the delegations bring them into alignment with current Council policies and factor in the position amendments from the recent organisation restructure.

By including these in the delegations it ensures that the use of the delegated authority is captured and provides transparency to Council and the community on the authority being exercised by staff.

Consultation

Rebecca McCall, Chief Executive Officer
Aaron Wooldridge, Deputy Chief Executive Officer
Linley Dreghorn, Executive & Governance Officer
Council Workshop 15 November 2022

Policy Implications

These amendments bring delegations into alignment with current Council policies.

Strategic Implications

Strategic Community Plan

Community Priority:	Our Organisation
Objective:	<i>We are recognised as a transparent, well governed, and effectively managed Local Government</i>
Outcome:	5.3
Reference:	5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Implications

Section 5.42 of the *Local Government Act 1995* states that a number of the local government's powers and duties can be delegated to the CEO. Section 5.43 details the limitations on those delegations. Section 5.44 states the CEO may delegate powers and duties to other employees. The review has been conducted within these legislative requirements.

An Absolute Majority decision of Council is required to adopt the Delegations Register.

The separate legislation referenced in the individual delegations is also applicable.

Section 2.7(2)(b) of the *Local Government Act 1995* is applicable and states:

"2.7. Role of council

(1) *The council –*

- (a) *governs the local government's affairs; and*
- (b) *is responsible for the performance of the local government's functions.*

(2) *Without limiting subsection (1), the council is to –*

- (a) *oversee the allocation of the local government's finances and resources; and*
- (b) *determine the local government's policies."*

Risk Implications

Risk Profiling Theme	Misconduct
Risk Category	Compliance
Risk Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Low (2)
Key Controls (in place)	Governance Management Framework Delegations Register
Action (Treatment)	Document Governance Framework Review & document organisation's controls and systems
Risk Rating (after treatment)	Adequate

By not conducting the review and adopting the Register Council would be in breach of Section 5.46(2) of the *Local Government Act 1995*.

Financial Implications

Nil

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation/Resolution - 12.3

Moved: Cr Trepp

Seconded: Cr Ward

0714 That, by Absolute Majority, in accordance with Sections 5.42, 5.44 and 5.46 of the *Local Government Act 1995*, Council adopts the reviewed Delegation Register, as presented in Attachment 12.3A.

CARRIED BY ABSOLUTE MAJORITY 5/0

12.4 WALGA Governance Review

<h1>Governance & Compliance</h1>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	5 December 2022	
Location:	Not applicable	
Responsible Officer:	Rebecca McCall, Chief Executive Officer	
Author:	Linley Dreghorn, Executive & Governance Officer	
Legislation:		
Sharepoint Reference:		
Disclosure of Interest:	Nil	
Attachments:	<p>Attachment 12.4A - Best Practice Governance Review - Background Paper</p> <p>Attachment 12.4B - Best Practice Governance Review - Consultation Paper - Model Options</p>	

Purpose of Report



Executive Decision



Legislative Requirement

Summary

The Western Australian Local Government Association (WALGA) is seeking feedback from local governments on its Best Practice Governance Review. This is an opportunity to review and reshape the governance model, where necessary, so that WALGA is well-placed to represent, respond and deliver outcomes for their members

Background

WALGA has, as a part of its Corporate Strategy 2020-25, identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members. Other drivers for the review include:

- Misalignment between key governance documents; Constitution, Corporate Governance Charter, State Council Code of Conduct, and Standing Orders - stemming from varying amendments;
- State Council's 3 September 2021 resolution requesting amendment to the Constitution to "deal with matters related to State Councillors' Candidature for State and Federal elections";
- Proposed legislative reforms to remove WALGA from being constituted under the *Local Government Act 1995* (WA); and
- Constitutional requirements for WALGA to become a registered organisation under the *Industrial Relations Act 1979* (WA), which would enable WALGA to make applications in its own right to the Western Australian Industrial Relations Commission.

In March 2022 WALGA's State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review. The BPGR Steering Committee had its first meeting on 5 May 2022. There was wide-ranging discussions regarding WALGA's current governance model, better membership engagement, and opportunities for change. At the meeting, five (5) comparator organisations were identified to be used as part of the comparative analysis. The subsequent Steering Committee meetings focused on the development of governance model principles.

WALGA has presented 5 governance model options:

- Option 1 – Two tier model, existing zones;
- Option 2 – Board, regional bodies;
- Option 3 – Board, amalgamated zones;
- Option 4 – Member elected board, regional groups; and
- Option 5 – current model

Comment

WALGA’s Corporate Strategy 2020-2025 identifies its governance model as a key enabler of performance, with the following description: “*We have contemporary governance and engagement models.*” Member and stakeholder feedback from a range of sources over several years has highlighted dissatisfaction with the current governance model. Specifically:

- Structure – WALGA’s governance structure is seen by members and stakeholders as creating roadblocks, hindering decision-making, and holding WALGA back;
- Responsiveness – there is a perception among members and stakeholders that WALGA’s governance model is slow and bureaucratic in an environment that requires agility;
- Prioritisation and Focus – members and stakeholders acknowledge the challenges of developing unified Local Government policy positions and advocacy priorities given the diversity of Local Government sector interests;
- Transparency and Accountability – feedback from members and stakeholders suggests that WALGA should be more transparent about its decision-making processes; and
- Zones – Feedback from members and stakeholders in relation to Zones and Zone meetings is mixed. A proportion of WALGA’s membership believes that Zones are not as representative, strategic nor effective as they potentially could be.

The following principles were endorsed at the State Conference Annual General Meeting which was held on 2 October 2022.

- Representative – WALGA unites and represents the entire Local Government sector in WA and understands the diverse nature and needs of members, regional communities and economies;
- Responsive – WALGA is an agile association which acts quickly to respond to the needs of members and stakeholders; and
- Results Oriented – WALGA dedicates resources and efforts to secure the best outcomes for Local Government and supports the delivery of high-quality projects, programs and services.

WALGA is now seeking formal feedback by 23 December 2022, via a Council decision, on governance model options as presented in the Consultation Paper.

In addition, WALGA will be undertaking independent consultations from CEOs and Elected Members.

Below are the 5 options, including the current model, with details of each of their key governance bodies.

Option 1 – Two tier model, existing Zones	Option 2 – Board, Regional Bodies	Option 3 – Board, Amalgamated Zones	Option 4 – Member elected Board, Regional Groups	Option 5 – Current Model
Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents	Board (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents	Board (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents	Board (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents	State Council (25 members) 24 State Councillors 1 President
Policy Council (25 members) 24 members plus President	Regional Bodies (4 metro, 4 country)	Zones (6 metro, 6 country)	Policy Teams / Forums / Committees	Zones (5 metro, 12 country)
Zones (5 metro, 12 country)	Policy Teams / Forums / Committees	Policy Teams / Forums / Committees	Regional Groups	Policy Teams / Forums / Committees

Attachment 2, pages 15-19 illustrate the distinctions of each Option.

Option 5, the status quo, current model provides the clearest reference point upon which to try and best judge the other four (4) options. It is perhaps very subjective therefore how one can assess alternate options or models. However, given WALGA is asking local governments to provide feedback on which Option might suit Dowerin's needs (as a member) and the needs of WALGA moving forwards, the following subjective comments / observations are provided for assisting debate from the sole perspective of the Chief Executive Officer and the Council Working Group:

- WALGA represents 139-member local governments, whose size, scale, location and diversity is very extreme. For this reason, it is often difficult to obtain a view on some issues that is 'acceptable' to all. That is the primary reason WALGA has always had an equal representation from metropolitan based local governments versus non (Country), with the President alternating from year to year. Notwithstanding going against the principles of one vote one value.
- WALGA originally (2001) was formed from the merger of the Western Australian Municipal Association, Country Shire Council's Association and the Local Government Association of WA and Country Urban Councils Association.
- Option 5 is known and whilst cumbersome, represents the best way of the diversity of viewpoints across the State and size and scale of local governments.
- Sometimes there is safety in the known compared to the unknown.
- The existing Option is sometimes frustrating and time consuming and lengthy to get to an agreed perspective but could be argued can provide a more balanced view given the diversity of members.
- Options 1, 2, 3 and 4 all introduce the concept of a Board (elected still) and between two (2) to three (3) independent Board Members. This might add cost but also add 'value' and professional viewpoints (accountant, lawyer etc).
- Options 1 and 5 retain the current zones. That might be relevant as an issue given likely travel times and distance, compared to the other Options, which would probably result in the tendency to use teleconference as opposed to face to face and meet less frequently?
- WALGA Consultation Paper (Attachment 2) notes that the Options meet the Principles as follows (highlighting arguably WALGA's position that there is an argument for change):
 - Option 1 score of 8/10
 - Option 2 score of 8/10
 - Option 3 score of 7/10
 - Option 4 score of 7/10
 - Option 5 score of 4/10

In summary, it could be argued that local governments do not utilise or see value in zones for many years. Tending to go directly with an issue, given the diversity and clumsiness of the zone and board system of the current model.

What has worked well, from the view of the Chief Executive Officer and Council Working Group, is advocacy as for a sector for many years, particularly given the complexity and diversity of its members perspectives and needs.

Consultation

WALGA are seeking feedback from all Western Australian local governments.

Rebecca McCall, Chief Executive Officer

Council Workshop November 2022

Council Working Group Meeting (informal arrangement) December 2022

Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

Statutory Implications

Proposed Legislative reforms could also impact WALGA's governance arrangements.

- The Minister for Local Government's reforms to the *Local Government Act 1995* proposes to remove WALGA from being constituted under the Local Government Act.
- A review of WA's *Industrial Relations Act 1979* provides an opportunity for WALGA to be constituted as a registered employer organisation, which would enable WALGA to make applications in its own right on behalf of the sector

Strategic Implications

Strategic Community Plan

Community Priority:	Our Organisation
Objective:	<i>We are recognised as a transparent, well governed, and effectively managed Local Government</i>
Outcome:	5.3
Reference:	5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	Substantiated, localised impact on community trust or low media item
Consequence Rating	Minor (2)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Low (4)
Key Controls (in place)	Manage by providing a submission to the review
Action (Treatment)	Manage by providing a submission to the review
Risk Rating (after treatment)	Adequate

Financial Implications

Nil

Voting Requirements

Simple Majority Absolute Majority

Officers Recommendation/Resolution - 12.4

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

0715 **That, by Simple Majority, Council responds to the request of the Western Australian Local Government Association (WALGA) regarding its Governance Review, that the Shire of Dowerin:**

1. **Endorses the principles that inform WALGA's future governance model and accompanying governance implications below:**
 - a. **Representative - WALGA unites and represents the entire Local Government sector in WA and understands the diverse nature and needs of members, regional communities and economies;**

- b. Responsive - WALGA is an agile association which acts quickly to respond to the needs of members and stakeholders; and**
 - c. Results Oriented - WALGA dedicates resources and efforts to secure the best outcomes for Local Government and supports the delivery of high-quality projects, programs and services.**
- 2. Believes that Option 1, the Two-Tier Model with existing zones is preferred, with its second preference the status quo, in option 5, the Current Model.**

CARRIED 5/0

12.5 Review of Representation

Governance & Compliance



Date:	29 November 2022
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Linley Dreghorn, Executive & Governance Officer
Legislation:	<i>Local Government Act 1995</i>
Sharepoint Reference:	Organisation/Governance/Wards/2022 Review of Representation
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This Item presents a proposal to reduce Elected Member numbers to Council for consideration and, if satisfactory, adoption.

Background

Every local government is required to conduct a review of its representation every eight years in accordance with Schedule 2.2 of the *Local Government Act 1995*. At its May 2020 Meeting Council resolved to initiate a Review of Representation and endorsed the distribution of a Discussion Paper for public consultation (CMRef 0198). After the statutory 6-week public consultation period Council considered public submissions at its August 2020 meeting and resolved to retain eight councillors (Item 11.1).

In July 2022, the Minister of Local Government announced the final package of proposed local government reforms. As part of the reforms to strengthen local democracy and increase community engagement, new requirements will be introduced to provide for:

- the introduction of optional preferential voting;
- directly elected mayors or presidents;
- councillor numbers based on population; and
- the removal of wards.

Many of the reform proposals related to council representation are based on recent trends and are intended to provide greater consistency between districts. Accordingly, for more than half of all local governments, the reforms will not require any specific change to the size or structure of the council.

However, the reform proposals do require some local governments to:

- reduce the number of elected members on council in accordance with population thresholds;
- change from a council elected mayor or president to a directly elected mayor or president (this reform only affects band 1 and 2 local governments); or
- abolish wards (for band 3 and 4 local governments with wards); or
- implement more than one of the above.

The Amendment Act will also provide the optional preferential voting will apply for all local government elections. Optional preferential voting means that all electors have the choice to number for as many or as few candidates as they wish.

Due to these reforms, Council at its October 2022 Meeting, resolved to undertake a Review of Representation and endorsed the distribution of a Discussion Paper for public consultation (CMRef 0677).

A statutory 6-week public consultation period is required hence the Review was advertised in the Dowerin Despatch on Friday 28 October 2022 (and again on Friday 25 November 2022), as well as on the Shire's website and social media pages.

The closing date for submissions was Friday 9 December at 4.00pm.

Comment

At the close of the public consultation process, no submissions had been received.

In considering whether, or not, to propose a change to the number of elected members, Council is to have regard to the following:

Community of Interests

The term "community of interests" has a number of elements. These include a sense of community identity and belonging, similarities in the characteristics of the residents of a community and similarities in the economic activities. It can also include dependence on shared facilities in an area as reflected in catchment areas of local schools and sporting teams or the circulation areas of the local newspaper.

Neighbourhoods are important units in the physical, historical and social infrastructure and often generate a feeling of community and belonging.

For a district the size of Dowerin, it could be argued that Community of Interests may mostly apply to districts which contain wards as otherwise, with all Councillors elected to represent all aspects and constituents of the district, the "community of interest" is the whole district.

One of the submissions suggest that some community members may only feel confident in contacting certain Councillors. While the reasons for that are not detailed in the submission, this could relate to personality conflicts, personal perceptions of any of the Councillors or where a community member does not share the same beliefs, values or principles of any of the Councillors.

However, it would not be expected that either retaining the current level of representation, or decreasing the level of representation, would have a significant or critical effect on these community of interests.

Physical and Topographic Features

These may be natural or man-made features. Water features, such as water courses and catchment boundaries, may be relevant considerations. Farmland, parks and reserves may be relevant, as may other man-made features, such as the rail line and other major and minor roads.

Dowerin is trans versed with a number of both natural and man-made features with the salt lakes and water courses including Tin Dog Creek running through various areas of the district as well as the rail line running north-south and a number of major roads such as the Dowerin-Kalannie Road running north-south and the Goomalling-Merredin Road running east-west.

However, as mentioned above, these may also be insignificant when considering that the main real divide would be between rural and town areas and so where all Councillors are elected to represent all aspects and constituents of the district, the physical and topographic features are across the whole district.

It would not be expected that either retaining the current level of representation, or decreasing the level of representation, would have a significant effect on these physical and topographic features.

Demographic Trends

Several measurements of the characteristics of human population size and its distribution by age, sex, occupation and location provide important demographic information. Current and projected characteristics will be relevant, as well as similarities and differences between areas within the Shire.

The 2021 Census detailed the population of Dowerin as 715 persons made up of 52.6% male and 47.4% female with a median age of 45 years. This compares to the 2016 Census which detailed the population of Dowerin as 690 persons made up of 50.2% male and 49.8% female with a median age of 43 years. The 2011 Census detailed the population of Dowerin as 678 persons made up of 348 males and 330 females with a median age of 43 years. Therefore, Dowerin's population is expected to remain mostly static with no major increases or decreases.

Again, the main difference within the district will be those within the rural areas and those within the townsite, as well as those who are employed and those who are not.

With Dowerin's population not expected to change significantly it would not be expected that either retaining the current level of representation, or decreasing the level of representation, would have a considerable effect on the Shire's demographic trends.

Having said that, there could be an argument for whether sufficient diversity on Council could be maintained with either the same level of representation, particularly when new Councillors are not elected to office, or where there is less representation, allowing specific interest groups to control Council's activities.

Economic Factors

Economic factors can be broadly interpreted to include any factor that reflects the character of economic activities and resources in the area. This may include the industries that occur in an area (or the release of land for these) and the distribution of community assets and infrastructure such as road networks.

The main industry within the district is agriculture which is spread across the rural areas with the farms themselves and into the townsite areas for businesses catering to agricultural needs such as machinery dealerships, seed cleaning, engineering, agribusiness consultants and suppliers as well as the usual retail, food and hospitality type businesses.

It would not be expected that either retaining the current level of representation, or decreasing the level of representation, would have a significant effect on the economic factors of the district aside from where there are changes to the diversity of Council, and the individual Councillor's alliances.

Councillor to Elector Ratio

It is expected that each local government will have similar ratios of electors to elected members across its municipality. The Local Government Advisory Board (LGAB) stipulates the importance of keeping the councillor/elector ratio preferably within plus or minus 10%, although that is only applicable to districts which contain wards, which Dowerin does not currently.

Dowerin currently has a councillor/elector ratio of 58:1 being 466 electors (as at the 2021 election) to eight councillors. Reducing the number of Councillors to seven would result in a ratio of 67:1 which is within the 10% variance allowed by the LGAB.

The **advantages** of a reduction in the number of councillors may include:

1. The decision making process may be more effective and efficient if the number of councillors is reduced. It is more timely to ascertain the views of a fewer number of people and decision making may be easier. There is also more scope for team spirit and cooperation amongst a smaller number of people.
2. The cost of maintaining councillors is likely to be reduced.
3. The increase in the ratio of councillors to electors is unlikely to be significant.
4. Consultation with the community can be achieved through a variety of means in addition to individuals and groups contacting their local councillor.
5. A reduction in the number of councillors may result in an increased commitment from those elected reflected in greater interest and participation in Council's affairs.
6. Fewer councillors are more readily identifiable to the community.
7. With legislated training requirements both prior to nomination and within the first 12 months of election, potential candidates may be deterred from nominating for Council.
8. With less offices on Council to fill, there may not be a need for a costly extraordinary election should the number of nominations not match the number of vacant offices on Council.
9. Fewer positions on Council may lead to greater interest in elections with contested elections and those elected obtaining a greater level of support from the community.
10. There is a State-wide trend for reductions in the number of councillors and many local governments have found that fewer councillors works well.

The **disadvantages** of a reduction in the number of councillors may include:

1. A smaller number of councillors may result in an increased workload and may lessen effectiveness. A demanding role may discourage others from nominating for Council.
2. There is the potential for dominance in the Council by a particular interest group.
3. A reduction in the number of councillors may limit the diversity of interests around the Council table.
4. Opportunities for community participation in Council's affairs may be reduced if there are fewer councillors for the community to contact.

5. A significant increase in the ratio of councillors to electors may place too many demands on councillors.

In considering all the above, perhaps it would be more pertinent to a local government such as Dowerin to consider the longer-term implications of being able to attract the necessary number of interested candidates to nominate for election to Council. This may be particularly true in light of the newly introduced, mandatory training which is required to be undertaken online prior to nomination and, for those successfully elected, the completion of five core modules within the first 12 months of their election. This, in addition to the current legislative, compliance and audit obligations to be adhered to by both Councillors and staff, may result in less candidates being willing to nominate or re-nominate for Council.

In those situations, it would be expected that an extra-ordinary election would need to be conducted. With the restraints on staff time and resources it is not possible for an election to be conducted in-house, hence the WA Electoral Commission would be required to conduct the election, which is a relatively expensive exercise (around \$12,000-\$14,000 per election). In addition, conducting an extra-ordinary election is no guarantee that a suitable candidate(s) will nominate and could essentially result in Council having to conduct two or more election processes to fill all vacancies.

Should Council wish to make a recommendation to the LGAB to reduce its level of representation, the changes, if endorsed by the LGAB and agreeable by the Minister, will be published in the Government Gazette and come into effect for the next local government election of October 2023.

The Officer's Recommendation takes into account the potential for interested and capable candidates nominating for Council in future years, and the significant costs to Council and the community in conducting extra-ordinary elections when the appropriate number of candidates cannot be achieved.

It is the Administration's belief that a reduction in representation from eight to seven will still adequately serve and represent the interests of Dowerin and its ratepayers.

Consultation

A mandatory 6-week public notice consultation period began on 28 October 2022 and closed on 9 December 2022. No submissions were received by the close of the consultation period.

Should Council wish to recommend a reduction in representation numbers, following the Ministers response on such a proposed reduction, a public notice will be issued to update the community of any changes to the Shire of Dowerin's Representation.

Council Workshop 18 October 2022

Council Meeting 15 November 2022

Rebecca McCall, Chief Executive Officer

Aaron Wooldridge, Deputy Chief Executive Officer

Linley Dreghorn, Executive & Governance Officer

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: 5.3

Reference: 5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Implications

Clauses 6-12 of Schedule 2.2 of the *Local Government Act 1995* are applicable and state:

6. Local government with wards to review periodically

- (1) A local government the district of which is divided into wards is to carry out reviews of —
 - (a) its ward boundaries; and
 - (b) the number of offices of councillor for each ward,from time to time so that not more than 8 years elapse between successive reviews.
- (2) A local government the district of which is not divided into wards may carry out reviews as to —
 - (a) whether or not the district should be divided into wards; and
 - (b) if so —
 - (i) what the ward boundaries should be; and
 - (ii) the number of offices of councillor there should be for each ward,from time to time so that not more than 8 years elapse between successive reviews.
- (3) A local government is to carry out a review described in subclause (1) or (2) at any time if the Advisory Board requires the local government in writing to do so.

7. Reviews

- (1) Before carrying out a review a local government has to give local public notice advising —
 - (a) that the review is to be carried out; and
 - (b) that submissions may be made to the local government before a day fixed by the notice, being a day that is not less than 6 weeks after the notice is first given.
- (2) In carrying out the review the local government is to consider submissions made to it before the day fixed by the notice.

8. Matters to be considered in respect of wards

Before a local government proposes that an order be made —

- (a) to do any of the matters in section 2.2(1), other than discontinuing a ward system; or
 - (b) to specify or change the number of offices of councillor for a ward,
- or proposes under clause 4(2) that a submission be rejected, its council is to have regard, where applicable, to —
- (c) community of interests; and
 - (d) physical and topographic features; and
 - (e) demographic trends; and
 - (f) economic factors; and
 - (g) the ratio of councillors to electors in the various wards.

9. Proposal by local government

On completing a review, the local government is to make a report in writing to the Advisory Board and may propose* to the Board the making of any order under section 2.2(1), 2.3(3) or 2.18(3) it thinks fit.

* Absolute majority required.

10. Recommendation by Advisory Board

- (1) Where under clause 5(b) a local government proposes to the Advisory Board the making of an order under section 2.2(1), 2.3(3) or 2.18(3), and the Board is of the opinion that the proposal is —
 - (a) one of a minor nature; and
 - (b) not one about which public submissions need be invited,

the Board, in a written report to the Minister, is to recommend the making of the order but otherwise is to inform the local government accordingly and the local government is to carry out a review.

- (2) *Where under clause 9 a local government proposes to the Advisory Board the making of an order of a kind referred to in clause 8 that, in the Board's opinion, correctly takes into account the matters referred to in clause 8(c) to (g), the Board, in a written report to the Minister, is to recommend the making of the order.*
- (3) *Where a local government proposes to the Advisory Board the making of an order of a kind referred to in clause 8, or that a submission under clause 4(2) be rejected, that, in the Board's opinion, does not correctly take into account the matters referred to in that clause –*
- (a) *the Board may inform the local government accordingly and notify the local government that a proposal that does correctly take those matters into account is to be made within such time as is set out in the notice; and*
- (b) *if the local government does not make a proposal as required by a notice under paragraph (a), the Board may, in a written report to the Minister, recommend* the making of any order under section 2.2(1), 2.3(3) or 2.18(3) it thinks fit that would correctly take into account those matters.*

** Absolute majority required.*

- (4) *Where a local government fails to carry out a review as required by clause 6, the Advisory Board, in a written report to the Minister, may recommend* the making of any order under section 2.2(1), 2.3(3) or 2.18(3) it thinks fit that would correctly take into account the matters referred to in clause 8.*

** Absolute majority required.*

11. Inquiry by Advisory Board

- (1) *For the purposes of deciding on the recommendation, if any, it is to make under clause 10(3)(b) or (4), the Advisory Board may carry out any inquiry it thinks necessary.*
- (2) *The Advisory Board may recover the amount of the costs connected with an inquiry under subclause (1) from the local government concerned as if it were for a debt due.*

12. Minister may accept or reject recommendation

- (1) *The Minister may accept or reject a recommendation of the Advisory Board made under clause 10.*
- (2) *If the recommendation is accepted the Minister can make a recommendation to the Governor for the making of the appropriate order.*

Risk Implications

Risk Profiling Theme	Misconduct
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)	Code of Conduct
Action (Treatment)	Review Code of Conduct
Risk Rating (after treatment)	Adequate

Financial Implications

Minimal costs were applicable for advertising the Review which are accommodated within Council's operating expenditure.

Should Council resolve to reduce its level of representation from eight to seven Councillors, the cost of Councillors will reduce by approximately \$8,239 per annum.

There could be significant financial implications to Council in the scenario where an ordinary election is held, and insufficient nominations are received for the available positions on Council. This would trigger an extra-ordinary election(s) which would cost between \$4,000-\$14,000 depending on the number of vacancies and nominations received.

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation/Resolution - 12.5

Moved: Cr Allsopp

Seconded: Cr Trepp

0716 That, by Absolute Majority, in accordance with Schedule 2.2 of the *Local Government Act 1995*, Council:

1. Notes that no public submissions were made during the Review of Representation process;
2. Endorses the proposal to reduce the number of Councillors from eight to seven to be effective from the 2023 Ordinary Local Government Elections; and
3. Authorises the Chief Executive Officer to write to the Local Government Advisory Board to seek endorsement of the reduction in Councillors and submission to the Minister for Local Government.

CARRIED BY ABSOLUTE MAJORITY 5/0

5.12pm A.Wooldridge left the meeting
5.13pm A.Wooldridge returned to the meeting.

12.6 Holberton Workers Accommodation – Development Approval (DA) Application

Governance & Compliance



Date:	11 December 2022
Location:	Lot 804 (Nr 41) Rifle Range Road, Ucarty
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Laura Pikoss- HBP Services WA
Legislation:	<i>Planning & Development Act 2005</i>
Sharepoint Reference:	N/A
Disclosure of Interest:	The author does not have an interest in this item
Attachments:	Nil

Purpose of Report

To inform the Council of the factors to consider when determining an application for Development Approval (DA) for the construction of workers accommodation, to an existing 'Rural Zone' land use at Lot 804 Rifle Range Road, Dowerin.



Executive Decision



Legislative Requirement

Summary

The Council is in receipt of a planning application, seeking retrospective Council approval for workers accommodation. Although this activity is not directly listed in the planning table, it should be noted that there are several other uses such as Camping Area and Bed & Breakfast activities that are permissible. The Rural zone objectives state, *"to encourage a diversification of rural activities that will reduce the dependency of the rural sector on traditional crops"*. As the workers accommodation is associated with a business, and the location ensures *"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"*, workers accommodation is considered to align with the zone objectives. This also is supported by the Department of Planning Lands and Heritage Position Statement 'Workforce Accommodation' stating the following: *"Where practicable, workforce accommodation should be provided in established towns, in locations suitable to its context, to facilitate their ongoing sustainability. Planning and development of workforce accommodation should be consistent with local planning strategies and schemes, except where the Mining Act 1978 and State Agreement Acts prevail"*.

Description of Proposal

The applicant is proposing the construction of worker accommodation to provide suitable temporary housing for their contractors and sub-contractors to enable them to fulfil business obligations, which vary in volume of contracts for rail and road works. The development is located at Lot 804 Rifle Range Road, DOWERIN 6461 and is currently zoned 'Rural' under the Local Planning Scheme 'Shire of Dowerin Scheme No 2'. The Rural Zone objectives are as follows:

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

- To encourage small scale, low impact tourist accommodation in rural locations.
- To encourage a diversification of rural activities that will reduce the dependency of the rural sector on traditional crops.

As the proposed development does not impact the street scape or rural amenity, it complies with the objectives set by the zoning.

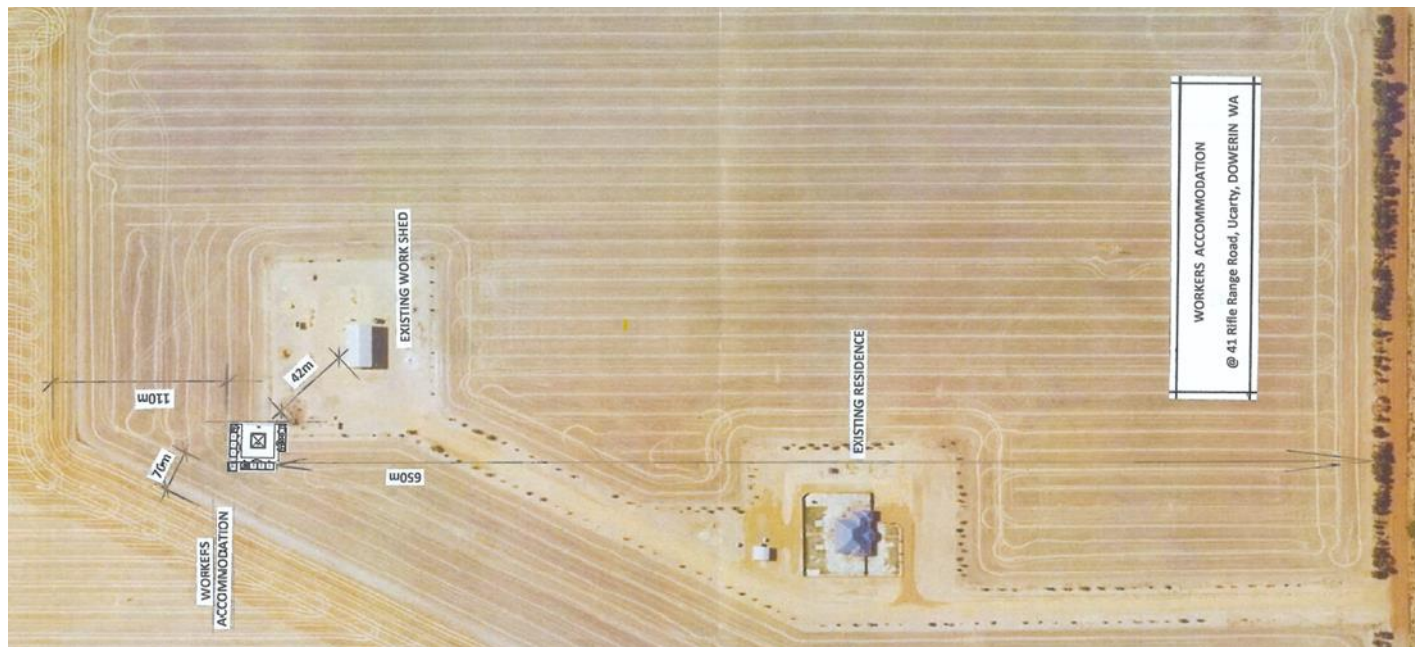
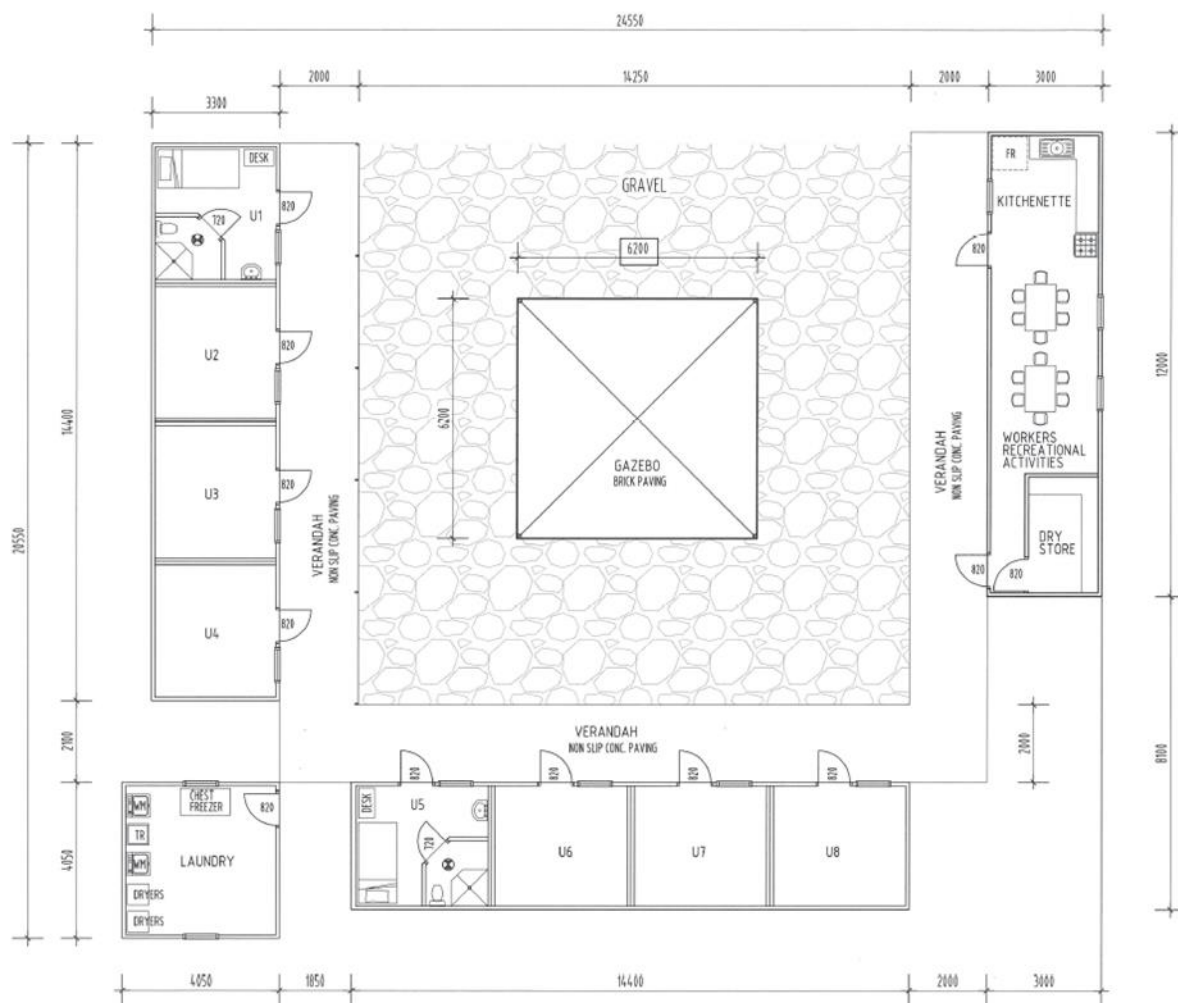


Figure 1 Site Plan



PROPOSED
WORKERS
ACCOMMODATION
S HOLBERTON
LOT 86A
RANGITIKEI DISTRICT

Figure 2: Image of proposed workers accommodation



Figure 3: Photos of workers accommodation

Site and Location



Figure 4 Satellite Image of Subject Site



Figure 5 Landgate Map of Subject Site



Figure 6 Location of Subject Site

Background

Holberton Earthmoving Pty Ltd is a family business, involved in earth works contracts, which vary in volume of contracts for rail and road works. Consequently, several workers require accommodation on site for longer projects.

Consultation

Rebecca McCall, Chief Executive Officer
 Linley Dregghorn, Executive & Governance Officer
 Laura Pikoss, HBP Services, Planning Contractor
 Peter Otto, Architect and Registered Builder

Policy Implications

Relevant Plans and Policy:

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

Statutory Environment

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

Shire of Dowerin Local Planning Scheme (LPS) No.2 (Statutory instrument)	
Current Zoning	'Rural' - See extract of Zoning Map below - green colour.

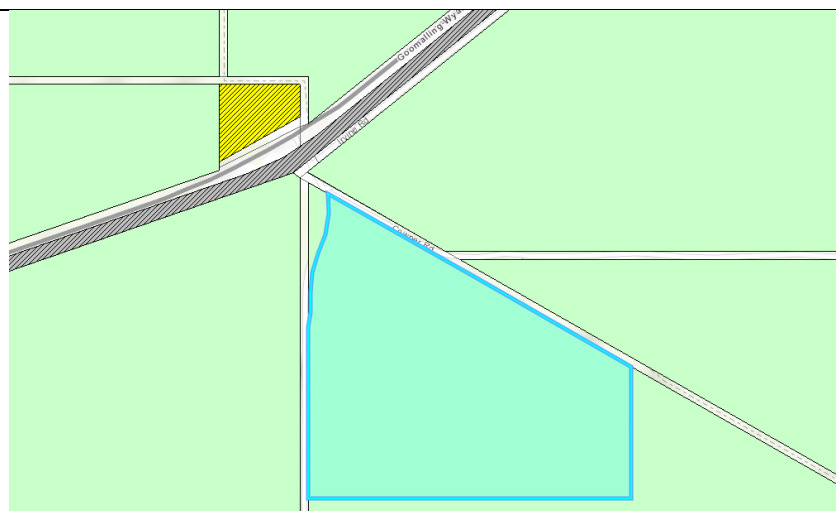


Figure 7 Extract of zoning map

Permissibility (Table 1 - Zoning Table)

As outlined in section 3.4 of the **Dowerin Planning Scheme No 2** a use not listed may determine the use is consistent with the zone's objectives and therefore permissible.

3.4 INTERPRETATION OF THE ZONING TABLE

3.4.1 Where a specific use is mentioned in the Zoning Table, it is deemed to be excluded from the general terms used to describe any other use.

3.4.2 If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may -

(a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;

(b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of Clause 64 of the deemed provisions in considering an application for development approval; or AMD 1 GG 01/08/17

(c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted

Definitions

Planning and Development (Local Planning Scheme) Regulations 2015 defines workforce accommodation as the following:

workforce accommodation means premises, which may include modular or relocatable buildings, used – (a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and (b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors.

Objectives

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

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

	<ul style="list-style-type: none"> To prevent any development that may affect the viability of a holding. To encourage small scale, low impact tourist accommodation in rural locations. To encourage a diversification of rural activities that will reduce the dependency of the rural sector on traditional crops.
Development Standards	<p>LPS 2 stipulates the following standards for development in the Rural Zone:</p> <ul style="list-style-type: none"> Table 2 details the minimum setback distance for all boundaries is set at 'nil' and landscaping at 'nil'
Department of Planning, Lands and Heritage Position Statement: Workforce accommodation	<p>Where practicable, workforce accommodation should be provided in established towns, in locations suitable to its context, to facilitate their ongoing sustainability. Planning and development of workforce accommodation should be consistent with local planning strategies and schemes, except where the Mining Act 1978 and State Agreement Acts prevail.</p> <p>Postition Statement Workforce Accommodation (www.wa.gov.au)</p>
<p>Planning and Development (Local Planning Scheme) Regulations 2015 (Statutory instrument)</p>	
Schedule 2; Part 9; Clause 68(2)	<p>This clause empowers Council to determine Development Applications under the planning legislation having regard to the zoning and other Scheme provisions pertinent to the application under consideration.</p>
Schedule 2; Part 9; Clause 76 (1) and (2)	<p>This part of the Planning Regulations affords the applicant the right to apply to the State Administration Tribunal (SAT) for a review of the Council's decision in relation to the decision on the proposed use and or development of the land.</p>
<p>Planning Bulletin 111/2016 - Planning in Bushfire Prone Areas (Guidance document - tied to SPP 3.7)</p>	
<p>N/A</p>	
5. Exemptions	<p>Planning Bulletin 111/2016 states exemptions from the requirements of SPP 3.7 includes renovations, alterations, extensions, improvements, or repair of a building, and incidental uses (including outbuildings, verandas, unenclosed swimming pools, carports, patios, and storage sheds for example). SPP 3.7 does not specify these exemptions, however where the proposal is exempt under the deemed provisions or local planning scheme and does not:</p> <ul style="list-style-type: none"> result in the intensification of development (or land use); result in an increase of residents or employees; involve the occupation of employees on site for any considerable amount of time; or result in an increase to the bushfire threat; the proposal may also be exempt from the provisions of SPP 3.7.

Strategic Implications

Strategic Community Plan

Community Priority: Our Economy

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

Outcome: 2.1

Reference: 2.1.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	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)	Development Approval Application
Action (Treatment)	
Risk Rating (after treatment)	Effective

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 Trepp

Seconded: Cr Allsopp

0717

That Council, by Simple Majority, approves the Development Application as received on 2 December 2022, subject to the following conditions:

CONDITIONS

- 1. Rural workers using the workers accommodation are to be principally employed or engaged by the landowner/ agent Holberton Earthmoving Pty Ltd;**
- 2. All stormwater drainage from the proposed new infrastructure must be contained and disposed of on-site, in the already existing infrastructure;**
- 3. As the development is surrounded by crop land, a 20,000L above-ground bushfire fighting water tank constructed of non-combustible material must be installed within 20m of workers accommodation by 28 February 2023;**
- 4. Retrospective Building application for all structures to be submitted to Council by 28 February 2023.**

ADVICE NOTES

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

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

CARRIED 5/0

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. Matters Behind Closed Doors

Nil

17. Closure

The President thanked those in attendance and declared the meeting closed at 5.20pm.



MINUTES

Annual Electors Meeting

Held at the Dowerin Community Centre
East Street, Dowerin WA 6461
Tuesday 20 December 2022



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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6.1	Questions of which prior notice has been given and from the floor as accepted by the President
7.	Closure

Shire of Dowerin
Annual Electors Meeting
Tuesday 20 December 2022



1. Official Opening

The President welcomed those in attendance and declared the meeting open at 6:33pm. In opening the meeting, the CEO, Management and Councillors acknowledged the passing of Dowerin Resident Don Phillips.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr RI Trepp	President
Cr BA Ward	Deputy President
Cr JC Sewell	
Cr NA McMorran	
Cr WG Allsopp	

Staff

Ms R McCall	Chief Executive Officer
Mr A Wooldridge	Deputy Chief Executive Officer
Ms L Dreghorn	Executive & Governance Officer

Members of the Public: Patricia Wood, Dale Metcalf

Apologies: Cr AJ Metcalf

Approved Leave of Absence: Cr LG Hagboom, Cr DP Hudson

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

3.1 Annual Electors Meeting held on 29 March 2022.

Attachment 3.1A

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation/Resolution

Moved: Mrs P Woods **Seconded:** Cr Allsopp

0718 That, in accordance with Section 5.32 of the *Local Government Act 1995*, the Minutes of the Annual Electors Meeting held on 29 March 2022, as presented in Attachment 3.1A, be confirmed as a true and correct record of proceedings.

CARRIED 7/0

4. OFFICER'S REPORTS - CORPORATE AND COMMUNITY SERVICES

4.1 Receipt of the 2021/22 Annual Report

<h1 style="color: red;">Corporate & Community Services</h1>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	6 December 2022	
Location:	Not applicable	
Responsible Officer:	Aaron Wooldridge, Deputy Chief Executive Officer	
Author:	Linley Dreghorn, Executive & Governance Officer	
Legislation:	<i>Local Government Act 1995</i>	
SharePoint Reference:	Organisation/Governance/Council Meetings/2022 Annual Electors Meeting	
Disclosure of Interest:	Nil	
Attachments:	Attachment 4.1A - 2021/22 Annual Report	

Purpose of Report

Executive Decision

Legislative Requirement

Summary

This Item presents the 2021/22 Annual Report to the Annual Electors Meeting.

Background

The annual financial statements for the year ended 30 June 2022 have been completed, as has the annual audit of those financial statements by Council's auditors, Macri Partners Chartered Accountants (Macri).

The Audit & Risk Committee adopted the 2021/22 Annual Report at its December 2022 meeting (CMRef 0699), with Council also adopting the 2021/22 Annual Report at its December 2022 Meeting.

The 2021/22 Annual Report is provided as an Attachment.

Comment

The 2021/22 Annual Report consists of the following parts:

1. 2021/22 Annual Financial Statements;
2. Independent Auditor's Report;
3. President's Report;
4. CEO's Report; and
5. Statutory Reports.

In addition, reports on the activities and events undertaken by the Shire for the financial year are included.

Consultation

Local Public Notice provided on 6 December 2022
 Council Meeting 20 December 2022
 Audit & Risk Committee Meeting 13 December 2022
 OAG & Macri Partners
 Senior Management Group

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: 5.3

Reference: 5.3.2

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Implications

Section 5.27 of the *Local Government Act 1995* states that a general meeting of electors is to be held once every financial year on a day selected by the local government but not more than 56 days after the adoption of the annual report.

Section 5.29 of the *Local Government Act 1995* states that the CEO is to convene an electors' meeting by giving 14 days local public notice.

Regulation 15 of the *Local Government (Administration) Regulations 1996* state that the matters to be discussed at an Annual Electors Meeting are, firstly, the contents of the annual report for the previous financial year and then any other general business.

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 Management Framework
Risk Rating (after treatment)	Adequate

Financial Implications

Nil

Voting Requirements

Simple Majority Absolute Majority

Resolution

Moved: Cr Ward **Seconded:** Cr Allsopp

0719 That, pursuant to Section 5.27 of the *Local Government Act 1995* and Regulation 15 of the *Local Government (Administration) Regulations 1996*, the President's Report, as included in Attachment 4.1A, be received.

CARRIED 7/0

Resolution

Moved: Cr Allsopp **Seconded:** Cr Trepp

0720 That, pursuant to Section 5.27 of the *Local Government Act 1995* and Regulation 15 of the *Local Government (Administration) Regulations 1996*, the 2021/22 Annual Report, as presented in Attachment 4.1A, be received.

CARRIED 7/0

5.	General Business
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6.1 Previous Business

Nil

6.2 Losing our local shops

We are losing our local businesses and not supporting locally.

Coles is now delivering to Dowerin. This is a disgrace that locals are not supporting local businesses. Wyalkatchem has had two shops close just this week. It seems that the people that are purchasing out of town are the ones that can afford to purchase locally.

CEO advised that unfortunately the Shire are not able to prevent the likes of Coles and Easyway from delivering to town as they are not hawking on the street, which would require permits and intervention.

It is disappointing that we are talking about promoting moving to Dowerin and improving housing, but without jobs what is there to entice people to Dowerin?

6.3 Watering Town Gardens

Where are we as far as progressing utilising the waste water to water the townsite gardens, parks etc?

CEO advised we have submitted a grant application to extend the water reuse, however have been advised that the Minister has suspended proceedings and we will not have a response until the new year.

Mrs P Woods congratulated the Shire on the beautiful gardens in Dowerin. The CEO thanked Mrs Woods for her commendation.

6.4 Annual Financials

DCEO advised that rather than having a withdrawal from reserves, at the end of the financial year there was a gain of \$442,383 to the reserves.

6.	Closure
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There being no further business the President thanked those in attendance and declared the meeting closed at 7.04pm.

**Agenda for the
WHEATBELT NORTH REGIONAL ROAD GROUP
KELLERBERRIN SUB-GROUP**

**Meeting – 1st February 2023, to be held in the Shire of Tammin’s Council Chambers
commencing at 10:00am.**

AGENDA ITEMS

1. OPENING

The Chair welcomed everyone and declared the meeting open at 10:02.

2. ATTENDANCE/APOLOGIES

Delegates

Cr Romolo Patroni	Delegate (Chairperson)	Shire of Merredin
Cr Barry Leslie	Delegate (Deputy Chair)	Shire of Tammin
Cr Rod Forsyth	Delegate	Shire of Kelleberrin
Cr Bernie Daly	Delegate (Proxy)	Shire of Cunderdin

Officers & Observers

Mrs Joanne Soderland	Chief Executive Officer	Shire of Tammin
Mr Fabian Houbrechts	Manager Works and Services	Shire of Tammin
Mr Stuart Hobley	Chief Executive Officer	Shire of Cunderdin
Mr Craig Robertson	Manager Works and Services	Shire of Cunderdin
Mr Ben Forbes	Asset & Works Coordinator	Shire of Dowerin
Cr Darrel Hudson	Councillor	Shire of Dowerin
Mr Mick Jones	Manager Works and Services	Shire of Kellerberrin
Mr Lindon Mellor	A/Chief Executive Officer (Secretariat)	Shire of Merredin
Daniel Hay-Hendry	A/Executive Manager Engineering Services	Shire of Merredin
Cliff Simpson	Regional Road Safety Advisor	WALGA
<i>Apologies</i>		
<i>Ms Lisa Clack</i>	Chief Executive Officer	<i>Shire of Merredin</i>
<i>Ms Rebecca McCall</i>	Chief Executive Officer	<i>Shire of Dowerin</i>
<i>Mr Raymond Griffiths</i>	Chief Executive Officer	
<i>Ms Allison Hunt</i>	WBN RRG Secretary	<i>MRWA</i>
Cr Adam Metcalf	Delegate	Shire of Dowerin

3. CONFIRMATION OF MINUTES OF MEETING 27th JULY 2022

Cr Darrel Hudson to become delegate in future - to be accepted as delegate for the purpose of this meeting. Accepted by Chair Romolo Patroni.

Recommendation	
<i>That the Minutes of the Kellerberrin Sub Regional Road Group meeting held on the 27th July 2022 be confirmed as a true and accurate record of proceedings.</i>	
Moved: Cr Rod Forsyth	Seconded: Cr Romolo Patroni
Carried 3/0	

Cr Darrel Huson voted in support of the motion.

Cr Barry Leslie entered the meeting at 10:07am.

4. BUSINESS ARISING FROM PREVIOUS MEETING

Item	Action	Responsible Officer	Status Update
1	Development of formal documented policy and procedure for Funding distribution	Secretariat	30/01/2023 No progress to date.

**5. CORRESPONDENCE
IN.**

- a) Wheatbelt North Regional Road Group Meeting – Agenda and Addenda via email from Allison Hunt MRWA – Received 30 August 2022.
- b) Austroads Road Safety Audit Policy Template for Local Government via email from Allison Hunt MRWA – Received 3 October 2022.
- c) Main Roads WA / IPWEA-WA New Online Road Safety Engineering - Treatment of Crash Locations Course via email from Allison Hunt MRWA – Received 3 October 2022.
- d) Free Hands-on Crash Map and Road View Training for Local Government – Northam via email from Allison Hunt MRWA – Received 10 January 2023.
- e) FW: 2023/24 Commodity Route Fund Programme via email from Allison Hunt MRWA – Received 13 January 2023
- f) Wheatbelt North Project Status Update for RRG Meeting via email from Allison Hunt MRWA – Received 20 January 2023.

OUT.

- a) Kellerberrin SRRG - Additional 22/23 Yr RRG Road Project Funding Allocations (based upon existing program costs) – Sent via email by Lindon Mellor (Secretariat) on 1 October 2022.

Recommendation	
<i>That the Incoming and Outgoing Correspondence be ACCEPTED.</i>	
Moved: Cr Bernie Daly	Seconded: Cr Rod Forsyth
Carried 4/0	

Cr Darrel Huson voted in support of the motion.

6. GENERAL BUSINESS

5.1. Revisions to Shire of Dowerin 22/23 Yr Road Program funding allocations

The Shire of Dowerin (SoD) is seeking the Kellerberrin Sub-Group's approval to revise its 22/23 Yr RRG program funding allocations. The request has been included as **Attachment 5.1.1 - Shire of Dowerin RRG Projects Request For Change**. The SoD current endorsed program is shown in the table below, as per the WN RRG Funding Recoup Register.

Road Name	SLKs	Project Description	Total Cost
Koombekine North Road 4070003	2.28-4.45	Overlay pavement and apply a two coat seal at 7m width. Remove vegetation on shoulders and from table drains. One 300mm RCP will be replaced, install new guide posts and warning signage.	\$358,128
Cunderin-Minnivale Road 4070001	0.00-4.84	Recondition gravel shoulder, remove vegetation in the table drain and maintenance zone. Widen two 300mm RCP, reinstall guide posts and signage.	\$189,686
Dowerin-Koorda Road	10.80-11.80	Rehabilitate and reseal	\$248,220
Total Program Cost			\$ 796,034

Due to cost increases on the Koombekine North Road project causing a budget shortfall, the SoD is seeking to reallocate surplus funds from the Cunderin Minnivale Road project to Koombekine North Road to complete this project. There would be no alteration to the SoD's RRG overall funding allocation. This request involves the re-allocation of funding as outlined in the table below.

Road Name	SLKs	Project Description	Total Cost
Koombekine North Road 4070003	2.28-4.45	Overlay pavement and apply a two coat seal at 7m width. Remove vegetation on shoulders and from table drains. One 300mm RCP will be replaced, install new guide posts and warning signage.	\$423,148
Cunderin-Minnivale Road 4070001	0.00-4.84	Recondition gravel shoulder, remove vegetation in the table drain and maintenance zone. Widen two 300mm RCP, reinstall guide posts and signage.	\$124,752
Dowerin-Koorda Road	10.80-11.80	Rehabilitate and reseal	\$248,220
Total Program Cost			\$ 796,034

The revised MCAs for each project have been included as **Attachment 5.1.2 – Updated Koombekine North MCA SLK 2.25 to 4.45 & Attachment 5.1.3 - Updated MCA Cunderin Minivale Gravel Resheeting SLK 0.00 to 4.84**

Recommendation	
<i>That the Kellerberrin Sub-Group ENDORSE the changes to the Shire of Dowerin's 2022/23 approved program as outlined above.</i>	
Moved: Cr Rod Forsyth	Seconded: Cr Bernie Daly
Carried: 4/0	

Cr Darrel Huson voted in support of the motion.

5.2 Acceptance of Additional 2022/23 RRG Road Project Funding Allocations

At the WN RRG Meeting held on the 5th September 2022, additional 22/23 year RRG Project funding allocations for distribution between the Local Governments were announced, with the Kelleberrin sub group receiving a total of \$72,402. During the meeting the delegates endorsed allocating this funding to each SRRG member via Pro-rata based upon the APV Values.

An email was sent from the Kelleberrin SRRG Secretariat on 1 October 2022 to all delegates requesting confirmation on fundings allocations to their projects. Each shire provided a response by return email and new MCA's submitted. The requested allocations are outlined in the table below:

Council	Pro rata allocation of additional funds	Allocated Project
Shire of Cunderdin	\$13,240	Cunderdin-Minnivale Road – 50% 4060003 Goldfields Road - 50% 4060170
Shire of Dowerin	\$13,980	Koombekine North Road - 4070003
Shire of Kelleberrin	\$13,908	Doodlakine South Road - 4090007
Shire of Merredin	\$17,809	Goldfields Rd – 4140090
Shire of Tammin	\$13,436	York-Tammin Rd - 4250081

Recommendation	
<i>That the Kelleberrin Sub-Group ENDORSE the distribution of additional project funding received for 2022/23</i>	
Moved: Cr Bernie Daly	Seconded: Cr Rod Forsyth
Carried 4/0	

7. OTHER BUSINESS

7.1 Recoup Register

All members of the group except Merredin have completed all 40% claims and majority have claimed 80% payments. Merredin has completed all claims except for Goldfields Rd (4140090) and is working with MRWA to resolve figures in recoup register after variation request last year before putting through payment requests.

All members to confirm any *projects that are unlikely to be acquitted for the current financial year - identify if the project(s) can be recovered or funding be reallocated to reserve projects.*

ACTION: The relevant Local Governments to report to the RRG sub-Chair within two weeks of the meeting.

Everyone confirmed they are on track for the completion of their project by the end of the financial year.

7.2 Clearing Permits

Confirm necessary permits, third party approvals, proper scheduling, etc. are arranged for proposed projects and reserve projects for next financial year.

Cr Darrel Hudson – up to two years wait, WSNF looking at options to streamline process.

Craig Robertson – remove maintenance zones before submitting clearing permit.

Cliff Simpson – Toodyay and WSNF projects are being held up with clearing permits. Very easy (too easy) to submit appeals.

Romolo Patroni – one of the issues to be discussed and the WALGA Roads Forum.

Romolo Patroni – To be raised again at the RRG meeting in February.

Craig Robertson – everyone should be putting pressure on the department to advocate for change.

8. PRESENTATIONS AND UPDATES

8.1 Presentation on WALGA Road Safety Management System

Cliff Simpson – Regional Road Safety Advisor – WALGA

- Provided Safe system in a nutshell handout
- WALGA roadwise to move away from community works – moving towards supporting LG on local roads rather than Main Roads.
- LG productivity depends on safe roads
- Explanation on Safe System
- WALGA does not support blanket speed reductions but targeted ones have benefit

Cr Rod Forsyth – asked minimum width for line marking

Cliff Simpson - Minimum width for line marking is 5.5m

Stuart Hopley – MRWA will say no because they do not want to have to repaint.

Ben Forbes – budget been cut for line marking by MRWA.

Craig Robertson – risk on putting centre lines on narrow roads, if shoulders are not accurate.

Stuart Hopley – centre lines can also prevent turning circles for trucks, more considerations before installing line marking.

Cliff Simpson – WALGA is looking to advocate an extra component in RRG for safety treatments.

Cliff Simpson – Speed limit – speed limited reduction effective in town site, however wheatbelt does not have an issue.

Craig Robertson – eastern states 30km for school zones, MRWA likely to bring into WA in future.

Cr Bernie Daly – expressed need to leave at 11:00am

Cr Rod Forsyth – Discussed Kelleberrin's existing request to Mainroads WA to reduce the speed of GEH to 50km through the Kelleberrin town site.

Romolo Patroni – Should we move a motion?

Recommendation

That Kellerberin SRRG request that MRWA revisit Kellerberin's request to reduce the speed on GEH to 50km through the Kellerberin town site at the RRG Meeting to be held on the 27th February 2023

Moved: Cr Bernie Daly

Seconded: Cr Rod Forsyth

Carried: 4/0

Cr Darrel Hudson supported the motion.

8.2 Wheatbelt Secondary Freight Network Status Update

Cr Darrel Hudson - WSFN Steering Committee Voting Delegate

- *Any issues get in contact with Peter and John as early as possible. WSFN will consider variation request if reasonable.*
- *Clearing permits, requirements will be required 2 years before project scheduled for delivery*
- *Downside is that budget is more challenging to accurately allocate*
- *WSFN to go back to state government for additional funding as funding gap has been identified.*
- *Underspends can not be moved to other projects with over spend on same road. All underpends will need to go back to WSFN. Cunderdin to continue to push WSFN for funding to complete Cunderderin-quarading rd.*

Cr Bernie Daly, Stuart Hoble and Craig Robertson left 11:09.

Cr Bernie Daly – Goldfields-Quareding intersection is dangerous and needs to realignment.

Cr Darrel Huson – KSRRG does not use black spot funding enough

Fabian Houbrechts - MRWA should look after Bloackspot funding. Flagged by councils to MRWA, MRWA to investigate and start process. MRWA website is too challenging to use.

Cr Darrel Hudson – Larger councils get blackspot funding because they have larger teams and internal skills

9. NEXT MEETING DATES

TBA

10. CLOSURE OF MEETING

There being no further business, the Chair thanked those present for their attendance and closed the meeting at 11:21am

ATTACHMENT 3.1 – WBN RRG KBN SG 27 MINUTES July 2022

ATTACHMENT 5.1.1 - SHIRE OF DOWERIN RRG PROJECTS REQUEST FOR CHANGE

ATTACHMENT 5.1.2 – UPDATED KOOMBEKINE NORTH MCA SLK 2.25 TO 4.45

**ATTACHMENT 5.1.3 - UPDATED MCA CUNDERDIN MINIVALE GRAVEL RESHEEETING
SLK 0.00 TO 4.84**



SHIRE OF
DOWERIN
TIN DOG TERRITORY

MINUTES

Asset & Works Committee Meeting

Held in Council Chambers
13 Cottrell Street, Dowerin WA 6461
6 February 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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3.	Public Question Time
4.	Disclosure of Interest
5.	Confirmation of Minutes of the Previous Meetings
6.	Presentations
7.	Officer's Reports
7.1	Regional Road Group (RRG) 5 Year Plan - Proposed Amendment
8.	Questions from Members
9.	Urgent Business Approved by the Person Presiding or by Decision
10.	Date of Next Meeting
11.	Closure

Shire of Dowerin
Asset & Works Committee Meeting
6 February 2023



1. Official Opening

The Chair welcomed those in attendance and declared the Meeting open at 2.15pm.

2. Record of Attendance / Apologies / Leave of Absence

Committee Members:

Cr JC Sewell	Chair
Cr RI Trepp	
Cr AJ Metcalf	

Staff:

Ms R McCall	Chief Executive Officer
Ms L Dreghorn	Executive & Governance Officer
Mr B Forbes	Asset & Works Coordinator

Apologies:

Approved Leave of Absence:

Request for Attendance via Remote Connection

In accordance with Regulation 14A of the *Local Government (Administration) Regulations 1996* Cr JC Sewell has requested attendance at this Asset & Works Committee Meeting via remote connection.

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation/Resolution

Moved: Cr Trepp **Seconded:** Cr Metcalf

0721 That, pursuant to Regulation 14A of the *Local Government (Administration) Regulations 1996*, the Council:

- 1. Approves Cr JC Sewell's attendance at the February 2023 Asset & Works Committee Meeting via remote connection; and**
- 2. Approves Donrail Farm as a suitable place for Cr JC Sewell's attendance.**

CARRIED BY ABSOLUTE MAJORITY 2/0

2.16pm – Cr JC Sewell was contacted via Zoom and joined the meeting.

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

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

5.1 Asset & Works Committee Meeting held on 9 August 2022.

Attachment 5.1A

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/ Resolution - 5.1

Moved: Cr Trepp

Seconded: Cr Metcalf

0722 That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Asset & Works Committee Meeting held 9 August 2022, as presented in Attachment 5.1A, be confirmed as a true and correct record of proceedings.


CARRIED 3/0

6. PRESENTATIONS

Nil

7. OFFICER'S REPORTS

7.1 Regional Road Group (RRG) 5 Year Plan – Proposed Amendment

<h1>Asset & Works</h1>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	30 January 2023	
Location:	Not Applicable	
Responsible Officer:	Rebecca McCall, Chief Executive Officer	
Author:	As Above	
Legislation:	<i>Local Government Act 1995</i>	
Sharepoint Reference:		
Disclosure of Interest:	Nil	
Attachments:	Attachment 7.1A - RRG 5 Year Amended Plan	

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This Item presents the Regional Road Group (RRG) 5 Year Plan – Proposed Amendment to the Asset & Works Committee for consideration and, if satisfactory, recommendation to Council for adoption.

Background

There are 10 Regional Road Groups (RRG) in WA, established under the State Road Funds to Local Government Agreement which is overseen by a State Advisory Committee (SAC). The RRGs make recommendations to the SAC regarding the Annual Local Road Program for the region.

The RRG's are comprised of elected representatives from each Local Government within the road group. Most groups are supported by a sub-group or technical committee comprised of Local Government staff. Administrative support is provided by Main Roads WA. RRGs importantly provide Local Government with a voice on how the State Government's contribution to local roads is spent. RRG members serve a vital and valuable role in ensuring road funding decisions maximise community benefit and preserve and improve the public road network across Western Australia.

A RRG is responsible for:

- assessing road-funding submissions from its member local governments;
- the annual distribution of funds to local government roads; and
- monitoring and reporting on the effectiveness of applying funds to local government roads in its regions.

A RRG may establish a Regional Road Sub-Group to:

- assist to identify road funding priorities;
- consider local road issues to inform decision making by the RRG; and

- provide advice to the RRG.

Local Governments (via RRG) work collaboratively to review their local road network to produce an agreed strategic approach to allocate limited funding across the extensive local road network in WA.

Road Project Grants are to be used for specific projects that are assessed and prioritised by the Regional Road Groups in accordance with the State Road Funds to Local Government Procedures and the Roads 2030 Regional Strategies for Significant Local Government Roads. Funding is on a 2/3 State and 1/3 Local Government basis. Allocations are based on a five-year program.

Comment

The RRG Five (5) Year Program was presented to the Committee at its August 2022 meeting for consideration and endorsement to Council. At the 16 August 2022 Ordinary Council Meeting, Council adopted the RRG Five Year Program (CMRef 0645).

Inspections of local distributor roads identified that the floodway on the Koorda-Wongan Hills Road has failed posing a risk to all road users. After consultation with external specialists, this floodway was deemed a priority for repair. It is recommended to amend the RRG program to accommodate the floodway repair to be undertaken in 2023/2024. This will result in the deferment of the reconstruction of a section of the Cunderdin-Minnivale Road.

Consultation

Rebecca McCall, Chief Executive Officer
Aaron Wooldridge, Deputy Chief Executive Officer
Ben Forbes, Asset & Works Coordinator
Allison Hunt, Main Roads WA

Policy Implications

Shire of Dowerin Road Strategy 2021

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

Community Priority: Our Infrastructure

Objective: We have functional infrastructure that meets the needs of the community

Outcome: 3.2

Reference: 3.2.1

Asset Management Plan

Identified key controls and actions associated with asset management are factored into the Asset Management Plan.

Long Term Financial Plan

Identified key controls and actions associated with financial management are factored into the Long Term Financial Plan.

Statutory Implications

The *Local Government Act 1995*

Risk Implications

Risk Profiling Theme	Asset Management Practices
Risk Category	Project Time
Risk Description	\$50,001 - \$200,000
Consequence Rating	Moderate (3)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Moderate (5)
Key Controls (in place)	RRG 5 Year Plan AMP and LTFP
Action (Treatment)	Regional Road Sub-Group Meetings
Risk Rating (after treatment)	Adequate

Financial Implications

Nil

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation/Resolution - 7.1

Moved: Cr Metcalf **Seconded:** Cr Sewell

0723 That, in accordance with the *Local Government Act 1995*, the Asset & Works Committee:

- 1. Receives the Regional Road Group 5 Year Amended Plan, as presented in Attachment 7.1A; and**
- 2. Recommends to Council that it adopts the Regional Road Group 5 Year Amended Plan.**

CARRIED 3/0

Please note that the Asset & Works Committee does not have delegated authority to make decisions. All recommendations of the Asset & Works Committee are presented to Council for ratification.

8.	Questions from Members
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Nil

9.	Urgent Business Approved by the Person Presiding or by Decision
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Nil

10.	Date of the Next Meeting
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TBA

11.	Closure
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The Chair thanked those in attendance and declared the Meeting closed at 2:20pm



SHIRE OF
DOWERIN
TIN DOG TERRITORY

MINUTES

Asset & Works Committee Meeting

Held in Council Chambers
13 Cottrell Street, Dowerin WA 6461
6 February 2023



ABN: 35 939 977 194

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

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7.1	Regional Road Group (RRG) 5 Year Plan - Proposed Amendment
8.	Questions from Members
9.	Urgent Business Approved by the Person Presiding or by Decision
10.	Date of Next Meeting
11.	Closure

Shire of Dowerin
Asset & Works Committee Meeting
6 February 2023



1. Official Opening

The Chair welcomed those in attendance and declared the Meeting open at 2.15pm.

2. Record of Attendance / Apologies / Leave of Absence

Committee Members:

Cr JC Sewell	Chair
Cr RI Trepp	
Cr AJ Metcalf	

Staff:

Ms R McCall	Chief Executive Officer
Ms L Dreghorn	Executive & Governance Officer
Mr B Forbes	Asset & Works Coordinator

Apologies:

Approved Leave of Absence:

Request for Attendance via Remote Connection

In accordance with Regulation 14A of the *Local Government (Administration) Regulations 1996* Cr JC Sewell has requested attendance at this Asset & Works Committee Meeting via remote connection.

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation/Resolution

Moved: Cr Trepp **Seconded:** Cr Metcalf

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- 2. Approves Donrail Farm as a suitable place for Cr JC Sewell's attendance.**

CARRIED BY ABSOLUTE MAJORITY 2/0

2.16pm – Cr JC Sewell was contacted via Zoom and joined the meeting.

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

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

5.1 Asset & Works Committee Meeting held on 9 August 2022.

Attachment 5.1A

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/ Resolution - 5.1

Moved: Cr Trepp

Seconded: Cr Metcalf

0722 That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Asset & Works Committee Meeting held 9 August 2022, as presented in Attachment 5.1A, be confirmed as a true and correct record of proceedings.


CARRIED 3/0

6. PRESENTATIONS

Nil

7. OFFICER'S REPORTS

7.1 Regional Road Group (RRG) 5 Year Plan – Proposed Amendment

<h1>Asset & Works</h1>		 SHIRE OF DOWERIN TIN DOG TERRITORY
Date:	30 January 2023	
Location:	Not Applicable	
Responsible Officer:	Rebecca McCall, Chief Executive Officer	
Author:	As Above	
Legislation:	<i>Local Government Act 1995</i>	
Sharepoint Reference:		
Disclosure of Interest:	Nil	
Attachments:	Attachment 7.1A - RRG 5 Year Amended Plan	

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This Item presents the Regional Road Group (RRG) 5 Year Plan – Proposed Amendment to the Asset & Works Committee for consideration and, if satisfactory, recommendation to Council for adoption.

Background

There are 10 Regional Road Groups (RRG) in WA, established under the State Road Funds to Local Government Agreement which is overseen by a State Advisory Committee (SAC). The RRGs make recommendations to the SAC regarding the Annual Local Road Program for the region.

The RRG's are comprised of elected representatives from each Local Government within the road group. Most groups are supported by a sub-group or technical committee comprised of Local Government staff. Administrative support is provided by Main Roads WA. RRGs importantly provide Local Government with a voice on how the State Government's contribution to local roads is spent. RRG members serve a vital and valuable role in ensuring road funding decisions maximise community benefit and preserve and improve the public road network across Western Australia.

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A RRG may establish a Regional Road Sub-Group to:

- assist to identify road funding priorities;
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- provide advice to the RRG.

Local Governments (via RRG) work collaboratively to review their local road network to produce an agreed strategic approach to allocate limited funding across the extensive local road network in WA.

Road Project Grants are to be used for specific projects that are assessed and prioritised by the Regional Road Groups in accordance with the State Road Funds to Local Government Procedures and the Roads 2030 Regional Strategies for Significant Local Government Roads. Funding is on a 2/3 State and 1/3 Local Government basis. Allocations are based on a five-year program.

Comment

The RRG Five (5) Year Program was presented to the Committee at its August 2022 meeting for consideration and endorsement to Council. At the 16 August 2022 Ordinary Council Meeting, Council adopted the RRG Five Year Program (CMRef 0645).

Inspections of local distributor roads identified that the floodway on the Koorda-Wongan Hills Road has failed posing a risk to all road users. After consultation with external specialists, this floodway was deemed a priority for repair. It is recommended to amend the RRG program to accommodate the floodway repair to be undertaken in 2023/2024. This will result in the deferment of the reconstruction of a section of the Cunderdin-Minnivale Road.

Consultation

Rebecca McCall, Chief Executive Officer
Aaron Wooldridge, Deputy Chief Executive Officer
Ben Forbes, Asset & Works Coordinator
Allison Hunt, Main Roads WA

Policy Implications

Shire of Dowerin Road Strategy 2021

Strategic Implications

Strategic Community Plan

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

Outcome: 5.3

Reference: 5.3.1

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Objective: We have functional infrastructure that meets the needs of the community

Outcome: 3.2

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Asset Management Plan

Identified key controls and actions associated with asset management are factored into the Asset Management Plan.

Long Term Financial Plan

Identified key controls and actions associated with financial management are factored into the Long Term Financial Plan.

Statutory Implications

The *Local Government Act 1995*

Risk Implications

Risk Profiling Theme	Asset Management Practices
Risk Category	Project Time
Risk Description	\$50,001 - \$200,000
Consequence Rating	Moderate (3)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Moderate (5)
Key Controls (in place)	RRG 5 Year Plan AMP and LTFP
Action (Treatment)	Regional Road Sub-Group Meetings
Risk Rating (after treatment)	Adequate

Financial Implications

Nil

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation/Resolution - 7.1

Moved: Cr Metcalf **Seconded:** Cr Sewell

0723 That, in accordance with the *Local Government Act 1995*, the Asset & Works Committee:

- 1. Receives the Regional Road Group 5 Year Amended Plan, as presented in Attachment 7.1A; and**
- 2. Recommends to Council that it adopts the Regional Road Group 5 Year Amended Plan.**

CARRIED 3/0

Please note that the Asset & Works Committee does not have delegated authority to make decisions. All recommendations of the Asset & Works Committee are presented to Council for ratification.

8.	Questions from Members
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Nil

9.	Urgent Business Approved by the Person Presiding or by Decision
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Nil

10.	Date of the Next Meeting
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TBA

11.	Closure
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The Chair thanked those in attendance and declared the Meeting closed at 2:20pm

SHIRE OF DOWERIN

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 31 DECEMBER 2022

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

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* Indicates report is required by Legislation.

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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.25 M	\$1.25 M	\$1.01 M	(\$0.24 M)
Closing	\$0.00 M	\$0.28 M	\$1.97 M	\$1.69 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$4.90 M	% of total
Unrestricted Cash	\$2.42 M	49.5%
Restricted Cash	\$2.48 M	50.5%

Refer to Note 2 - Cash and Financial Assets

Payables	
	\$0.15 M % Outstanding
Trade Payables	(\$0.04 M)
Over 30 Days	(21.4%)
Over 90 Days	-21.5%

Refer to Note 5 - Payables

Receivables		
	\$0.04 M	% Collected
Rates Receivable	\$0.35 M	78.7%
Trade Receivable	\$0.04 M	
Over 30 Days		2.3%
Over 90 Days		1.4%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.35 M)	\$0.79 M	\$1.11 M	\$0.31 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$1.51 M	% Variance
YTD Budget	\$1.51 M	(0.3%)

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
YTD Actual	\$0.80 M	% Variance
YTD Budget	\$0.71 M	12.9%

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$0.51 M	% Variance
YTD Budget	\$0.46 M	10.9%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.41 M)	(\$1.72 M)	(\$0.10 M)	\$1.62 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.10 M	%
Adopted Budget	\$0.12 M	(15.8%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$1.43 M	% Spent
Adopted Budget	\$4.00 M	(64.3%)

Refer to Note 8 - Capital Acquisition

Non-Operating Grants		
YTD Actual	\$1.23 M	% Received
Adopted Budget	\$3.47 M	(64.6%)

Refer to Note 8 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.49 M)	(\$0.05 M)	(\$0.05 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.05 M
Interest expense	\$0.00 M
Principal due	\$1.32 M

Refer to Note 9 - Borrowings

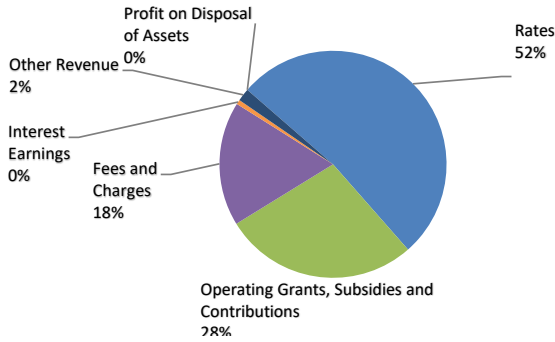
Reserves	
Reserves balance	\$2.48 M
Interest earned	\$0.00 M

Refer to Note 10 - Cash Reserves

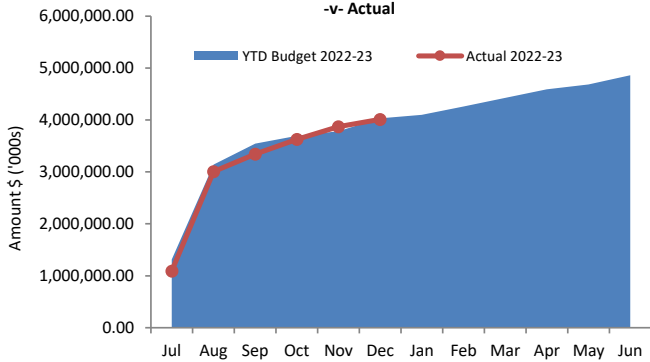
This information is to be read in conjunction with the accompanying Financial Statements and notes.

OPERATING ACTIVITIES

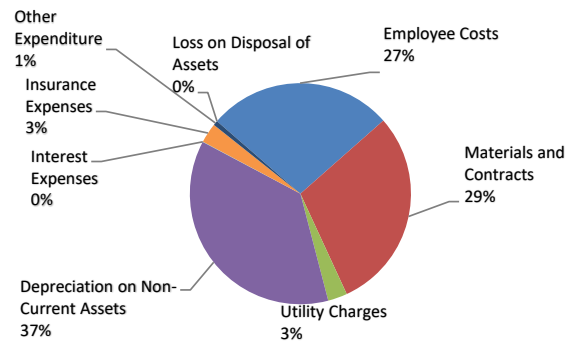
OPERATING REVENUE



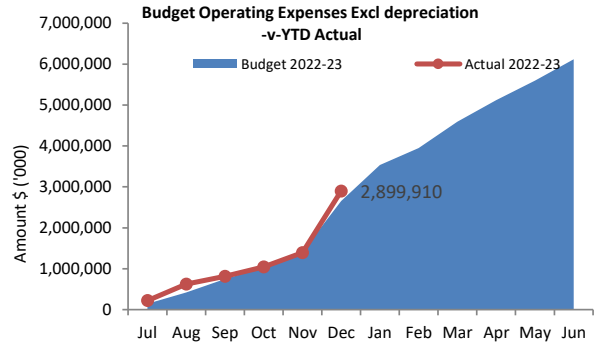
Budget Operating Revenues incl Bfwd Surplus -v- Actual



OPERATING EXPENSES



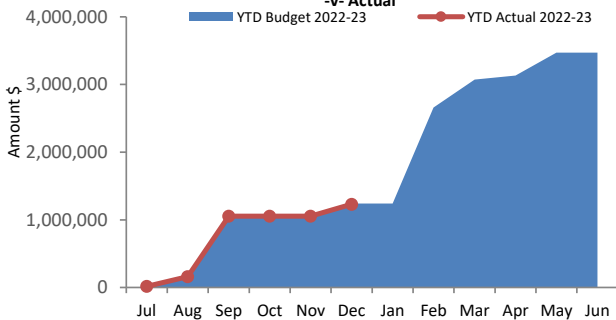
Budget Operating Expenses Excl depreciation -v- YTD Actual



INVESTING ACTIVITIES

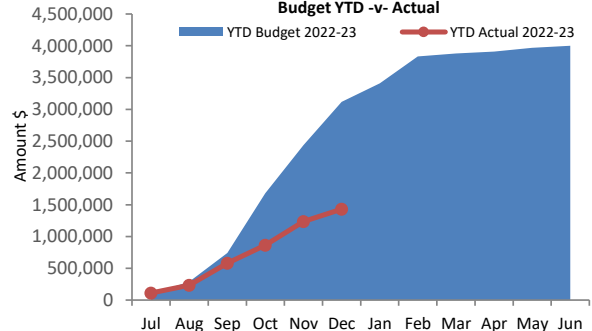
Non-operating grants, subsidies and contributions

Budget YTD -v- Actual



Payments for property, plant and equipment and infrastructure

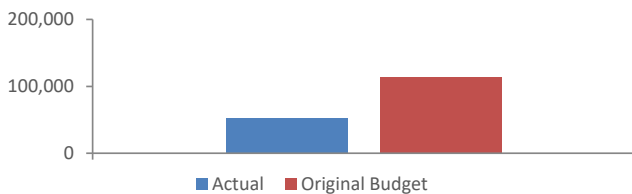
Budget YTD -v- Actual



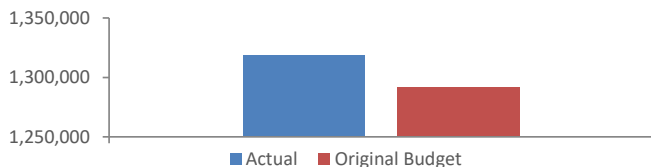
FINANCING ACTIVITIES

BORROWINGS

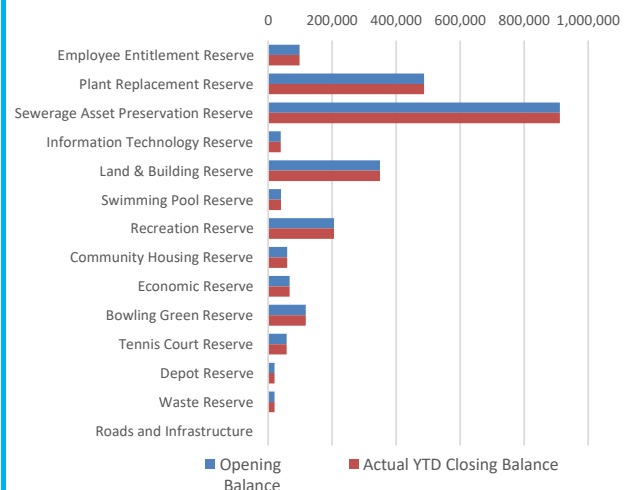
Principal Repayments



Principal Outstanding



RESERVES



KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 DECEMBER 2022

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.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING 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 EARNINGS

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 / INCOME

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

PROFIT ON ASSET DISPOSAL

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 ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022

BY NATURE OR TYPE

	Ref	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	Note							
Opening funding surplus / (deficit)	1(c)	\$ 1,251,657	1,251,657	\$ 1,251,657	\$ 1,013,935	\$ (237,722)	(18.99%)	☹️
Revenue from operating activities								
Rates	6	1,514,214	1,514,214	1,514,214	1,510,390	(3,824)	(0.25%)	
Operating grants, subsidies and contributions	12	1,252,739	1,252,739	710,613	802,630	92,017	12.95%	😊
Fees and charges		669,810	669,810	462,346	512,937	50,591	10.94%	😊
Interest earnings		47,000	47,000	23,728	18,831	(4,897)	(20.64%)	
Other revenue		84,500	84,500	27,234	52,635	25,401	93.27%	😊
Profit on disposal of assets		42,120	42,120	42,120	0	(42,120)	(100.00%)	☹️
		3,610,383	3,610,383	2,780,255	2,897,421	117,166		
Expenditure from operating activities								
Employee costs		(1,796,711)	(1,796,711)	(835,854)	(786,399)	49,455	5.92%	
Materials and contracts		(1,651,443)	(1,701,443)	(878,275)	(859,378)	18,897	2.15%	
Utility charges		(179,674)	(179,674)	(89,583)	(82,124)	7,459	8.33%	
Depreciation on non-current assets		(2,135,767)	(2,135,767)	(1,067,778)	(1,067,778)	0	0.00%	
Interest expenses		(32,281)	(32,281)	(16,186)	(1,293)	14,893	92.01%	😊
Insurance expenses		(164,857)	(164,857)	(82,338)	(84,181)	(1,843)	(2.24%)	
Other expenditure		(107,925)	(107,925)	(42,778)	(20,050)	22,728	53.13%	😊
Loss on disposal of assets		0	0	0	0	0	0.00%	
		(6,068,658)	(6,118,658)	(3,012,792)	(2,901,203)	111,589		
Non-cash amounts excluded from operating activities	1(a)	2,108,647	2,108,647	1,025,658	1,108,872	83,214	8.11%	
Amount attributable to operating activities		(349,628)	(399,628)	793,121	1,105,090	311,969		
Investing activities								
Non-operating grants, subsidies and contributions	13	3,470,765	3,470,765	1,239,329	1,230,278	(9,051)	(0.73%)	
Less Unspent Non-Operating Grants represented as Contract Liabilities	13							
<i>Net Non- Operating grants recognised as revenue</i>	13	3,470,765	3,470,765	1,239,329	1,230,278	(9,051)	(0.73%)	
Proceeds from disposal of assets	7	121,000	121,000	101,864	101,864	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(4,000,142)	(4,000,142)	(3,056,318)	(1,429,152)	1,627,166	53.24%	😊
Amount attributable to investing activities		(408,377)	(408,377)	(1,715,125)	(97,010)	1,618,115		
Financing Activities								
Proceeds from new debentures	9	0	0	0	0	0	0.00%	
Transfer from reserves	10	102,561	152,561	0	0	0	0.00%	
Repayment of debentures	9	(113,975)	(113,975)	(51,721)	(51,721)	0	0.00%	
Transfer to reserves	10	(482,238)	(482,238)	0	0	0	0.00%	
Amount attributable to financing activities		(493,652)	(443,652)	(51,721)	(51,721)	0		
Closing funding surplus / (deficit)	1(c)	0	0	277,932	1,970,293	1,692,361	(608.91%)	

KEY INFORMATION

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

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2022-23 year is a value of more or less than \$10,000 or 10.00%.

By Nature or Type	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Rates	(3,824)	(0.25%)		Within Variance
Operating grants, subsidies and contributions	92,017	12.95%	😊 Permanent	Financial Assistance Grant funding (\$314K) has been received higher than budgeted and Aged care grants are \$245K below YTD budget. These will be addressed with the budget review.
Fees and charges	50,591	10.94%	😊 Permanent	Private works (\$49K) revenue is higher than YTD budget. These will generally be offset with higher expenditure and will be considered with the budget review.
Sewerage charges	0	0.00%		Within Variance
Interest earnings	(4,897)	(20.64%)		Within Variance
Other revenue	25,401	93.27%	😊 Timing	Other revenue and reimbursements are higher than YTD budget.
Profit on disposal of assets	(42,120)	(100.00%)	😞 Timing	Once Assets that have been disposed are transacted in the Asset Register a profit/loss will be generated. This will be processed in February.
Expenditure from operating activities				
Employee costs	49,455	5.92%		Within Variance
Materials and contracts	18,897	2.15%		Within Variance
Utility charges	7,459	8.33%		Within Variance
Depreciation on non-current assets	0	0.00%		Within Variance, Actual based on budget.
Interest expenses	14,893	92.01%	😊 Timing	Staff will review budget timing of Loan interest with the budget review.
Insurance expenses	(1,843)	(2.24%)		Within Variance
Other expenditure	22,728	53.13%	😊 Timing	Members expenditure is \$21K lower than YTD budget. This is expected to even out over the next few months.
Loss on disposal of assets	0	0.00%		Within Variance
Investing activities				
Non-operating grants, subsidies and contributions	(9,051)	(0.73%)		Within Variance
Proceeds from disposal of assets	0	0.00%		Within Variance
Payments for property, plant and equipment and infrastructure	1,627,166	53.24%	😊 Timing	Refer to Note 8 for Project Details
Financing Activities				
Transfer from reserves	0	0.00%		Within Variance
Repayment of debentures	0	0.00%		Within Variance
Transfer to reserves	0	0.00%		Within Variance
Opening funding surplus / (deficit)	(237,722)	(18.99%)	😞 Permanent	The opening funding Surplus is lower than Budgeted. This reduction is due to the recognition of unspent Grants as at 30th June 2022. Staff will address these with the budget review, as increased budget allocations and revenue will need to be recognised in Fy23.

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 DECEMBER 2022

STATUTORY 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

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.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

STATUTORY REPORTING PROGRAMS

	Ref	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	Note	\$		\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,251,657	1,251,657	1,251,657	1,013,935	(237,722)	(18.99%)	☹️
Revenue from operating activities								
Governance		3,000	3,000	1,500	4,000	2,500	166.67%	
General purpose funding		1,596,014	1,596,014	1,540,342	1,741,369	201,027	13.05%	😊
Law, order and public safety		37,356	37,356	19,529	14,626	(4,903)	(25.11%)	
Health		3,300	3,300	3,300	2,540	(760)	(23.03%)	
Education and welfare		797,481	797,481	378,736	248,720	(130,016)	(34.33%)	☹️
Housing		131,081	131,081	65,538	75,527	9,989	15.24%	
Community amenities		270,973	270,973	261,453	267,311	5,858	2.24%	
Recreation and culture		47,650	47,650	27,154	49,138	21,984	80.96%	😊
Transport		419,658	419,658	310,900	299,128	(11,772)	(3.79%)	
Economic services		213,100	213,100	105,547	115,250	9,703	9.19%	
Other property and services		90,770	90,770	66,256	79,814	13,558	20.46%	😊
		3,610,383	3,610,383	2,780,255	2,897,423	117,168		
Expenditure from operating activities								
Governance		(594,780)	(594,780)	(234,428)	(213,416)	21,012	8.96%	
General purpose funding		(207,328)	(207,328)	(88,038)	(67,446)	20,592	23.39%	😊
Law, order and public safety		(151,556)	(151,556)	(78,884)	(64,404)	14,480	18.36%	😊
Health		(60,504)	(60,504)	(42,891)	(35,237)	7,654	17.85%	
Education and welfare		(585,233)	(585,233)	(287,144)	(217,242)	69,902	24.34%	😊
Housing		(307,140)	(307,140)	(160,381)	(118,042)	42,339	26.40%	😊
Community amenities		(394,647)	(444,647)	(252,142)	(247,799)	4,343	1.72%	
Recreation and culture		(983,900)	(983,900)	(477,171)	(427,058)	50,113	10.50%	😊
Transport		(2,174,714)	(2,174,714)	(1,086,774)	(1,010,597)	76,177	7.01%	
Economic services		(536,244)	(536,244)	(272,117)	(214,219)	57,898	21.28%	😊
Other property and services		(72,612)	(72,612)	(32,822)	(285,746)	(252,924)	(770.59%)	☹️
		(6,068,658)	(6,118,658)	(3,012,792)	(2,901,206)	111,586		
Non-cash amounts excluded from operating activities	1(a)	2,108,647	2,108,647	1,025,658	1,108,872	83,214	8.11%	
Amount attributable to operating activities		(349,628)	(399,628)	793,121	1,105,089	311,968		
Investing Activities								
Non-operating grants, subsidies and contributions	13	3,470,765	3,470,765	1,239,329	1,230,278	(9,051)	(0.73%)	
Proceeds from disposal of assets	7	121,000	121,000	101,864	101,864	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(4,000,142)	(4,000,142)	(3,056,318)	(1,429,152)	1,627,166	53.24%	😊
Amount attributable to investing activities		(408,377)	(408,377)	(1,715,124)	(97,010)	1,618,114		
Financing Activities								
Transfer from reserves	10	102,561	152,561	0	0	0	0.00%	
Repayment of debentures	9	(113,975)	(113,975)	(51,721)	(51,721)	0	0.00%	
Transfer to reserves	10	(482,238)	(482,238)	0	0	0	0.00%	
Amount attributable to financing activities		(493,652)	(443,652)	(51,721)	(51,721)	0		
Closing funding surplus / (deficit)	1(c)	0	0	277,932	1,970,293	1,692,361		😊

KEY INFORMATION

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

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

The material variance adopted by Council for the 2022-23 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.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2022-23 year is a value of more or less than \$10,000 or 10.00%.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	2,500	166.67%		Within Variance
General purpose funding	201,027	13.05%	😊 Permanent	Financial Assistance Grants \$315K higher than YTD budget. This will be addressed with the budget review.
Law, order and public safety	(4,903)	(25.11%)		Within Variance
Health	(760)	(23.03%)		Within Variance
Education and welfare	(130,016)	(34.33%)	😞 Timing	Aged Care funding is \$245K lower then YTD budget.
Housing	9,989	15.24%		Within Variance
Community amenities	5,858	2.24%		Within Variance
Recreation and culture	21,984	80.96%	😊 Permanent	Various higher than YTD budget revenue received of less than \$10K.
Transport	(11,772)	(3.79%)		Within Variance
Economic services	9,703	9.19%		Within Variance
Other property and services	13,558	20.46%	😊 Permanent	Private works income for field days and hire of equipment has exceeded budget.
Expenditure from operating activities				
Governance	21,012	8.96%		Within Variance
General purpose funding	20,592	23.39%	😊 Timing	Rates employee costs are \$13K and bank Fees \$8K lower than YTD budget, staff will review these with the budget review.
Law, order and public safety	14,480	18.36%	😊 Timing	ESL Bush Fire Brigade expense are \$12K lower than YTD budget, it is anticipates that these costs will even out during the year.
Health	7,654	17.85%		Within Variance
Education and welfare	69,902	24.34%	😊 Timing	Aged Services expenditure is \$58K lower than YTD budget. This is offset by lower revenue.
Housing	42,339	26.40%	😊 Timing	Staff and Other Housing maintenance in \$36K lower than YTD budget. This is expected to even out over the year.
Community amenities	4,343	1.72%		Within Variance
Recreation and culture	50,113	10.50%	😊 Timing	Parks and Gardens maintenance is \$47K lower than YTD budget. This is expected to even out during the year, and will be reviewed with the budget review.
Transport	76,177	7.01%		Within Variance
Economic services	57,898	21.28%	😊 Timing	Tourism and Area promotion expenses are \$62K lower than budget. These may even out over the year.
Other property and services	(252,924)	(770.59%)	😞 Timing	PWO and Plant Overheads are under recovered to YTD budget. Staff will review this with the budget review.

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 00 January 1900

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

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

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

(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	(42,120)	0
Movement in liabilities associated with restricted cash		15,000	0
Movement for review - loan correction		0	41,094
Add: Depreciation on assets		2,135,767	1,067,778
Total non-cash items excluded from operating activities		2,108,647	1,108,872

(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.

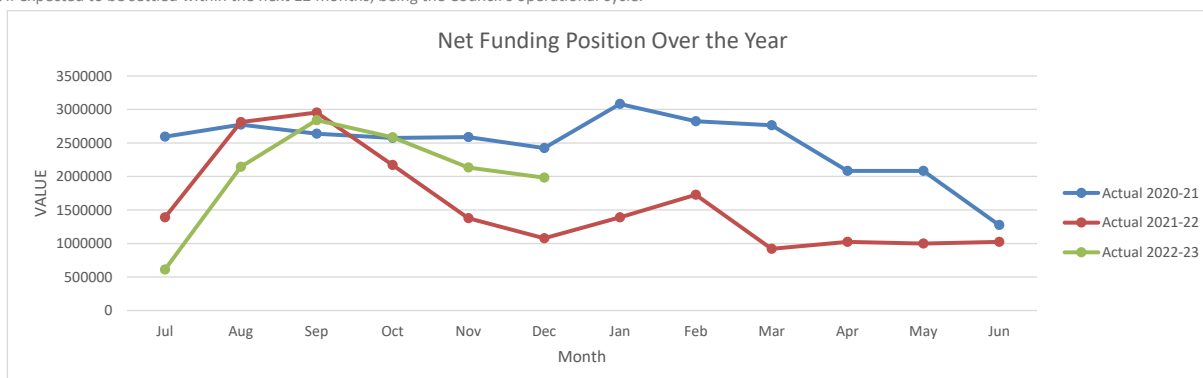
	Notes	Adopted Budget	Last Year UnAudited Actual 30 June 2022	This Time Last Year 31 December 2021	Year to Date 31 December 2022
Adjustments to net current assets					
Less: Reserves - restricted cash	10	(2,413,691)	(2,475,964)	(2,280,140)	(2,475,964)
Add: Borrowings	9	113,975	113,970	98,942	104,292
Add: Provisions funded by Reserve		97,883	97,883	77,767	97,883
Total adjustments to net current assets		(2,201,833)	(2,264,111)	(2,103,431)	(2,273,789)

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

Current assets					
Cash and cash equivalents	2	3,553,086	3,518,378	2,817,404	4,932,208
Rates receivables	3	119,592	119,592	381,017	346,820
Receivables	3	849,018	857,489	552,192	42,926
Stock on Hand	4	37,337	5,266	22,867	28,903
Total Current Assets		4,559,033	4,500,725	3,773,480	5,350,857
Less: Current liabilities					
Payables	5	(383,329)	(472,643)	(269,338)	(149,991)
Borrowings	9	(113,975)	(113,970)	(98,942)	(104,292)
Contract liabilities	11	(436,394)	(433,769)	52,648	(650,193)
Provisions	11	(171,845)	(202,298)	(171,845)	(202,298)
Total Current Liabilities		(1,105,543)	(1,222,680)	(487,477)	(1,106,774)
Less: Total adjustments to net current assets	1(b)	(2,201,833)	(2,264,111)	(2,103,431)	(2,273,789)
Closing funding surplus / (deficit)		1,251,657	1,013,935	1,182,572	1,970,293

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.



Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Floats	Cash and cash equivalents	400	0	400	0	On-hand		
Cash Deposits								
Municipal Bank Account	Cash and cash equivalents	2,421,332	0	2,421,332	0	NAB	0.05%	At Call
Term Deposits								
709-6589	Financial assets at amortised cost	0	1,000,000	1,000,000	0	NAB	2.55%	25/06/2023
27-9675	Financial assets at amortised cost	0	1,000,000	1,000,000	0	Westpac	3.26%	4/07/2023
	Financial assets at amortised cost	569	475,964	476,533	0	Bendigo	0.45%	1/01/2023
Total		2,422,301	2,475,964	4,898,265	0			
Comprising								
Cash and cash equivalents		2,421,732	0	2,421,732	0			
Financial assets at amortised cost		569	2,475,964	2,476,533	0			
		2,422,301	2,475,964	4,898,265	0			

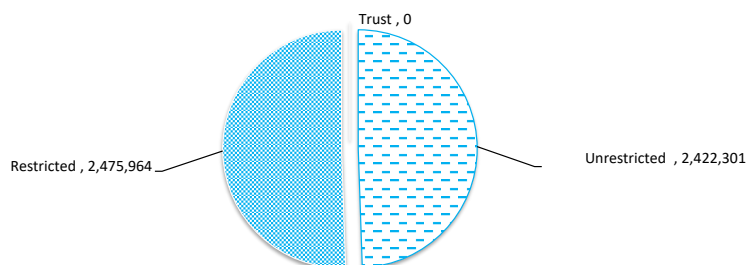
KEY INFORMATION

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 31 DECEMBER 2022**

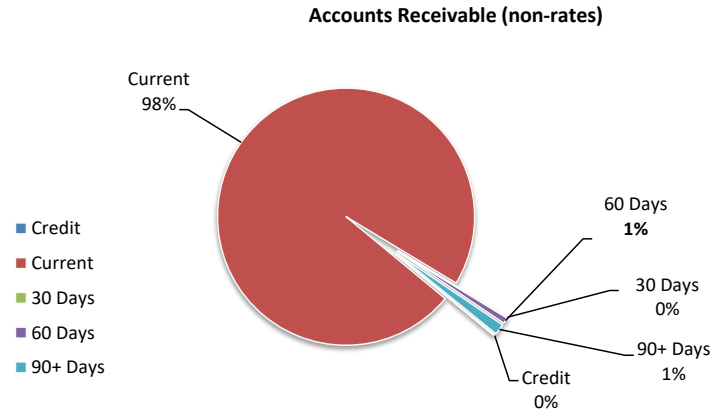
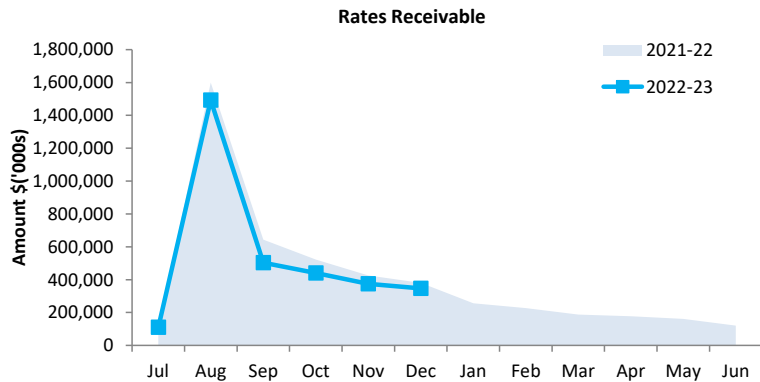
**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 Jun 2022	31 Dec 2022
	\$	\$
Opening arrears previous years	133,185	119,592
Levied - Rates revenue	1,402,771	1,510,390
Less - collections	(1,416,364)	(1,283,162)
Equals current outstanding	119,592	346,820
Net rates collectable	119,592	346,820
% Collected	92.2%	78.7%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(216)	138,663	90	1,062	1,960	141,559
Percentage	(0.2%)	98%	0.1%	0.8%	1.4%	
Balance per trial balance						
Sundry receivable	(216)	138,663	90	1,062	1,960	141,559
GST receivable	0	(38,713)	0	0	0	(38,713)
Allowance for impairment of receivables	0	(59,920)	0	0	0	(59,920)
Accrued Income	0	0	0	0	0	0
Total receivables general outstanding						42,926
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 31 DECEMBER 2022**

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

	Opening Balance	Asset Increase/(Decrease)	Closing Balance 31 December 2022
Other current assets	1 July 2022		2022
	\$	\$	\$
Inventory			
Stock On Hand	5,266	23,637	28,903
Total other current assets	5,266	23,637	28,903
Amounts shown above include GST (where applicable)			

KEY INFORMATION

Inventory

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

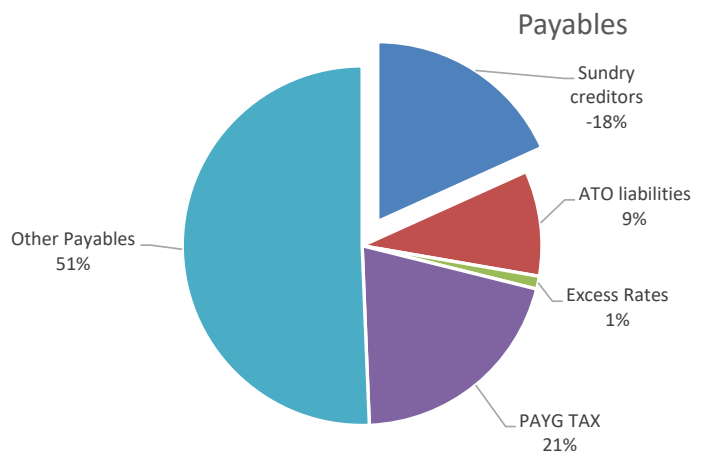
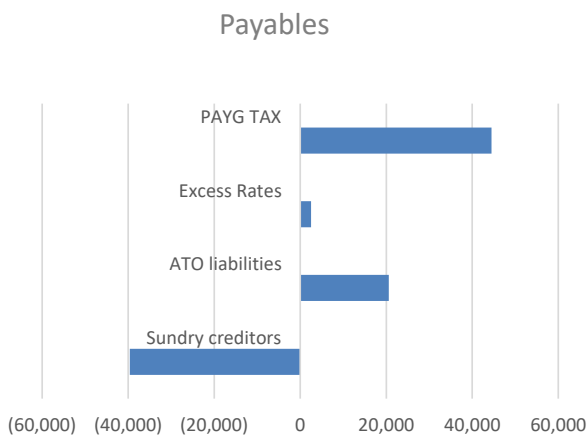
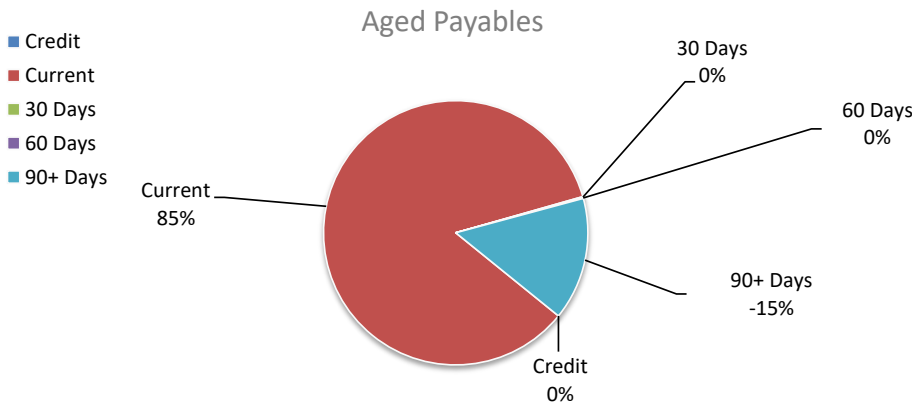
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	182,265	255	(217)	(32,312)	149,991
Percentage	0%	121.5%	0.2%	-0.1%	-21.5%	
Balance per trial balance						
Sundry creditors	0	(7,338)	255	(217)	(32,312)	(39,612)
ATO liabilities	0	20,565	0	0	0	20,565
Excess Rates	0	2,516	0	0	0	2,516
PAYG TAX	0	44,450	0	0	0	44,450
Other Payables	0	109,929	0	0	0	109,929
Payroll Creditors	0	86,086	0	0	0	86,086
Accrued Loan Interest	0	7,141	0	0	0	7,141
Total payables general outstanding						149,991

Amounts shown above include GST (where applicable)

KEY INFORMATION

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

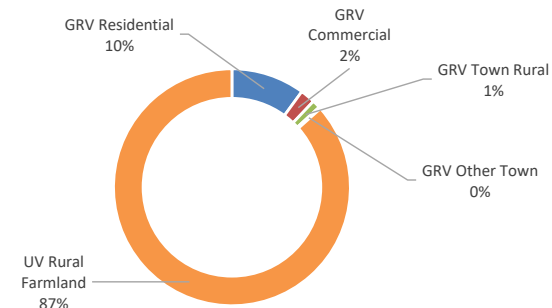
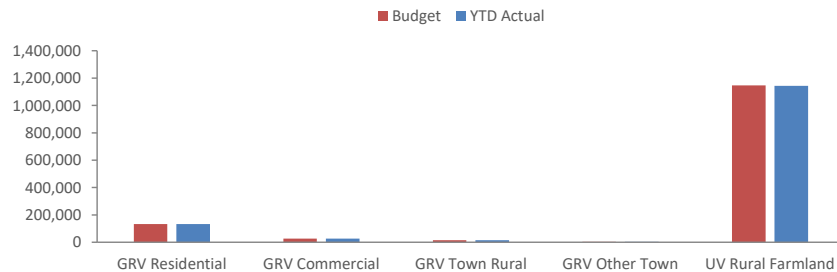


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

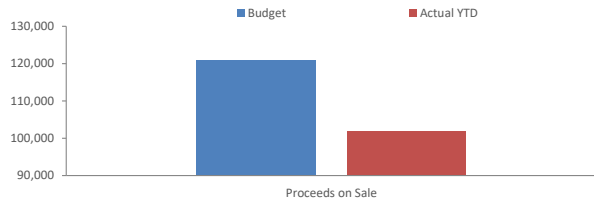
**OPERATING ACTIVITIES
NOTE 6
RATE REVENUE**

General rate revenue	Original Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
GRV Residential	0.10450	131	1,269,347	132,647	0	0	132,647	132,646	0	0	132,646
GRV Commercial	0.10450	15	256,474	26,802	0	0	26,802	26,802	0	0	26,802
GRV Town Rural	0.10450	12	138,892	14,514	0	0	14,514	14,514	0	0	14,514
GRV Other Town	0.10450	8	33,384	3,489	0	0	3,489	3,489	0	0	3,489
Unimproved value											
UV Rural Farmland	0.00676	223	169,617,000	1,146,611	0	0	1,146,611	1,146,611	(3,873)	0	1,142,738
Sub-Total		389	171,315,097	1,324,062	0	0	1,324,063	1,324,062	(3,873)	0	1,320,189
Minimum payment	Minimum \$										
Gross rental value											
GRV Residential	824	48	292,295	39,552	0	0	39,552	39,552	0	0	39,552
GRV Commercial	824	17	65,470	14,008	0	0	14,008	14,008	0	0	14,008
GRV Town Rural	824	16	38,685	13,184	0	0	13,184	13,184	0	0	13,184
GRV Other Town	241	20	7,974	4,820	0	0	4,820	4,820	0	0	4,820
Unimproved value											
UV Rural Farmland	824	64	4,190,300	52,736	0	0	52,736	52,736	0	0	52,736
UV Commercial	824	4	400	3,296	0	0	3,296	3,296	0	0	3,296
UV Town Rural	824	4	109,500	3,296	0	0	3,296	3,296	0	0	3,296
UV Mining	241	15	99,452	3,615	0	0	3,615	3,615	0	0	3,615
Sub-total		188	4,804,076	134,507	0	0	134,507	134,507	0	0	134,507
Amount from general rates							1,458,570	1,458,569	(3,873)	0	1,454,696
Ex-gratia rates							55,644				55,694
Total general rates							1,514,214				1,510,390

KEY INFORMATION



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												
	Transport												
*	Single Cab - Light Utility - 1GIL668	650	1,000	350	0	0	0	0	0	0	1,637	0	0
	Other property and services												
*	Toyota Hilux SR5 4WD Turbo	36,500	50,000	13,500	0	0	0	0	0	0	52,273	0	0
*	Passenger Vehicle; MCCS	21,730	50,000	28,270	0	0	0	0	0	0	47,954	0	0
**	Dual Cab 4x2; D002; Team Leader	20,000	20,000	0	0	0	0	0	0	0	0	0	0
		78,880	121,000	42,120	0	0	0	0	0	0	101,864	0	0



* Items have been sold.
Items will be disposed via the Asset register in February.

** Item will not be disposed as budgeted

**NOTES TO THE STATEMENT OF BUDGET REVIEW
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings	10,000	10,000	9,999	702	(9,297)
Plant and equipment	62,000	62,000	10,000	78,925	68,925
Infrastructure - roads	3,710,766	3,710,766	2,985,719	1,232,444	(1,753,275)
Infrastructure - sewerage	0	0	0	58,567	58,567
Infrastructure - footpaths	122,000	122,000	0	23,693	23,693
Infrastructure - other	95,376	95,376	50,600	34,822	(15,778)
Total Capital Acquisitions	4,000,142	4,000,142	3,056,318	1,429,152	(1,627,166)
Capital Acquisitions Funded By:					
	\$		\$	\$	\$
Capital grants and contributions	3,470,765	3,470,765	1,239,329	1,230,278	(9,051)
Other (disposals & C/Fwd)	121,000	121,000	101,864	101,864	0
Cash backed reserves					
Plant Replacement Reserve	32,000	32,000	0	0	0
Swimming Pool Reserve	40,561	40,561	0	0	0
Recreation Reserve	30,000	30,000	0	0	0
Contribution - operations	305,816	305,816	1,715,125	97,010	(1,618,115)
Capital funding total	4,000,142	4,000,142	3,056,318	1,429,152	(1,627,166)

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.

Account Description	Original Budget	Current Budget	YTD Budget	YTD Actual	Variance Under/(Over)	Comments
Land and Buildings						
BCC01B Admin Building - Refurbishment - Building (Capital)	10,000	10,000	9,999	702	9,297	Completed; expenditure not finalised
Total	10,000	10,000	9,999	702	9,297	
Plant & Equipment						
PE201 Cemetery Grave Shoring Box	10,000	10,000	0	16,686	(16,686)	Increased cost to be addressed with Budget review
PE206 Ride On Mower	0	0	0	10,532	(10,532)	PO from FY 22, addressed with Budget review
PE100 Diesel Fuel Bowser - Shire Depot	10,000	10,000	10,000	0	10,000	Calibration and nozzle repairs completed and mast installed; recommend not to fit L/V fuel pod with management system due to restructure and minimal use of pod; addressed with Budget review
PE105 Dual Cab 4x2 Team Leader	42,000	42,000	0	43,341	(43,341)	
PE704 Hino WaterCart	0	0	0	8,365	(8,365)	Services to fit upgraded pump to P704 Hino Watercart
Total	62,000	62,000	10,000	78,925	(68,925)	
Infrastructure - Roads						
RCR025 Commodity Route - Dowerin - Koorda Road	248,220	248,220	248,220	220,146	28,074	Works completed, expenses not finalised.
LRC006 LRCIP - Nambling Road	90,000	90,000	90,000	62,440	27,560	Completed; expenditure not finalised.
LRC013 LRCIP - Berring East Road	200,000	200,000	0	34	(34)	Scheduled for QTR 4
LRC023 LRCIP - Wongan-Koorda Road	242,000	242,000	0	9,784	(9,784)	Scheduled for QTR4; expense to date are for stockpile of gravel
LRC162 LRCIP - Nambling South Road	170,000	170,000	170,000	212,128	(42,128)	Completed, expenditure not finalised
R2R026 Minnivale North East Road (R2R)	72,130	72,130	36,060	55,431	(19,371)	Completed, expenditure not finalised
R2R042 McHugh Road (R2R)	45,000	45,000	0	43,110	(43,110)	Works completed.
R2R056 Quelagetting West Road (R2R)	62,050	62,050	62,050	52,654	9,396	Completed, expenditure not finalised
R2R162 Nambling South Road (R2R)	202,000	202,000	202,000	176,228	25,772	Completed; expenditure not finalised
RRG001 Cunderdin-Minnivale Road (RRG)	195,252	195,252	97,626	87,846	9,780	Works completed, expenses not finalised.
RRG003 Koombekine North Road (RRG)	358,128	358,128	358,126	633	357,493	Works scheduled to commence QTR3 Mar; expenses to date is for road signage
BS183 Dowerin-Meckering Road (BS)	104,344	104,344	0	8,440	(8,440)	Budgeted works are for preliminaries; expenses to date are survey costs
WFN182E WFSN Dowerin-Kalannie Road SLK27.28 to SL30.89	1,144,238	1,144,238	1,144,235	247,248	896,987	Works underway.
WFN182F WFSN Dowerin-Kalannie Road SLK12.28 to SLK15.70	577,404	577,404	577,402	56,321	521,081	Works underway.
Total	3,710,766	3,710,766	2,985,719	1,232,444	1,753,275	

Account Description	Original Budget	Current Budget	YTD Budget	YTD Actual	Variance Under/(Over)	
Infrastructure - Parks And Ovals						
PC070 Centenary Park Capital Works	22,000	22,000	0	23,693	(23,693)	Works completed, expenses not finalised.
PC075 Town Site Greening Water Scheme	100,000	100,000	0	0	0	
Total	122,000	122,000	0	23,693	(23,693)	
Infrastructure - Sewerage						
4100390 SEW - Infrastructure Sewerage (Capital)	0	0	0	58,567	(58,567)	Unbudgeted emergency works completed, expenses to be finalised
Total	0	0	0	58,567	(58,567)	
Infrastructure - Other						
OC003 Town Oval Reticulation Upgrade (Inc Dam)	0	0	0	(12,553)	12,553	21/22 project; final payments expended in 22/23
OC017 Dowerin Community Club Infrastructure Improvements	40,000	40,000	40,000	0	40,000	
OC007 Main Street Improvements	10,600	10,600	10,600	0	10,600	Banner Poles
OC010 Tin Dog Walk Stage 2	14,500	14,500	0	9,500	(9,500)	
OC016 Short Stay Accommodation Improvements	5,276	5,276	0	324	(324)	Project completed in 21/22, budget to be reviewed at budget review.
OC102 Information Bays	0	0	0	0	0	
OC008 Street Lighting LED Upgrade	25,000	25,000	0	25,106	(25,106)	Works completed, expenses to be finalised
OC043 Swimming Pool - Repair Leaks - Infrastructure Other	0	0	0	12,445	(12,445)	21/22 project; works completed in 22/23
Total	95,376	95,376	50,600	34,822	15,778	
TOTALS	4,000,142	4,000,142	3,056,318	1,429,152	1,627,166	

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

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

Repayments - borrowings

Information on borrowings	Particulars	Loan No.	1 July 2022	Principal Repayments			Principal Outstanding			Interest Repayments		
				Actual	Original Budget	Current Budget	Actual	Original Budget	Current Budget	Actual	Original Budget	Current Budget
			\$	\$	\$	\$	\$	\$	\$	\$	\$	
Housing												
Government Regional Officer Housing	100		254,839	5,496	11,090	11,090	249,343	243,749	243,749	0	8,618	8,618
Recreation and culture												
Dowerin Community Club	97		75,905	0	0	0	75,905	75,905	75,905	0	0	0
Dowerin Swimming Pool	101		162,815	9,679	19,444	19,444	153,136	143,371	143,371	0	2,500	2,500
DEM Interest Free Swimming Pool Loan	LP000		35,000	0	10,000	10,000	0	25,000	25,000	0	0	0
Transport												
Multi Tyre Roller	103		129,895	10,426	20,895	20,895	119,469	109,000	109,000	0	926	964
Smooth Drum Tyre Roller	104		131,716	9,199	18,437	18,437	122,517	113,279	113,279	0	793	1,137
Economic services												
Short Stay Accommodation	99		615,517	16,921	34,109	34,109	598,596	581,408	581,408	0	19,062	19,062
Total			1,405,687	51,721	113,975	113,975	1,318,966	1,291,712	1,291,712	0	31,899	32,281
Current borrowings			113,975				104,292					
Non-current borrowings			1,291,712				1,214,674					
			1,405,687				1,318,966					

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

DEM Interest Free Loan to be retired on mutual agreement.

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 31 DECEMBER 2022

FINANCING ACTIVITIES
NOTE 10
CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Original Budget Transfers In (+)	Current Budget Transfers In (+)	Actual Transfers In (+)	Original Budget Transfers Out (-)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Original Budget Closing Balance	Current Budget Closing Balance	Actual YTD Closing Balance
	\$	\$		\$	\$		\$	\$		\$
Employee Entitlement Reserve	97,883	16,217	16,217	0	0	0	0	114,100	114,100	97,883
Plant Replacement Reserve	487,477	138,617	138,617	0	(32,000)	(32,000)	0	594,094	594,094	487,477
Sewerage Asset Preservation Reserve	912,088	45,336	45,336	0	0	(50,000)	0	957,424	907,424	912,088
Information Technology Reserve	39,651	20,493	20,493	0	0	0	0	60,144	60,144	39,651
Land & Building Reserve	349,816	13,574	13,574	0	0	0	0	363,390	363,390	349,816
Swimming Pool Reserve	40,561	0	0	0	(40,561)	(40,561)	0	0	0	40,561
Recreation Reserve	206,109	53,066	53,066	0	(30,000)	(30,000)	0	229,175	229,175	206,109
Community Housing Reserve	60,005	746	746	0	0	0	0	60,751	60,751	60,005
Economic Reserve	66,971	832	832	0	0	0	0	67,803	67,803	66,971
Bowling Green Reserve	117,245	11,457	11,457	0	0	0	0	128,702	128,702	117,245
Tennis Court Reserve	58,128	6,722	6,722	0	0	0	0	64,850	64,850	58,128
Depot Reserve	20,015	50,249	50,249	0	0	0	0	70,264	70,264	20,015
Waste Reserve	20,015	20,249	20,249	0	0	0	0	40,264	40,264	20,015
Roads and Infrastructure	0	104,680	104,680	0	0	0	0	104,680	104,680	0
	2,475,964	482,238	482,238	0	(102,561)	(152,561)	0	2,855,641	2,805,641	2,475,964

KEY INFORMATION

Other current liabilities	Note	Opening Balance 1 July 2022	Liability Increase	Liability Reduction	Closing Balance 31 December 2022
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements		433,769	0	216,424	650,193
Total unspent grants, contributions and reimbursements		433,769	0	216,424	650,193
Provisions					
Annual leave		135,872	0	0	135,872
Long service leave		66,426	0	0	66,426
Total Provisions		202,298	0	0	202,298
Total other current assets		636,067	0	216,424	852,491
Amounts shown above include GST (where applicable)					

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

OPERATING GRANTS AND CONTRIBUTIONS

Operating grants, subsidies and contributions revenue

Provider	Original Budget Revenue	YTD Budget	Current Budget	Budget Variations	YTD Revenue Actual
	\$	\$	\$	\$	\$
Operating grants and subsidies					
General purpose funding					
GEN PUR - Financial Assistance Grant - General	0	0	0	0	143,512
GEN PUR - Financial Assistance Grant - Roads	0	0	0	0	66,381
Law, order, public safety					
ESL BFB - Operating Grant	34,000	17,001	34,000	0	12,451
Education and welfare					
AGED OTHER - Grant Funding - CHSP	226,260	113,130	226,260	0	93,262
WELFARE - Grants	3,000	1,500	3,000	0	0
AGED OTHER - Grant Funding - HCP	549,721	254,860	549,721	0	134,841
Recreation and culture					
OTH CUL - Grants - Other Culture	12,000	12,000	12,000	0	15,300
Transport					
ROADC - Other Grants - Flood Damage	0	0	0	0	0
ROADM - Direct Road Grant (MRWA)	153,588	153,588	153,588	0	156,892
ROADC - Other Grants - Roads/Streets	248,220	148,220	248,220	0	132,384
Other property and services					
ADMIN - Reimbursements	0	0	0	0	1,546
PWO - Other Reimbursements	0	0	0	0	423
POC - Reimbursements	1,000	498	1,000	0	0
	1,227,789	700,797	1,227,789	0	756,991
Operating contributions and reimbursements					
Governance					
MEMBERS - Contributions & Donations	3,000	1,500	3,000	0	0
General purpose funding					
Education and welfare					
AGED OTHER - Contributions	500	246	500	0	0
AGED OTHER - Reimbursements	0	0	0	0	16,531
Housing					
OTH HOUSE - Rental Reimbursements	0	0	0	0	11,922
Recreation and culture					
REC - Contributions & Donations	8,750	372	8,750	0	6,952
REC - Reimbursements - Other Recreation	0	0	0	0	559
LIBRARY - Other Grants	1,200	1,200	1,200	0	5,000
OTH CUL - Contributions & Donations - Other Culture	1,500	1,500	1,500	0	0
Other property and services					
POC - Fuel Tax Credits Grant Scheme	10,000	4,998	10,000	0	0
	24,950	9,816	24,950	0	45,639
TOTALS	1,252,739	710,613	1,252,739	0	802,630

		Non operating grants, subsidies and contributions revenue			
		Original Budget Revenue	Current Budget Revenue	YTD Budget	YTD Revenue Actual
		\$	\$	\$	\$
Non-operating grants and subsidies					
General purpose funding					
	Gen Pur - Grant Funding (No Gst)	764,276	764,276	191,069	158,064
Recreation and culture					
	Rec - Grants	70,000	70,000	0	0
Transport Funding					
RRG	Roadc - Regional Road Group Grants (Mrwa)	368,920	368,920	148,698	181,367
R2R	Roadc - Roads To Recovery Grant	381,180	381,180	152,472	143,757
WSFN	Roadc - Other Grants - Roads/Streets	1,886,389	1,886,389	747,090	747,090
TOTALS		3,470,765	3,470,765	1,239,329	1,230,278

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**NOTE 14
BUDGET AMENDMENTS**

The following note disclosed the approved amendments to the original budget since budget adoption.

GL Code	Description	Council Resolution	Classification	Original Budget	Current Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget adoption - Budgeted Closing Position					\$	\$	\$
W0029	Sewerage Maintenance	Sept 22 - 0661	Operating Expenditure	34,961	84,961	-	(50,000)	(50,000)
From Reserve	Sewerage Asset Preservation Reserve	Sept 22 - 0661	Financing Activities	-	50,000	50,000	-	0
	TOTALS					<u>50,000</u>	<u>(50,000)</u>	0

SHIRE OF DOWERIN

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 31 JANUARY 2023

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

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* Indicates report is required by Legislation.

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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.25 M	\$1.25 M	\$1.01 M	(\$0.24 M)
Closing	\$0.00 M	(\$0.28 M)	\$1.65 M	\$1.94 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$4.86 M	% of total
Unrestricted Cash	\$2.39 M	49.1%
Restricted Cash	\$2.48 M	50.9%

Refer to Note 2 - Cash and Financial Assets

Payables	
	\$0.38 M % Outstanding
Trade Payables	\$0.08 M
Over 30 Days	2.1%
Over 90 Days	-8.6%

Refer to Note 5 - Payables

Receivables		
	\$0.07 M	% Collected
Rates Receivable	\$0.26 M	83.9%
Trade Receivable	\$0.07 M	
Over 30 Days		87.2%
Over 90 Days		2%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.35 M)	\$0.52 M	\$0.88 M	\$0.36 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$1.51 M	% Variance
YTD Budget	\$1.51 M	(0.2%)

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
YTD Actual	\$0.84 M	% Variance
YTD Budget	\$0.74 M	14.2%

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$0.56 M	% Variance
YTD Budget	\$0.50 M	12.4%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.41 M)	(\$2.00 M)	(\$0.19 M)	\$1.81 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.10 M	%
Adopted Budget	\$0.12 M	(15.8%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$1.52 M	% Spent
Adopted Budget	\$4.00 M	(62.0%)

Refer to Note 8 - Capital Acquisition

Non-Operating Grants		
YTD Actual	\$1.23 M	% Received
Adopted Budget	\$3.47 M	(64.6%)

Refer to Note 8 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.49 M)	(\$0.05 M)	(\$0.05 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.05 M
Interest expense	\$0.00 M
Principal due	\$1.32 M

Refer to Note 9 - Borrowings

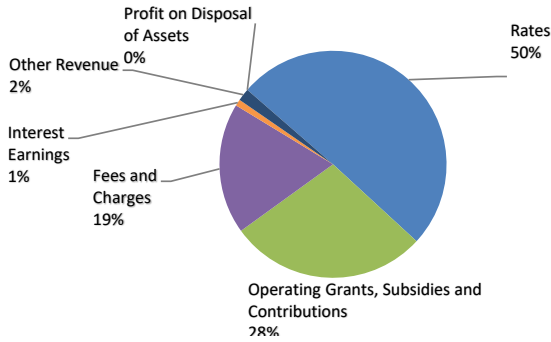
Reserves	
Reserves balance	\$2.48 M
Interest earned	\$0.00 M

Refer to Note 10 - Cash Reserves

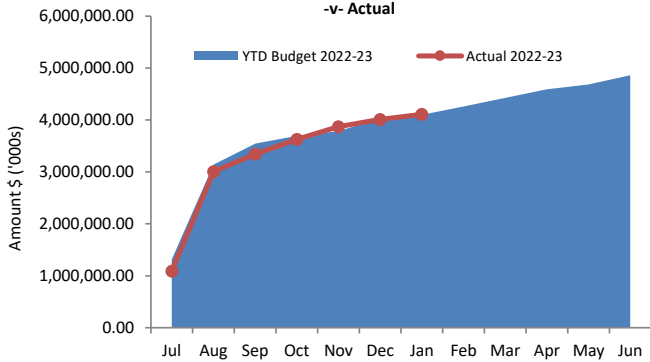
This information is to be read in conjunction with the accompanying Financial Statements and notes.

OPERATING ACTIVITIES

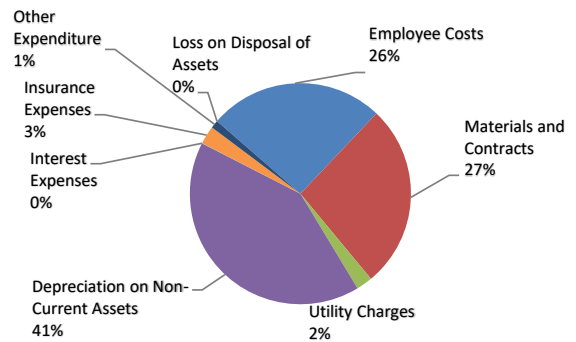
OPERATING REVENUE



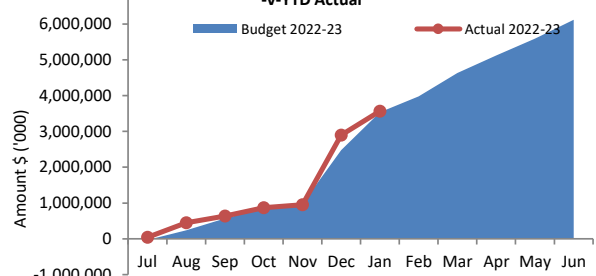
Budget Operating Revenues incl Bfwd Surplus -v- Actual



OPERATING EXPENSES

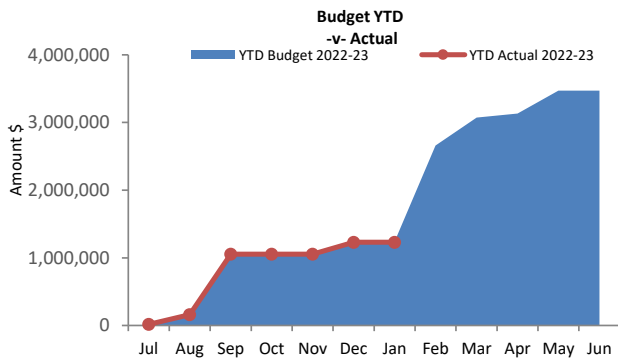


Budget Operating Expenses Excl depreciation -v- YTD Actual

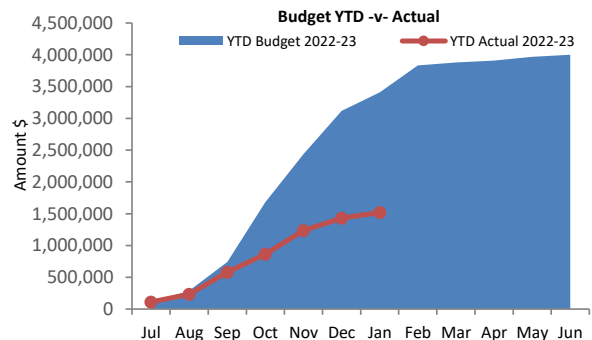


INVESTING ACTIVITIES

Non-operating grants, subsidies and contributions



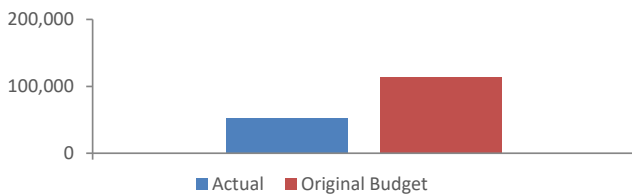
Payments for property, plant and equipment and infrastructure



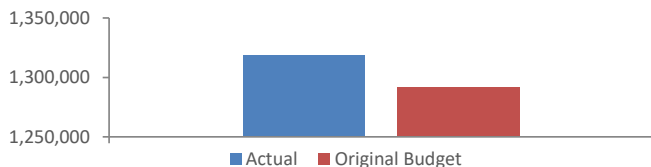
FINANCING ACTIVITIES

BORROWINGS

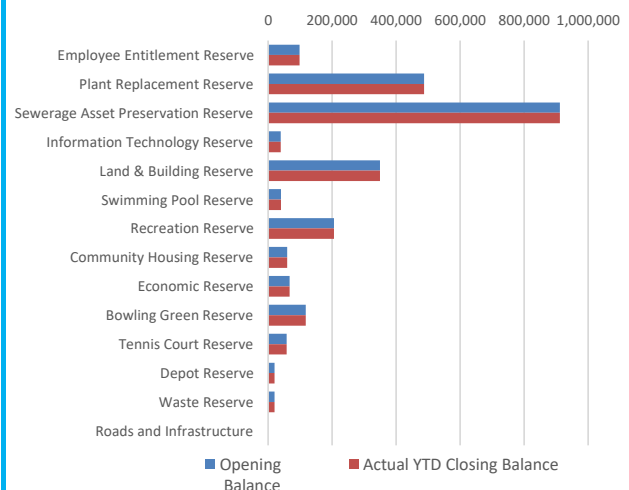
Principal Repayments



Principal Outstanding



RESERVES



KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 JANUARY 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.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING 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 EARNINGS

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 / INCOME

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

PROFIT ON ASSET DISPOSAL

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 ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2023

BY NATURE OR TYPE

	Ref	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	Note							
		\$		\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,251,657	1,251,657	1,251,657	1,013,935	(237,722)	(18.99%)	☹️
Revenue from operating activities								
Rates	6	1,514,214	1,514,214	1,514,214	1,510,515	(3,699)	(0.24%)	
Operating grants, subsidies and contributions	12	1,252,739	1,252,739	738,987	844,113	105,126	14.23%	😊
Fees and charges		669,810	669,810	496,452	558,246	61,794	12.45%	😊
Interest earnings		47,000	47,000	25,106	27,693	2,587	10.30%	
Other revenue		84,500	84,500	31,773	53,228	21,455	67.53%	😊
Profit on disposal of assets		42,120	42,120	42,120	0	(42,120)	(100.00%)	☹️
		3,610,383	3,610,383	2,848,652	2,993,794	145,142		
Expenditure from operating activities								
Employee costs		(1,796,711)	(1,796,711)	(980,330)	(941,343)	38,987	3.98%	
Materials and contracts		(1,651,443)	(1,701,443)	(1,039,704)	(986,413)	53,291	5.13%	
Utility charges		(179,674)	(179,674)	(107,362)	(86,683)	20,679	19.26%	😊
Depreciation on non-current assets		(2,135,767)	(2,135,767)	(1,245,741)	(1,508,647)	(262,906)	(21.10%)	☹️
Interest expenses		(32,281)	(32,281)	(17,950)	(1,293)	16,657	92.80%	😊
Insurance expenses		(164,857)	(164,857)	(96,061)	(98,122)	(2,061)	(2.15%)	
Other expenditure		(107,925)	(107,925)	(48,912)	(42,390)	6,522	13.33%	
Loss on disposal of assets		0	0	0	0	0	0.00%	
		(6,068,658)	(6,118,658)	(3,536,060)	(3,664,893)	(128,833)		
Non-cash amounts excluded from operating activities	1(a)	2,108,647	2,108,647	1,203,621	1,549,741	346,120	28.76%	☹️
Amount attributable to operating activities		(349,628)	(399,628)	516,213	878,642	362,429		
Investing activities								
Non-operating grants, subsidies and contributions	13	3,470,765	3,470,765	1,239,329	1,230,278	(9,051)	(0.73%)	
<i>Net Non- Operating grants recognised as revenue</i>	13	3,470,765	3,470,765	1,239,329	1,230,278	(9,051)	(0.73%)	
Proceeds from disposal of assets	7	121,000	121,000	101,864	101,864	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(4,000,142)	(4,000,142)	(3,338,875)	(1,518,856)	1,820,019	54.51%	😊
Amount attributable to investing activities		(408,377)	(408,377)	(1,997,682)	(186,714)	1,810,968		
Financing Activities								
Proceeds from new debentures	9	0	0	0	0	0	0.00%	
Transfer from reserves	10	102,561	152,561	0	0	0	0.00%	
Repayment of debentures	9	(113,975)	(113,975)	(51,721)	(51,721)	0	0.00%	
Transfer to reserves	10	(482,238)	(482,238)	0	0	0	0.00%	
Amount attributable to financing activities		(493,652)	(443,652)	(51,721)	(51,721)	0		
Closing funding surplus / (deficit)	1(c)	0	0	(281,533)	1,654,142	1,935,675	687.55%	😊

KEY INFORMATION

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

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

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

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

EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2022-23 year is a value of more or less than \$10,000 or 10.00%.

By Nature or Type	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Rates	(3,699)	(0.24%)		Within Variance
Operating grants, subsidies and contributions	105,126	14.23%	😊 Permanent	Financial Assistance Grant funding (\$314K) has been received higher than budgeted and Aged care grants are \$220K and Roads grants \$16K below YTD budget. These will be addressed with the budget review.
Fees and charges	61,794	12.45%	😊 Permanent	Private works (\$63K) revenue is higher than YTD budget. These will generally be offset with higher expenditure and will be considered with the budget review.
Sewerage charges	0	0.00%		Within Variance
Interest earnings	2,587	10.30%		Within Variance
Other revenue	21,455	67.53%	😊 Timing	Other revenue and reimbursements are higher than YTD budget.
Profit on disposal of assets	(42,120)	(100.00%)	😞 Timing	Once Assets that have been disposed are transacted in the Asset Register a profit/loss will be generated. This will be processed in February.
Expenditure from operating activities				
Employee costs	38,987	3.98%		Within Variance
Materials and contracts	53,291	5.13%		Within Variance
Utility charges	20,679	19.26%	😊 Timing	Utility costs are lower than YTD budget. This is likely a timing issue with the receipt and payment of invoices.
Depreciation on non-current assets	(262,906)	(21.10%)	😞 Permanent	Actual depreciation from the Asset register is higher than YYD budget, likely due to the revaluation in FY22. Staff will review depreciation rates to valuations and adjust asap.
Interest expenses	16,657	92.80%	😊 Timing	Staff will review budget timing of Loan interest with the budget review.
Insurance expenses	(2,061)	(2.15%)		Within Variance
Other expenditure	6,522	13.33%		Within Variance
Loss on disposal of assets	0	0.00%		Within Variance
Investing activities				
Non-operating grants, subsidies and contributions	(9,051)	(0.73%)		Within Variance
Proceeds from disposal of assets	0	0.00%		Within Variance
Payments for property, plant and equipment and infrastructure	1,820,019	54.51%	😊 Timing	Refer to Note 8 for Project Details
Financing Activities				
Transfer from reserves	0	0.00%		Within Variance
Repayment of debentures	0	0.00%		Within Variance
Transfer to reserves	0	0.00%		Within Variance
Opening funding surplus / (deficit)	(237,722)	(18.99%)	😞 Permanent	The opening funding Surplus is lower than Budgeted. This reduction is in the main due to the recognition of unspent Grants as at 30th June 2022. Staff will address these with the budget review, as increased budget allocations and revenue will need to be recognised in Fy23.

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 JANUARY 2023

STATUTORY 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

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.

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

STATUTORY REPORTING PROGRAMS

	Ref	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	Note	\$		\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,251,657	1,251,657	1,251,657	1,013,935	(237,722)	(18.99%)	☹️
Revenue from operating activities								
Governance		3,000	3,000	1,750	4,000	2,250	128.57%	
General purpose funding		1,596,014	1,596,014	1,542,120	1,750,357	208,237	13.50%	😊
Law, order and public safety		37,356	37,356	19,792	27,392	7,600	38.40%	
Health		3,300	3,300	3,300	2,497	(803)	(24.33%)	
Education and welfare		797,481	797,481	399,382	275,588	(123,794)	(31.00%)	☹️
Housing		131,081	131,081	76,461	84,091	7,630	9.98%	
Community amenities		270,973	270,973	263,033	270,117	7,084	2.69%	
Recreation and culture		47,650	47,650	37,233	50,663	13,430	36.07%	😊
Transport		419,658	419,658	312,357	299,128	(13,229)	(4.24%)	
Economic services		213,100	213,100	122,887	134,208	11,321	9.21%	
Other property and services		90,770	90,770	70,337	95,753	25,416	36.13%	😊
		3,610,383	3,610,383	2,848,652	2,993,794	145,142		
Expenditure from operating activities								
Governance		(594,780)	(594,780)	(297,090)	(300,963)	(3,873)	(1.30%)	
General purpose funding		(207,328)	(207,328)	(102,106)	(78,494)	23,612	23.12%	😊
Law, order and public safety		(151,556)	(151,556)	(94,470)	(75,497)	18,973	20.08%	😊
Health		(60,504)	(60,504)	(45,864)	(36,840)	9,024	19.68%	
Education and welfare		(585,233)	(585,233)	(346,763)	(243,987)	102,776	29.64%	😊
Housing		(307,140)	(307,140)	(189,815)	(135,869)	53,946	28.42%	😊
Community amenities		(394,647)	(444,647)	(283,364)	(336,218)	(52,854)	(18.65%)	☹️
Recreation and culture		(983,900)	(983,900)	(561,428)	(667,669)	(106,241)	(18.92%)	☹️
Transport		(2,174,714)	(2,174,714)	(1,267,903)	(1,135,439)	132,464	10.45%	😊
Economic services		(536,244)	(536,244)	(315,163)	(258,997)	56,166	17.82%	😊
Other property and services		(72,612)	(72,612)	(32,094)	(394,918)	(362,824)	(1130.50%)	☹️
		(6,068,658)	(6,118,658)	(3,536,060)	(3,664,891)	(128,831)		
Non-cash amounts excluded from operating activities	1(a)	2,108,647	2,108,647	1,203,621	1,549,741	346,120	28.76%	☹️
Amount attributable to operating activities		(349,628)	(399,628)	516,213	878,644	362,431		
Investing Activities								
Non-operating grants, subsidies and contributions	13	3,470,765	3,470,765	1,239,329	1,230,278	(9,051)	(0.73%)	
Proceeds from disposal of assets	7	121,000	121,000	101,864	101,864	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(4,000,142)	(4,000,142)	(3,338,875)	(1,518,856)	1,820,019	54.51%	😊
Amount attributable to investing activities		(408,377)	(408,377)	(1,997,681)	(186,714)	1,810,967		
Financing Activities								
Transfer from reserves	10	102,561	152,561	0	0	0	0.00%	
Repayment of debentures	9	(113,975)	(113,975)	(51,721)	(51,721)	0	0.00%	
Transfer to reserves	10	(482,238)	(482,238)	0	0	0	0.00%	
Amount attributable to financing activities		(493,652)	(443,652)	(51,721)	(51,721)	0		
Closing funding surplus / (deficit)	1(c)	0	0	(281,533)	1,654,142	1,935,675		

KEY INFORMATION

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

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

The material variance adopted by Council for the 2022-23 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.

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

EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2022-23 year is a value of more or less than \$10,000 or 10.00%.

Reporting Program	Var. \$	Var. %		Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Governance	2,250	128.57%			Within Variance
General purpose funding	208,237	13.50%	😊	Permanent	Financial Assistance Grants \$315 higher than YTD budget. This will be addressed with the budget review.
Law, order and public safety	7,600	38.40%			Within Variance
Health	(803)	(24.33%)			Within Variance
Education and welfare	(123,794)	(31.00%)	😞	Timing	Aged Care funding is \$115K lower then YTD budget.
Housing	7,630	9.98%			Within Variance
Community amenities	7,084	2.69%			Within Variance
Recreation and culture	13,430	36.07%	😊	Permanent	Various higher than YTD budget revenue received of less than \$10K.
Transport	(13,229)	(4.24%)			Within Variance
Economic services	11,321	9.21%			Within Variance
Other property and services	25,416	36.13%	😊	Permanent	Private works income for field days and hire of equipment has exceeded budget.
Expenditure from operating activities					
Governance	(3,873)	(1.30%)			Within Variance
General purpose funding	23,612	23.12%	😊	Timing	Rates employee costs are \$13K and other general expense are less than \$5K below YTD budget.
Law, order and public safety	18,973	20.08%	😊	Timing	ESL Bush Fire Brigade expense are \$14K lower than YTD budget, it is anticipated that these costs will even out during the year.
Health	9,024	19.68%			Within Variance
Education and welfare	102,776	29.64%	😊	Timing	Aged Services expenditure is \$78K lower than YTD budget. This is offset by lower revenue. Other welfare Events is \$11K lower than YTD Budget. These items will be reviewed with the Budget Review.
Housing	53,946	28.42%	😊	Timing	Staff and Other Housing maintenance in \$53 lower than YTD budget. This is expected to even out over the year.
Community amenities	(52,854)	(18.65%)	😞	Permanent	Depreciation is \$63K higher than YTD budget. This has no cash impact in the Shires financial position.
Recreation and culture	(106,241)	(18.92%)	😞	Timing	Depreciation is \$140K higher than YTD budget. This has no cash impact in the Shires financial position. This is offset by \$33K lower to YTD expenditure in Recreational facilities maintenance
Transport	132,464	10.45%	😊	Timing	Road maintenance is \$144K lower than YTD budget.
Economic services	56,166	17.82%	😊	Timing	Tourism and Area promotion expenses are \$60K lower than budget. These may even out over the year.
Other property and services	(362,824)	(1130.50%)	😞	Timing	PWO and Plant Overheads are under recovered to YTD budget. Staff will review processes surrounding recovery of allocations via payroll.

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 00 January 1900

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.

(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	(42,120)	0
Movement in liabilities associated with restricted cash		15,000	0
Movement for review - loan correction		0	41,094
Add: Depreciation on assets		2,135,767	1,508,647
Total non-cash items excluded from operating activities		2,108,647	1,549,741

(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.

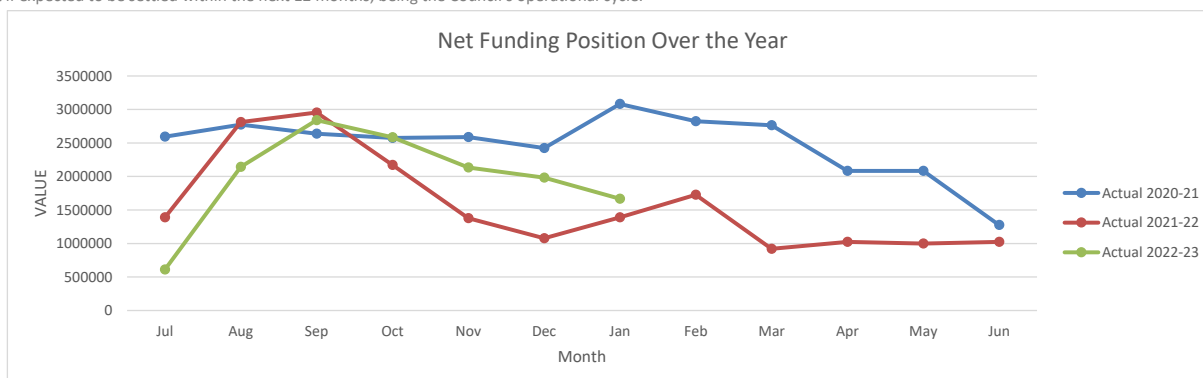
	Notes	Adopted Budget	Last Year UnAudited Actual 30 June 2022	This Time Last Year 31 January 2022	Year to Date 31 January 2023
Adjustments to net current assets					
Less: Reserves - restricted cash	10	(2,413,691)	(2,475,964)	(2,282,998)	(2,475,964)
Add: Borrowings	9	113,975	113,970	98,942	104,292
Add: Provisions funded by Reserve		97,883	97,883	77,864	97,883
Total adjustments to net current assets		(2,201,833)	(2,264,111)	(2,106,192)	(2,273,789)

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

Current assets					
Cash and cash equivalents	2	3,553,086	3,518,378	3,548,852	4,906,223
Rates receivables	3	119,592	119,592	255,765	262,482
Receivables	3	849,018	857,489	270,937	65,378
Stock on Hand	4	37,337	5,266	13,729	28,903
Total Current Assets		4,559,033	4,500,725	4,089,283	5,262,986
Less: Current liabilities					
Payables	5	(383,329)	(472,643)	(268,635)	(378,271)
Borrowings	9	(113,975)	(113,970)	(98,942)	(104,292)
Contract liabilities	11	(436,394)	(433,769)	52,648	(650,193)
Provisions	11	(171,845)	(202,298)	(171,845)	(202,298)
Total Current Liabilities		(1,105,543)	(1,222,680)	(486,774)	(1,335,054)
Less: Total adjustments to net current assets	1(b)	(2,201,833)	(2,264,111)	(2,106,192)	(2,273,789)
Closing funding surplus / (deficit)		1,251,657	1,013,935	1,496,317	1,654,142

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.



Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Floats	Cash and cash equivalents	400	0	400	0	On-hand		
Cash Deposits								
Municipal Bank Account	Cash and cash equivalents	2,386,527	0	2,386,527	0	NAB	0.05%	At Call
LRCIP Phase 2 Funding	Cash and cash equivalents		0	0	0	NAB	0.03%	At Call
Term Deposits								
709-6589	Financial assets at amortised cost	0	1,000,000	1,000,000	0	NAB	2.55%	25/06/2023
27-9675	Financial assets at amortised cost	0	1,000,000	1,000,000	0	Westpac	3.26%	4/07/2023
	Financial assets at amortised cost	1,633	475,964	477,597		Bendigo	1.00%	1/07/2023
Total		2,388,560	2,475,964	4,864,523	0			
Comprising								
Cash and cash equivalents		2,386,927	0	2,386,926	0			
Financial assets at amortised cost		1,633	2,475,964	2,477,597	0			
		2,388,560	2,475,964	4,864,523	0			

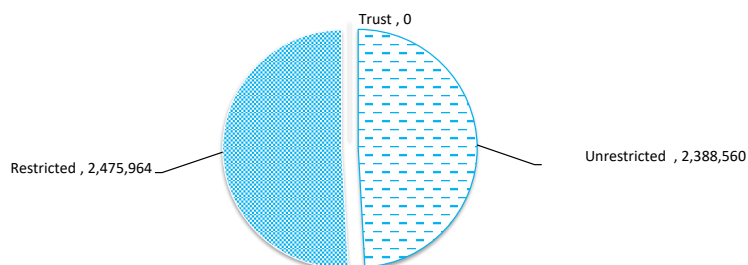
KEY INFORMATION

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 31 JANUARY 2023**

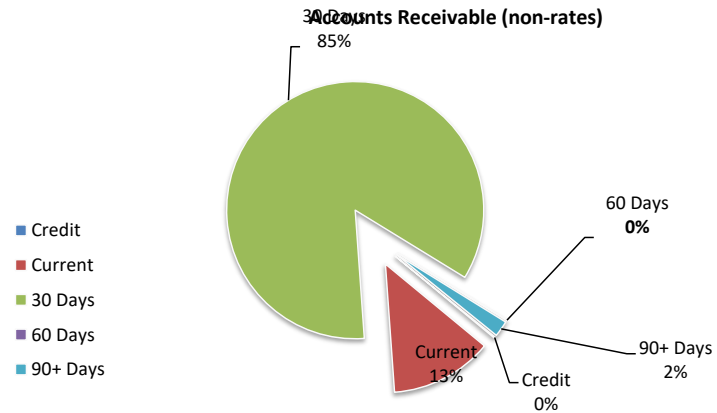
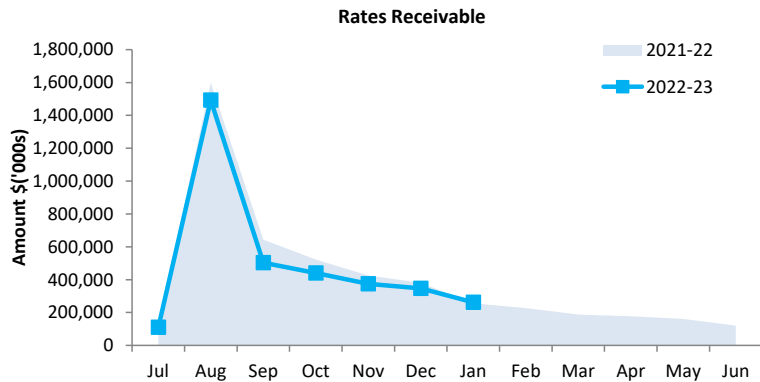
**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 June 2022	31 Jan 2023
	\$	\$
Opening arrears previous years	133,185	119,592
Levied - Rates revenue	1,402,771	1,510,515
Less - collections	(1,416,364)	(1,367,625)
Equals current outstanding	119,592	262,482
Net rates collectable	119,592	262,482
% Collected	92.2%	83.9%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(216)	18,362	121,024	90	2,872	142,132
Percentage	(0.2%)	12.9%	85.1%	0.1%	2%	
Balance per trial balance						
Sundry receivable	(216)	18,362	121,024	90	2,872	142,132
GST receivable	0	(16,834)		0	0	(16,834)
Allowance for impairment of receivables	0	(59,920)	0	0	0	(59,920)
Accrued Income	0	0	0	0	0	0
Total receivables general outstanding						65,378
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 31 JANUARY 2023**

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

	Opening Balance 1 July 2022	Asset Increase/(Decrease)	Closing Balance 31 January 2023
Other current assets	\$	\$	\$
Inventory			
Stock On Hand	5,266	23,637	28,903
Total other current assets	5,266	23,637	28,903
Amounts shown above include GST (where applicable)			

KEY INFORMATION

Inventory

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

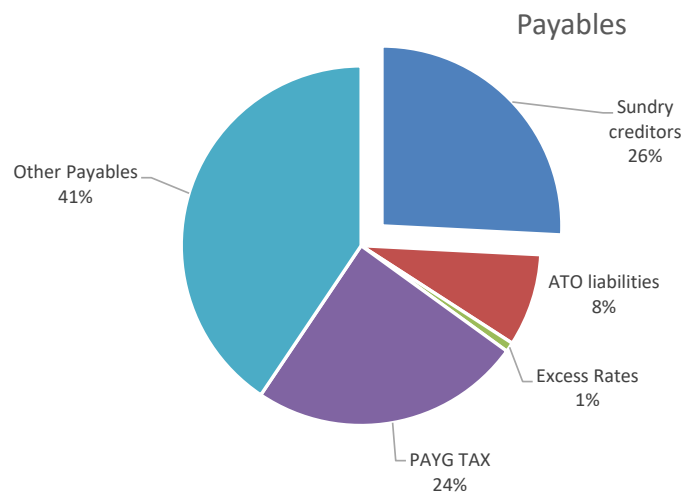
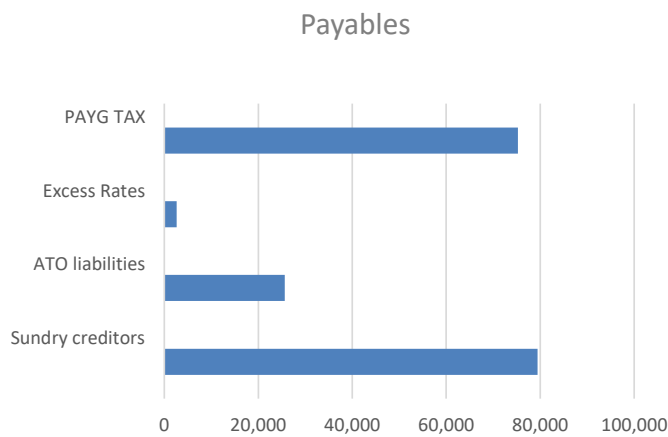
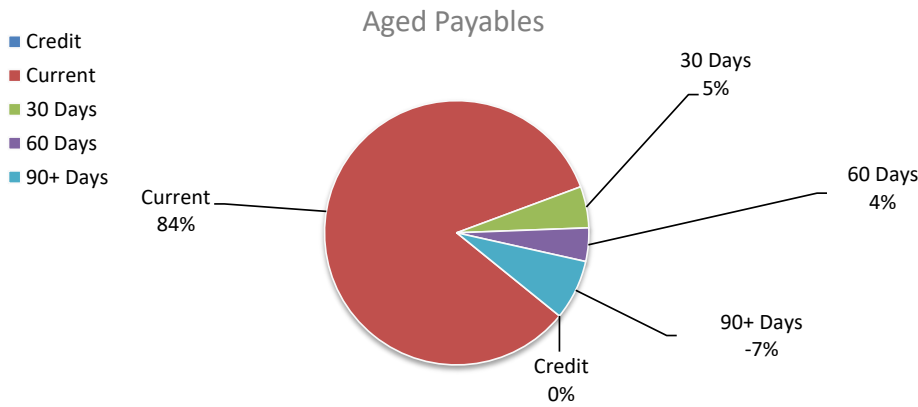
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	370,219	22,446	18,135	(32,529)	378,271
Percentage	0%	97.9%	5.9%	4.8%	-8.6%	
Balance per trial balance						
Sundry creditors	0	71,402	22,446	18,135	(32,529)	79,454
ATO liabilities	0	25,619	0	0	0	25,619
Excess Rates	0	2,625	0	0	0	2,625
PAYG TAX	0	75,274	0	0	0	75,274
Other Payables	0	124,947	0	0	0	124,947
Payroll Creditors	0	128,617	0	0	0	128,617
Accrued Loan Interest	0	7,141	0	0	0	7,141
Total payables general outstanding						378,271

Amounts shown above include GST (where applicable)

KEY INFORMATION

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

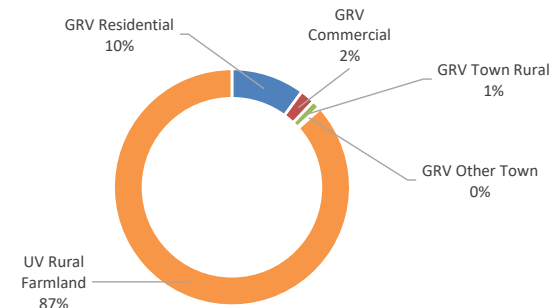
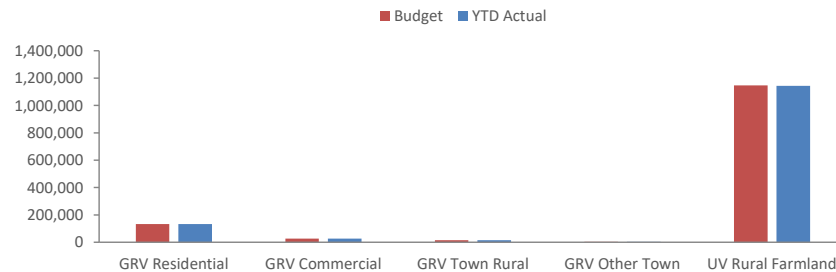


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2023**

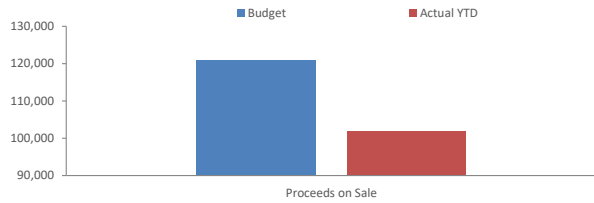
**OPERATING ACTIVITIES
NOTE 6
RATE REVENUE**

General rate revenue	Original Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
GRV Residential	0.10450	131	1,269,347	132,647	0	0	132,647	132,646	0	0	132,646
GRV Commercial	0.10450	15	256,474	26,802	0	0	26,802	26,802	0	0	26,802
GRV Town Rural	0.10450	12	138,892	14,514	0	0	14,514	14,514	0	0	14,514
GRV Other Town	0.10450	8	33,384	3,489	0	0	3,489	3,489	0	0	3,489
Unimproved value											
UV Rural Farmland	0.00676	223	169,617,000	1,146,611	0	0	1,146,611	1,146,611	(3,748)	0	1,142,863
Sub-Total		389	171,315,097	1,324,062	0	0	1,324,063	1,324,062	(3,748)	0	1,320,314
Minimum payment	Minimum \$										
Gross rental value											
GRV Residential	824	48	292,295	39,552	0	0	39,552	39,552	0	0	39,552
GRV Commercial	824	17	65,470	14,008	0	0	14,008	14,008	0	0	14,008
GRV Town Rural	824	16	38,685	13,184	0	0	13,184	13,184	0	0	13,184
GRV Other Town	241	20	7,974	4,820	0	0	4,820	4,820	0	0	4,820
Unimproved value											
UV Rural Farmland	824	64	4,190,300	52,736	0	0	52,736	52,736	0	0	52,736
UV Commercial	824	4	400	3,296	0	0	3,296	3,296	0	0	3,296
UV Town Rural	824	4	109,500	3,296	0	0	3,296	3,296	0	0	3,296
UV Mining	241	15	99,452	3,615	0	0	3,615	3,615	0	0	3,615
Sub-total		188	4,804,076	134,507	0	0	134,507	134,507	0	0	134,507
Amount from general rates							1,458,570	1,458,569	(3,748)	0	1,454,821
Ex-gratia rates							55,644				55,694
Total general rates							1,514,214				1,510,515

KEY INFORMATION



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													
Transport													
*	Single Cab - Light Utility - 1GIL668	650	1,000	350	0	0	0	0	0	0	1,637	0	0
Other property and services													
*	Toyota Hilux SR5 4WD Turbo	36,500	50,000	13,500	0	0	0	0	0	0	52,273	0	0
*	Passenger Vehicle; MCCS	21,730	50,000	28,270	0	0	0	0	0	0	47,954	0	0
**	Dual Cab 4x2; D002; Team Leader	20,000	20,000	0	0	0	0	0	0	0	0	0	0
		78,880	121,000	42,120	0	0	0	0	0	0	101,864	0	0



* Items have been sold.
Items will be disposed via the Asset register in February.

** Item will not be disposed as budgeted

**NOTES TO THE STATEMENT OF BUDGET REVIEW
FOR THE PERIOD ENDED 31 JANUARY 2023**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings	10,000	10,000	9,999	915	(9,084)
Plant and equipment	62,000	62,000	20,000	78,925	58,925
Infrastructure - roads	3,710,766	3,710,766	3,253,000	1,306,361	(1,946,639)
Infrastructure - sewerage	0	0	0	58,567	58,567
Infrastructure - footpaths	122,000	122,000	0	23,693	23,693
Infrastructure - other	95,376	95,376	55,876	50,395	(5,481)
Total Capital Acquisitions	4,000,142	4,000,142	3,338,875	1,518,856	(1,820,019)
Capital Acquisitions Funded By:					
	\$		\$	\$	\$
Capital grants and contributions	3,470,765	3,470,765	1,239,329	1,230,278	(9,051)
Other (disposals & C/Fwd)	121,000	121,000	101,864	101,864	0
Cash backed reserves					
Plant Replacement Reserve	32,000	32,000	0	0	0
Swimming Pool Reserve	40,561	40,561	0	0	0
Recreation Reserve	30,000	30,000	0	0	0
Contribution - operations	305,816	305,816	1,997,682	186,714	(1,810,968)
Capital funding total	4,000,142	4,000,142	3,338,875	1,518,856	(1,820,019)

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.

Account Description	Original Budget	Current Budget	YTD Budget	YTD Actual	Variance Under/(Over)	Comments
Land and Buildings						
BC070 Short Term Accommodation Caretaker's Cottage	0	0	0	0	0	
BC068 Short Term Accommodation - Common Area (Other) - Building (0	0	0	0	0	Completed; expenditure not finalised
BC001B Admin Building - Refurbishment - Building (Capital)	10,000	10,000	9,999	915	9,084	Completed; expenditure not finalised
Total	10,000	10,000	9,999	915	9,084	
Plant & Equipment						
PE201 Cemetery Grave Shoring Box	10,000	10,000	10,000	16,686	(6,686)	Increased cost addressed with Budget review.
PE206 Ride On Mower	0	0	0	10,532	(10,532)	PO from FY 22, addressed with Budget review
PE100 Diesel Fuel Bowser - Shire Depot	10,000	10,000	10,000	0	10,000	Calibration and nozzle repairs completed and mast installed; recommend not to fit L/V fuel pod with management system due to restructure and minimal use of pod; addressed with Budget review
PE105 Dual Cab 4x2 Team Leader	42,000	42,000	0	43,341	(43,341)	
PE704 Hino WaterCart	0	0	0	8,365	(8,365)	Services to fit upgraded pump to P704 Hino Watercart
Total	62,000	62,000	20,000	78,925	(58,925)	
Infrastructure - Roads						
RCR025 Commodity Route - Dowerin - Koorda Road	248,220	248,220	248,220	220,444	27,776	Works completed, expenses not finalised.
LRC006 LRCIP - Nambling Road	90,000	90,000	90,000	62,440	27,560	Completed; expenditure not finalised.
LRC013 LRCIP - Berring East Road	200,000	200,000	200,000	34	199,966	Scheduled for QTR 4
LRC023 LRCIP - Wongan-Koorda Road	242,000	242,000	0	9,784	(9,784)	Scheduled for QTR4; expense to date are for stockpile of gravel
LRC162 LRCIP - Nambling South Road	170,000	170,000	170,000	212,128	(42,128)	Completed, expenditure not finalised
R2R026 Minnivale North East Road (R2R)	72,130	72,130	42,070	55,431	(13,361)	Completed, expenditure not finalised
R2R042 McHugh Road (R2R)	45,000	45,000	45,000	43,110	1,890	Works completed, expenditure not finalised.
R2R056 Quelagetting West Road (R2R)	62,050	62,050	62,050	52,654	9,396	Completed, expenditure not finalised
R2R162 Nambling South Road (R2R)	202,000	202,000	202,000	176,228	25,772	Completed; expenditure not finalised
RRG001 Cunderdin-Minnivale Road (RRG)	195,252	195,252	113,897	87,846	26,051	Works completed, expenses not finalised.
RRG003 Koombekine North Road (RRG)	358,128	358,128	358,126	3,986	354,140	Works scheduled to commence QTR3 Mar; expenses to date is for road signage
BS183 Dowerin-Meckering Road (BS)	104,344	104,344	0	8,440	(8,440)	Budgeted works are for preliminaries; expenses to date are survey costs
WFN182E WSNF Dowerin-Kalannie Road SLK27.28 to SL30.89	1,144,238	1,144,238	1,144,235	315,599	828,636	Works underway.
WFN182F WSNF Dowerin-Kalannie Road SLK12.28 to SLK15.70	577,404	577,404	577,402	58,237	519,165	Works underway.
Total	3,710,766	3,710,766	3,253,000	1,306,361	1,946,639	

Account Description	Original Budget	Current Budget	YTD Budget	YTD Actual	Variance Under/(Over)	
Infrastructure - Parks And Ovals						
PC070 Centenary Park Capital Works	22,000	22,000	0	23,693	(23,693)	Works completed, expenses not finalised.
PC075 Town Site Greening Water Scheme	100,000	100,000	0	0	0	
Total	122,000	122,000	0	23,693	(23,693)	
Infrastructure - Sewerage						
4100390 SEW - Infrastructure Sewerage (Capital)	0	0	0	58,567	(58,567)	Unbudgeted emergency works completed, expenses to be finalised
Total	0	0	0	58,567	(58,567)	
Infrastructure - Other						
OC003 Town Oval Reticulation Upgrade (Inc Dam)	0	0	0	3,020	(3,020)	21/22 project; final payments expended in 22/23
OC017 Dowerin Community Club Infrastructure Improvements	40,000	40,000	40,000	0	40,000	
OC007 Main Street Improvements	10,600	10,600	10,600	0	10,600	Banner Poles
OC010 Tin Dog Walk Stage 2	14,500	14,500	0	9,500	(9,500)	
OC016 Short Stay Accommodation Improvements	5,276	5,276	5,276	324	4,952	Project completed in 21/22, budget to be reviewed at budget review.
OC102 Information Bays	0	0	0	0	0	
OC008 Street Lighting LED Upgrade	25,000	25,000	0	25,106	(25,106)	Works completed, expenses to be finalised
OC043 Swimming Pool - Repair Leaks - Infrastructure Other	0	0	0	12,445	(12,445)	21/22 project; works completed in 22/23
Total	95,376	95,376	55,876	50,395	5,481	
TOTALS	4,000,142	4,000,142	3,338,875	1,518,856	1,820,019	

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

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

Repayments - borrowings

Particulars	Loan No.	1 July 2022	Principal Repayments			Principal Outstanding			Interest Repayments		
			Actual	Original Budget	Current Budget	Actual	Original Budget	Current Budget	Actual	Original Budget	Current Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing											
Government Regional Officer Housing	100	254,839	5,496	11,090	11,090	249,343	243,749	243,749	0	8,618	8,618
Recreation and culture											
Dowerin Community Club	97	75,905	0	0	0	75,905	75,905	75,905	0	0	0
Dowerin Swimming Pool	101	162,815	9,679	19,444	19,444	153,136	143,371	143,371	0	2,500	2,500
DEM Interest Free Swimming Pool Loan	LP000	35,000	0	10,000	10,000	0	25,000	25,000	0	0	0
Transport											
Multi Tyre Roller	103	129,895	10,426	20,895	20,895	119,469	109,000	109,000	0	926	964
Smooth Drum Tyre Roller	104	131,716	9,199	18,437	18,437	122,517	113,279	113,279	0	793	1,137
Economic services											
Short Stay Accommodation	99	615,517	16,921	34,109	34,109	598,596	581,408	581,408	0	19,062	19,062
Total		1,405,687	51,721	113,975	113,975	1,318,966	1,291,712	1,291,712	0	31,899	32,281
Current borrowings		113,975				104,292					
Non-current borrowings		1,291,712				1,214,674					
		1,405,687				1,318,966					

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

DEM Interest Free Loan to be retired on mutual agreement.

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 31 JANUARY 2023

FINANCING ACTIVITIES
NOTE 10
CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Original Budget Transfers In (+)	Current Budget Transfers In (+)	Actual Transfers In (+)	Original Budget Transfers Out (-)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Original Budget Closing Balance	Current Budget Closing Balance	Actual YTD Closing Balance
	\$	\$		\$	\$		\$	\$		\$
Employee Entitlement Reserve	97,883	16,217	16,217	0	0	0	0	114,100	114,100	97,883
Plant Replacement Reserve	487,477	138,617	138,617	0	(32,000)	(32,000)	0	594,094	594,094	487,477
Sewerage Asset Preservation Reserve	912,088	45,336	45,336	0	0	(50,000)	0	957,424	907,424	912,088
Information Technology Reserve	39,651	20,493	20,493	0	0	0	0	60,144	60,144	39,651
Land & Building Reserve	349,816	13,574	13,574	0	0	0	0	363,390	363,390	349,816
Swimming Pool Reserve	40,561	0	0	0	(40,561)	(40,561)	0	0	0	40,561
Recreation Reserve	206,109	53,066	53,066	0	(30,000)	(30,000)	0	229,175	229,175	206,109
Community Housing Reserve	60,005	746	746	0	0	0	0	60,751	60,751	60,005
Economic Reserve	66,971	832	832	0	0	0	0	67,803	67,803	66,971
Bowling Green Reserve	117,245	11,457	11,457	0	0	0	0	128,702	128,702	117,245
Tennis Court Reserve	58,128	6,722	6,722	0	0	0	0	64,850	64,850	58,128
Depot Reserve	20,015	50,249	50,249	0	0	0	0	70,264	70,264	20,015
Waste Reserve	20,015	20,249	20,249	0	0	0	0	40,264	40,264	20,015
Roads and Infrastructure	0	104,680	104,680	0	0	0	0	104,680	104,680	0
	2,475,964	482,238	482,238	0	(102,561)	(152,561)	0	2,855,641	2,805,641	2,475,964

KEY INFORMATION

Other current liabilities	Note	Opening Balance 1 July 2022	Liability Increase	Liability Reduction	Closing Balance 31 January 2023
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements		433,769	0	216,424	650,193
Total unspent grants, contributions and reimbursements		433,769	0	216,424	650,193
Provisions					
Annual leave		135,872	0	0	135,872
Long service leave		66,426	0	0	66,426
Total Provisions		202,298	0	0	202,298
Total other current assets		636,067	0	216,424	852,491
Amounts shown above include GST (where applicable)					

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

OPERATING GRANTS AND CONTRIBUTIONS

Operating grants, subsidies and contributions revenue

Provider	Original Budget Revenue	YTD Budget	Current Budget	Budget Variations	YTD Revenue Actual
	\$	\$	\$	\$	\$
Operating grants and subsidies					
General purpose funding					
GEN PUR - Financial Assistance Grant - General	0	0	0	0	143,512
GEN PUR - Financial Assistance Grant - Roads	0	0	0	0	66,381
Law, order, public safety					
ESL BFB - Operating Grant	34,000	17,001	34,000	0	24,902
Education and welfare					
AGED OTHER - Grant Funding - CHSP	226,260	131,985	226,260	0	93,262
WELFARE - Grants	3,000	1,750	3,000	0	0
AGED OTHER - Grant Funding - HCP	549,721	254,860	549,721	0	161,519
Recreation and culture					
OTH CUL - Grants - Other Culture	12,000	12,000	12,000	0	15,300
Transport					
ROADC - Other Grants - Flood Damage	0	0	0	0	0
ROADM - Direct Road Grant (MRWA)	153,588	153,588	153,588	0	156,892
ROADC - Other Grants - Roads/Streets	248,220	148,220	248,220	0	132,384
Other property and services					
ADMIN - Reimbursements	0	0	0	0	1,736
PWO - Other Reimbursements	0	0	0	0	423
POC - Reimbursements	1,000	581	1,000	0	0
	1,227,789	719,985	1,227,789	0	796,310
Operating contributions and reimbursements					
Governance					
MEMBERS - Contributions & Donations	3,000	1,750	3,000	0	0
General purpose funding					
Education and welfare					
AGED OTHER - Contributions	500	287	500	0	0
AGED OTHER - Reimbursements	0	0	0	0	16,531
Housing					
OTH HOUSE - Rental Reimbursements	0	0	0	0	13,997
Recreation and culture					
REC - Contributions & Donations	8,750	8,434	8,750	0	7,041
REC - Reimbursements - Other Recreation	0	0	0	0	559
LIBRARY - Other Grants	1,200	1,200	1,200	0	5,000
OTH CUL - Contributions & Donations - Other Culture	1,500	1,500	1,500	0	0
Other property and services					
POC - Fuel Tax Credits Grant Scheme	10,000	5,831	10,000	0	0
	24,950	19,002	24,950	0	47,804
TOTALS	1,252,739	738,987	1,252,739	0	844,113

		Non operating grants, subsidies and contributions revenue			
		Original Budget Revenue	Current Budget Revenue	YTD Budget	YTD Revenue Actual
		\$	\$	\$	\$
Non-operating grants and subsidies					
General purpose funding					
	Gen Pur - Grant Funding (No Gst)	764,276	764,276	191,069	158,064
Recreation and culture					
	Rec - Grants	70,000	70,000	0	0
Transport Funding					
RRG	Roadc - Regional Road Group Grants (Mrwa)	368,920	368,920	148,698	181,367
R2R	Roadc - Roads To Recovery Grant	381,180	381,180	152,472	143,757
WSFN	Roadc - Other Grants - Roads/Streets	1,886,389	1,886,389	747,090	747,090
TOTALS		3,470,765	3,470,765	1,239,329	1,230,278

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

**NOTE 14
BUDGET AMENDMENTS**

The following note disclosed the approved amendments to the original budget since budget adoption.

GL Code	Description	Council Resolution	Classification	Original Budget	Current Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget adoption - Budgeted Closing Position					\$	\$	\$
								0
W0029	Sewerage Maintenance	Sept 22 - 0661	Operating Expenditure	34,961	84,961	-	(50,000)	(50,000)
From Reserve	Sewerage Asset Preservation Reserve	Sept 22 - 0661	Financing Activities	-	50,000	50,000	-	0
			TOTALS			<u>50,000</u>	<u>(50,000)</u>	0



SHIRE OF DOWERIN
List of Payments for the Period Ending
31 DECEMBER 2022

Last EFT No: 110465

<u>EFT</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Contra</u>
EFT10466	01/12/2022	Advanced Traffic Management (Cash Flow Finance)	Supply traffic control services Dowerin Koorda Road	\$ 11,529.76	Partially Funded
EFT10467	01/12/2022	A Team Intelligent Print	Print and supply 2 x Litter infringement carbon copy books	\$ 287.10	
EFT10468	01/12/2022	Aaro Group Pty Ltd	CANCELLED - Duplicated payment	\$ -	
EFT10469	01/12/2022	Boekeman Machinery	Attachment for Arial on Ford Ranger D002	\$ 14.37	
EFT10470	01/12/2022	Bear Pantry Cafe	Various Catering	\$ 812.00	
EFT10471	01/12/2022	BriJarCass Security Pty Ltd	Contract Cleaning Services - 19 September to 2 October 2022	\$ 10,957.38	
EFT10472	01/12/2022	Chatfields	Supply fingers and ripper tips for tree planter	\$ 774.40	
EFT10473	01/12/2022	D & D Transport	Collection of sofa bed (Room 5)	\$ 219.66	
EFT10474	01/12/2022	Dowerin Tyre & Exhaust	Supply & fit 8 new drive tyres to water cart (double coin RL81)	\$ 4,130.00	
EFT10475	01/12/2022	Doug Davey	Counslutancy Services - Road Projects Work Scopes Plus Travel	\$ 2,459.12	
EFT10476	01/12/2022	Hersey's Safety Pty Ltd	Riggers equipment	\$ 1,229.62	
EFT10477	01/12/2022	Holberton Earthmoving	Road building services Cunderdin Minnivale Road RRG001 Variation #14	\$ 16,038.00	Partially Funded
EFT10478	01/12/2022	Jason Signmakers	Supply Dowerin Koorda sign as quoted 30893	\$ 229.55	Partially Funded
EFT10479	01/12/2022	State Library Of WA	Inter-Library Loans - Delivery Charges - 1 July to 31 December 2022-2023FY	\$ 173.54	
EFT10480	01/12/2022	Lloyd's Air-conditioning and Refrigeration Services	18 O'Loghlen - Wired controller & labour and Community Club - Fan capacitor	\$ 570.00	
EFT10481	01/12/2022	G & A Lombardi Pty Ltd	Carry out repairs and install pintle hooks to Mitsubishi Truck D003	\$ 6,590.53	
EFT10482	01/12/2022	R Munns Engineering Consulting Services	Services - RM22-G05 for updating of Dowerin Townsite Greening Water Plan and CWSP submission	\$ 1,619.75	
EFT10483	01/12/2022	Office of the Auditor General	Certification Fee of the Roads to Recovery funding year ended 30 June 2022	\$ 1,265.00	
EFT10484	01/12/2022	Fulton Hogan Industries Pty Ltd	Supply, spray and cover aggregate. Mobilisation and Demobilisation included for Dowerin Koorda Rd	\$ 84,900.20	Partially Funded
EFT10485	01/12/2022	5Rivers Plumbing & Gas	Basin replacement - Stewart St Ablutions	\$ 1,703.38	
EFT10486	01/12/2022	Rural Ranger Services	17/11 and 25/11 - Ranger Services 2022/2023	\$ 714.78	
EFT10487	01/12/2022	RSM Australia Pty Ltd	Prep and lodging the FBT Return for the year ended 31 March 2022	\$ 1,650.00	
EFT10488	01/12/2022	Star Track Express Pty Ltd	Late payment charges	\$ 5.64	
EFT10489	01/12/2022	Goomalling Medical Surgery	Workers Comp - telephone consultation 5-15mins	\$ 34.10	
EFT10490	01/12/2022	Amy Spencer	Reimbursement for DOT Training Expenses - Recouped From DOT	\$ 154.38	
EFT10491	01/12/2022	Toll Ipec Pty Ltd	General freight charge - Dowerin to Perth	\$ 35.39	
EFT10492	01/12/2022	PN & JA Turriff	Supply loose gravel Dowerin Koorda Rd	\$ 2,326.10	Partially Funded
EFT10493	01/12/2022	eKitchens Australia	50% Deposit - New cabinets for CRC and U3/18 Memorial	\$ 1,780.50	
EFT10494	01/12/2022	Western Stabilisers	Cement Stabilisation Dowerin Koorda Road	\$ 59,466.00	Partially Funded
EFT10495	01/12/2022	WA Hino Sales & Service Sales & Service	Supply V belts for 300 series Hino as per quote 98317	\$ 87.16	
EFT10496	01/12/2022	Wallis Computer Solutions	Additional Computer SOD-LP17WX64 - CEO Laptop	\$ 959.99	
EFT10497	01/12/2022	LG Assist	Advert for Plant Operator/General Hand	\$ 330.00	
EFT10498	08/12/2022	Wesfarmers Kleenheat Gas	Yearly facility fee	\$ 380.07	

SHIRE OF DOWERIN
List of Payments for the Period Ending
31 DECEMBER 2022

EFT10499	08/12/2022	Advanced Traffic Management (Cash Flow Finance)	Traffic management services Dowerin-Kalannie Road	\$ 4,032.60	Partially Funded
EFT10500	08/12/2022	A-Flo Equipment	Replace fuel nozzle, fit swivel to handle and recalibrate on depot fuel bowser	\$ 2,491.89	
EFT10501	08/12/2022	Avon Service Specialists	Carry out annual inspection of Shire Bus P408	\$ 182.65	
EFT10502	08/12/2022	Boekeman Machinery	30,000km Service - Toyota Prado D0	\$ 1,518.17	
EFT10503	08/12/2022	Courtney's Cleaning	Aged care - domestic assistance and travel	\$ 1,232.78	Fully Funded
EFT10504	08/12/2022	BOC Limited	Container Service - 29.10.2022 to 27.11.2022	\$ 44.20	
EFT10505	08/12/2022	Bear Pantry Cafe	Catering for staff farewell	\$ 120.00	
EFT10506	08/12/2022	Bunnings Group Limited	Various materials for Admin bathroom renovations	\$ 1,321.38	Partially Funded
EFT10507	08/12/2022	Complete Office Supplies	Office supplies	\$ 273.57	
EFT10508	08/12/2022	C&F Building Approvals	Provision of building services 1 July to 31 December 2022	\$ 1,100.00	
EFT10509	08/12/2022	Dowerin Community Resource Centre	State Library Modern Digital Learning and Inclusion Grant 2022	\$ 5,620.00	
EFT10510	08/12/2022	Dowerin & Districts Farmshed	6 x Trays of Petunias for Centenary Park	\$ 6,633.85	
EFT10511	08/12/2022	Dowerin Men's Shed	Amery Refuse Site Operations - Nov 22	\$ 2,250.00	
EFT10512	08/12/2022	Emily Gray Physiotherapy	Aged Care - ongoing treatment	\$ 99.00	Fully Funded
EFT10513	08/12/2022	Galvin Concrete & Sheetmetal PtyLtd	Soakwell Base for 12 Anderson Street	\$ 157.86	
EFT10514	08/12/2022	Holberton Earthmoving	Supply road building services as per tender 2022-01 for the civil component of cement stabilisation on Dowerin Koorda Rd SLK 10.80-11.80 RC025	\$ 53,842.25	Partially Funded
EFT10515	08/12/2022	Lite n' Easy	Aged Care - Easy Meals	\$ 252.44	Fully Funded
EFT10516	08/12/2022	Lite Industries Pty Ltd	Supply and Delivery of Grave Shoring Box	\$ 18,355.04	
EFT10517	08/12/2022	Midland Sand & Soil Supplies	Supply & deliver 40 X limestone blocks as per DTE quote #17	\$ 876.00	
EFT10518	08/12/2022	MJ & RL McCall	Reimbursement for Power Supply for 19 Cottrell Street	\$ 230.65	
EFT10519	08/12/2022	Jamie Newton	Repairs to playground fencing - materials only	\$ 190.00	
EFT10520	08/12/2022	Northam Betta Home Living	BM 007 - Westinghouse Fixed Rangehood Stainless Steel (WRF910SA) - QTY 1	\$ 429.00	
EFT10521	08/12/2022	Petchell Mechanical	Repair tipping issues on D004 Fuso six wheel tipper	\$ 3,495.39	
EFT10522	08/12/2022	Quality Press	DFES Vehicle Identifier Stickers for local farmers and landowners 2022/24	\$ 119.90	
EFT10523	08/12/2022	R B Motors Pty Ltd	Carry out 30,000km service on D008 Ranger	\$ 930.29	
EFT10524	08/12/2022	Resonline Pty Ltd	NOVEMBER 2022 Monthly RoomManager (SSA) Online Fee	\$ 242.00	
EFT10525	08/12/2022	Star Track Express Pty Ltd	Freight - Perth to Dowerin	\$ 162.42	
EFT10526	08/12/2022	Shred-X Pty Ltd	Pickup and Swap 240L Shredding Bin	\$ 98.64	
EFT10527	08/12/2022	Wheatbelt Signs	Supply 5 parking bay signs in reflective green for Admin Office	\$ 308.00	
EFT10528	08/12/2022	Goomalling Pharmacy	Aged Care - supplies	\$ 892.85	Fully Funded
EFT10529	08/12/2022	Wallis Computer Solutions	Computer Leasing	\$ 374.00	
EFT10530	12/12/2022	Wesfarmers Kleenheat Gas	CANCELLED - Duplicated payment	\$ -	
EFT10531	16/12/2022	Avon Concrete	Supply culvert re-sleeveDowerin Kalannie Road	\$ 73,063.10	Partially Funded
EFT10532	16/12/2022	Courtney's Cleaning	Aged care - domestic assistance and travel	\$ 409.40	Fully Funded
EFT10533	16/12/2022	Bunnings Group Limited	Pacific Air 125 - 150mm Flex Range hood Ducting Kit Eave/Wall - QTY 1	\$ 222.72	
EFT10534	16/12/2022	Dowerin Tyre & Exhaust	Supply & fit 4 X new tyres to D07	\$ 1,441.00	
EFT10535	16/12/2022	Universal Workwear	PPE Uniform 3 x Polo 3x Pants 87R 1 X Jumper Large 1 x Soft shell - Large	\$ 1,370.89	
EFT10536	16/12/2022	HBP Services WA	Consulting Services	\$ 1,379.40	
EFT10537	16/12/2022	Holberton Earthmoving	Road building services McHugh Rd	\$ 41,822.00	Partially Funded
EFT10538	16/12/2022	Marsh Advisory	Emergency drills and warden training - Admin staff	\$ 2,365.00	
EFT10539	16/12/2022	Fulton Hogan Industries Pty Ltd	Two coat seal. Mobilisation and Demobilisation included for Dowerin Koorda Rd	\$ 8,873.04	Partially Funded
EFT10540	16/12/2022	Perth Laundry Equipment	Washer and Dryer rental 22/12/22-21/01/23	\$ 419.46	
EFT10541	16/12/2022	Goomalling Medical Surgery	W/Comp Surgery Consult	\$ 83.45	

SHIRE OF DOWERIN
List of Payments for the Period Ending
31 DECEMBER 2022

EFT10542	16/12/2022	Shire of Merredin	Eastern Wheatbelt Advertising for SSA	\$ 470.00	
EFT10543	16/12/2022	Telly's Auto Electrical & Air-Conditioning	Replace faulty headlights on water cart P704	\$ 1,210.22	
EFT10544	16/12/2022	Aaron Wooldridge	Reimbursement of cash for refunding short stay discount errors	\$ 90.00	
EFT10545	16/12/2022	Westrac Equipment	Field service diagnose & repair CAT D299 skid steer	\$ 1,243.74	
EFT10546	20/12/2022	Wilma Maureen Geerdink	Refund of Overpaid Rates (Pensioner Rebate) for 2022/23 Financial Year - Rates, Sewerage and ESL Components	\$ 799.86	
EFT10547	20/12/2022	Aaro Group Pty Ltd	CANCELLED - Duplicated payment	\$ -	
EFT10548	20/12/2022	Boekeman Machinery	CANCELLED - Duplicated payment	\$ -	
EFT10549	20/12/2022	Courtney's Cleaning	CANCELLED - Duplicated payment	\$ -	
EFT10550	20/12/2022	Bullant Security Pty Ltd	CANCELLED - Duplicated payment	\$ -	
EFT10551	20/12/2022	Creative Spaces	CANCELLED - Duplicated payment	\$ -	
EFT10552	20/12/2022	Carroll & Richardson Flagworld	CANCELLED - Duplicated payment	\$ -	
EFT10553	20/12/2022	Elders	CANCELLED - Duplicated payment	\$ -	
EFT10554	20/12/2022	Fielders	CANCELLED - Duplicated payment	\$ -	
EFT10555	20/12/2022	KAOS Electrical	CANCELLED - Duplicated payment	\$ -	
EFT10556	20/12/2022	Lite n' Easy	CANCELLED - Duplicated payment	\$ -	
EFT10557	20/12/2022	New Ground Water Services Pty Ltd	CANCELLED - Duplicated payment	\$ -	
EFT10558	20/12/2022	Northam Betta Home Living	CANCELLED - Duplicated payment	\$ -	
EFT10559	20/12/2022	Pack & Send Midland	CANCELLED - Duplicated payment	\$ -	
EFT10560	20/12/2022	Sally J Design	CANCELLED - Duplicated payment	\$ -	
EFT10561	20/12/2022	Goomalling Medical Surgery	CANCELLED - Duplicated payment	\$ -	
EFT10562	20/12/2022	Telly's Auto Electrical & Air-Conditioning	CANCELLED - Duplicated payment	\$ -	
EFT10563	20/12/2022	Wheatbelt Engineering & Crane Hire	CANCELLED - Duplicated payment	\$ -	
EFT10564	20/12/2022	Holberton Earthmoving	Maintenance grading	\$ 5,032.50	
EFT10565	22/12/2022	Carroll & Richardson Flagworld	Australian National Flag for Admin	\$ 154.00	
EFT10566	22/12/2022	Elders Rural Services Australia	Work boots	\$ 209.00	
EFT10567	22/12/2022	Fielders	Tradework zincalume	\$ 388.08	
EFT10568	22/12/2022	KAOS Electrical	Install banners and decorations on Stewart St	\$ 4,290.00	
EFT10569	22/12/2022	Lite n' Easy	Aged care - home meals	\$ 149.60	Fully Funded
EFT10570	22/12/2022	New Ground Water Services Pty Ltd	Supply only Ebara submersible pump	\$ 17,899.75	
EFT10571	22/12/2022	Northam Betta Home Living	Westinghouse vented clothes dryer	\$ 619.00	
EFT10572	22/12/2022	Pack & Send Midland	Delivery from Midvale - electrical box for Town Hall	\$ 208.69	
EFT10573	22/12/2022	Sally J Design	Design and formatting of Shire Annual Report 21-22	\$ 759.00	
EFT10574	22/12/2022	Goomalling Medical Surgery	W/Comp surgery consultation	\$ 152.35	
EFT10575	22/12/2022	Telly's Auto Electrical & Air-Conditioning	Supply and fit Cel-Fi Go Repeater in Toyota Hilux P028	\$ 1,464.75	
EFT10576	22/12/2022	Wheatbelt Engineering & Crane Hire	Tension springs for Christmas banners	\$ 15.40	
EFT10577	22/12/2022	Aaro Group Pty Ltd	Sewerage pump replacement	\$ 26,298.27	
EFT10578	22/12/2022	Boekeman Machinery	Replace hydraulic hose on Dulevo street sweeper	\$ 1,458.38	
EFT10579	22/12/2022	Courtney's Cleaning	Aged care domestic assistance and travel	\$ 464.28	Fully Funded
EFT10580	22/12/2022	Bullant Security Pty Ltd	3 x master copies	\$ 99.50	
EFT10581	22/12/2022	Creative Spaces	Stage One - design fees for Tin Dog Walk Trail signs	\$ 5,225.00	
				<u>\$521,455.12</u>	

Last chq: 11006

11007	01/12/2022	Water Corporation	Turriff Road Koorda Buntine Standpipe Water Usage and Service Charges - 28/09 to 21/11	\$ 134.25	
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SHIRE OF DOWERIN
List of Payments for the Period Ending
31 DECEMBER 2022

11008	01/12/2022	CANCELLED	MISPRINT	\$ -
11009	13/12/2022	Shire of Dowerin	Petty Cash Recoup - December 2022	\$ 180.90
11010	13/12/2022	Synergy	Energy supplies Sept - Nov	\$ 3,970.39
				\$ 4,285.54

Direct Debits:

	13/12/2022	Shire of Dowerin- Visa card payments	Visa card charges for November 2022	\$ 2,735.09
DD12019.1	05/12/2022	Department Of Transport	12 Month Registration - DOWERIN Community Bus	\$ 436.40
DD12019.2	31/12/2022	Department Of Transport	12 Month Registration - Shire of Dowerin Fleet	\$ 7,576.05
DD12033.1	07/12/2022	Precision Administration Services Pty Ltd	Superannuation - PPE 06/12/2022	\$ 5,627.17
DD12033.3	12/12/2022	Xenex Systems Pty Ltd	VoIP System Nov 2022	\$ 456.94
DD12050.1	13/12/2022	Synergy	Energy supply Sep - Nov 22	\$ 3,970.39
DD12053.1	09/12/2022	Synergy	Electricity accounts	\$ 3,869.49
DD12065.1	13/12/2022	Water Corporation	Water use charge 13/9/22-8/11/2022	\$ 33.56
DD12068.1	16/12/2022	Synergy	Energy supply 21/10/22-17/11/2022	\$ 1,230.70
DD12068.2	16/12/2022	Water Corporation	Service charges 01/11/2022-31/12/2022	\$ 46.08
DD12074.1	19/12/2022	Water Corporation	Water use charge 03/10/2022 -24/11/2022	\$ 16.78
DD12074.2	19/12/2022	Telstra Limited	Service and usage charges to 26 Nov	\$ 591.91
DD12077.1	20/12/2022	Water Corporation	Water use and service charge 01/11/2022-31/12/2022	\$ 1,574.71
DD12079.1	20/12/2022	Water Corporation	Water use charges 07/12/2022 - 01/12/2022 and service charges 01/11/2022 - 31/12/2022	\$ 510.80
DD12087.1	20/12/2022	Puma Energy	Fuel charges November 2022	\$ 968.45
DD12094.1	21/12/2022	Precision Administration Services Pty Ltd	Super - PPE 20/12/2022	\$ 5,219.32
DD12106.1	22/12/2022	Synergy	Bill period 28/10/2022 - 27/11/2022	\$ 610.87
130932	30/12/2022	BF - BANK FEE	BANK FEE	\$ 31.09
130932	30/12/2022	BF - BANK FEE	BANK FEE	\$ 37.24
130932	30/12/2022	BF - BANK FEE	BANK FEE	\$ 50.80
130932	30/12/2022	BF - BANK FEE	BANK FEE	\$ 175.20
				\$ 35,769.04

Payroll:

\$ 39,544.93	07/12/2022
\$ 34,734.92	21/12/2022
\$ 74,279.85	

Superannuation:

\$ 5,627.17	07/12/2022
\$ 5,219.32	21/12/2022
\$ 10,846.49	

Summary

\$ 521,455.12	EFT 10466 - 10581
\$ 4,285.54	Cheque 11007 - 11010
\$ 35,769.04	Direct Debits
\$ 74,279.85	Payroll
\$ 635,789.55	

NOV

SHIRE OF DOWERIN



Date: 9/12/2022
Voucher: 706

Amount in words: Two thousand seven hundred and thirty five dollards and nine cents

\$ 2,735.09

Dr to: NAB VISA

MUNICIPAL FUND
CEO

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

Recommended by the Finance Committee

Table with 5 columns: DATE OF SERVICE, GL, PARTICULARS, GST, AMOUNT. Contains 20 rows of financial data including items like 'Lollies for Community Christmas Festival', 'Corporate Internet - monthly charge', and 'NAB Visa Card Fee CEO'.

\$ 2,735.09

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

R. Trepp (Signature)

CERTIFIED SPECIAL EMERGENCY PAYMENTPRESIDENT

Amecall (Handwritten signature)



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 October 2022 to 29 November 2022
 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 Nov 2022	\$82.05	Lolly Warehouse Landsdale	Lollies for Community Christmas Festival			FEV 015	74564722305
2 Nov 2022	\$775.00	EXETEL PTY LTD NORTH SYDNEY	Corporate Internet - monthly charge			2140220	74564722305
8 Nov 2022	\$155.09	BP RAVENSTHORPE 6114 RAVENSTHORPE	Diesel for CEO vehicle			2140210	07171504772
9 Nov 2022	\$142.00	BP RAVENSTHORPE 6114 RAVENSTHORPE	Diesel for CEO vehicle			2140210	02182889573
10 Nov 2022	\$21.99	ADOBE ACROPRO SUBS ADOBE.LY/ENAU	Adobe Pro DC monthly Software Subs- CEO			2140241	74069882312
14 Nov 2022	\$73.50	KMART MULGRAVE	Crockery/cutlery for SSA	\$10.50	ea room	Bm61-67	74940522315
14 Nov 2022	\$70.70	Bear Pantry Dowerin	LALS Luncheon			2040211	74773882315
14 Nov 2022	\$69.98	HOUSE MELBOURNE	Cutlery for SSA	\$9.99	ea room	Bm61-67	74564452315

Continued next page

333/04/19/M16344/S029248/1058495

Transaction record for: MRS REBECCA LOUISE MCCALL (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
18 Nov 2022	\$21.99	ADOBE ACROPRO SUBS ADOBE.LY/ENAU	Adobe Pro PC monthly Subs-EGO			2140241	74069882320
18 Nov 2022	\$150.00	TELSTRA PREPAID MELBOURNE	Councillor iPad recharge			2040121	74940522320
23 Nov 2022	\$150.00	TELSTRA PREPAID MELBOURNE	Councillor iPad recharge			2040121	74940522325
29 Nov 2022	\$9.00	CARD FEE	NAB Visa Card FEE -CEO			2030211	74557042333
Total for this period	\$1,721.30		Totals			\$1721.30	

Employee declaration

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

Cardholder signature:

Rebecca Louisa McCall R Lipp

Date:

13/12/22

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 October 2022 to 29 November 2022
 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
31 Oct 2022	\$30.00	OFFICEWORKS 0601 E VICTORIA PK	<i>warranty.</i> Phone cover - DCEO			2140208	74363962302
21 Nov 2022	\$900.00	QUEST INNALOO INNALOO	Staff TRELIS training - accommodation			2140209	24324402322
28 Nov 2022	\$35.19	Adobe Sydney	Adobe Pro PC Monthly subs - DCEO			2140241	74773882329
29 Nov 2022	\$39.60	POST DOWERIN LPO DO DOWERIN	Flyer drop for Christmas Festival			FEV015	74813842332
29 Nov 2022	\$9.00	CARD FEE	NAB Visa Card Fee - DCEO			2030211	74557042333
Total for this period	\$1,013.79		Totals			\$1013.79	

Employee declaration

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

Cardholder signature: _____

Date: _____

AJ Wooldrige
Shue can

13.12.22

13/12/22

333/04/19/M/16344/SO29249/058497



SHIRE OF DOWERIN
List of Payments for the Period Ending
31 JANUARY 2023

Last EFT No: 110581

<u>EFT</u>	<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Contra</u>
EFT10582	13/01/2023	Dowerin & Districts Farmshed	Various supplies	\$ 2,663.80	
EFT10583	13/01/2023	Advanced Traffic Management (Cash Flow Finance)	Traffic control Dowerin Kalannie 05/12/2022	\$ 5,654.33	Partially Funded
EFT10584	13/01/2023	Boekeman Machinery	2 x batteries for Minnivale Fire Truck	\$ 494.80	
EFT10585	13/01/2023	Dowerin Tyre & Exhaust	Supply and fit 6 tyres to Grader P0007	\$ 10,941.00	
EFT10586	13/01/2023	Wheatbelt Engineering & Crane Hire	19mm 4.75T rated bow shackle	\$ 28.60	
EFT10587	13/01/2023	Mad Cow Entertainment	Childrens rides for Christmas Festival	\$ 1,850.00	Fully Funded
EFT10588	13/01/2023	Tourism Council WA	2023 Tourism Business - Membership	\$ 319.00	
EFT10589	13/01/2023	Zone 50 Engineering Surveys Pty Ltd	Survey and setout centerline on Koombekine North Rd	\$ 3,687.75	Partially Funded
EFT10590	17/01/2023	Avon Waste	2022-2023 Refuse Collection - Rubbish	\$ 8,388.94	
EFT10591	17/01/2023	Courtney's Cleaning	Domestic assistance	\$ 364.40	Fully Funded
EFT10592	17/01/2023	BOC Limited	Container holdings 28/11/22 - 28/12/22	\$ 45.69	
EFT10593	17/01/2023	BriJarCass Security Pty Ltd	Cleaning services 28/11/2022 - 11/12/2022	\$ 8,562.13	
EFT10594	17/01/2023	Ben Whitsed	Tourism and area promotion	\$ 2,000.00	
EFT10595	17/01/2023	Dowerin Community Resource Centre	2022 Christmas Festival	\$ 200.00	Partially Funded
EFT10596	17/01/2023	Dowerin Community Club	2022 Christmas Function	\$ 738.00	Partially Funded
EFT10597	17/01/2023	Daves Tree Service	Tree trimming instructed by Western Power	\$ 7,392.00	
EFT10598	17/01/2023	Jason Signmakers	4 x WFSN signs for Dowerin Kalannie Rd	\$ 351.17	Partially Funded
EFT10599	17/01/2023	Lite n' Easy	Aged care easy meals	\$ 540.88	Fully Funded
EFT10600	17/01/2023	New Ground Water Services Pty Ltd	Pump station monthly check	\$ 1,743.50	
EFT10601	17/01/2023	Practical Products	Ice machine and filter	\$ 4,312.00	
EFT10602	17/01/2023	5Rivers Plumbing & Gas	Dry hire excavator for cemetary	\$ 440.00	
EFT10603	17/01/2023	RedEarth Creations	Circular sign for CRC Visitor Centre	\$ 1,342.00	
EFT10604	17/01/2023	Rural Ranger Services	Ranger services December 2022	\$ 656.04	
EFT10605	17/01/2023	Resonline Pty Ltd	Room manager December 2022	\$ 242.00	
EFT10606	17/01/2023	Westrac Equipment	100hr service on 299D2 Cat Skid Steer	\$ 7,127.79	
EFT10607	17/01/2023	Goomalling Pharmacy	Domestic assistance - client materials	\$ 1,304.80	Fully Funded

SHIRE OF DOWERIN
List of Payments for the Period Ending
31 JANUARY 2023

EFT10608	19/01/2023 Avon Waste	Weekly service	\$ 2,607.78	
EFT10609	19/01/2023 Wayne Allsopp	Council meetings 2022-2023 x 8 meetings	\$ 1,475.00	
EFT10610	19/01/2023 All Parts WA	Springs for Australia Day banner	\$ 76.80	
EFT10611	19/01/2023 Bunnings Group Limited	Rakes and sprinklers	\$ 161.76	
EFT10612	19/01/2023 BriJarCass Security Pty Ltd	Cleaning Service 03/01/2023 - 08/01/2023	\$ 1,787.50	
EFT10613	19/01/2023 Dowerin Community Club	Christmas Festival	\$ 185.00	Partially Funded
EFT10614	19/01/2023 GSR Laser Tools	Impact tester	\$ 11,275.00	
EFT10615	19/01/2023 LG Hagboom	Council attendance 2022-2023 x 5 meetings	\$ 1,000.00	
EFT10616	19/01/2023 Darrel Peter Hudson	Council meetings 2022-2023 x 6 meetings	\$ 1,275.00	
EFT10617	19/01/2023 Imprint Plastic	Badges for Citizen of the Year	\$ 50.60	
EFT10618	19/01/2023 Joelectrics	Install plugs on sewerage pump station	\$ 830.50	
EFT10619	19/01/2023 Lo-Go Appointments WA	Contracting services - w/e 24/12/2022	\$ 1,278.46	
EFT10620	19/01/2023 Sheree Lowe	Facepaint at Christmas Festival	\$ 340.00	Fully Funded
EFT10621	19/01/2023 JR & NP McMorrان	Council meetings 2022-2023 x 11 meetings	\$ 1,825.00	
EFT10622	19/01/2023 AJ Metcalf	Council meetings 2022-2023 x 6 meetings	\$ 950.00	
EFT10623	19/01/2023 New Ground Water Services Pty Ltd	Claim 6 Dowerin Oval retic	\$ 16,986.27	Partially Funded
EFT10624	19/01/2023 Rural Ranger Services	Ranger services 29/12/22 and 06/01/2023	\$ 310.86	
EFT10625	19/01/2023 Sheridan's	Name badges and position plate	\$ 139.81	
EFT10626	19/01/2023 SEEK Limited	Job Ad for Casual Domestic Assistant	\$ 335.50	
EFT10627	19/01/2023 Jason Sewell	Council meetings 2022-2023 x 9 meetings	\$ 1,550.00	
EFT10628	19/01/2023 Toll Ipec Pty Ltd	Welshpool to Dowerin - Jason Signs	\$ 54.49	
EFT10629	19/01/2023 RI Trepp	Council attendance 2022-2023 x 15 meetings	\$ 6,435.00	
EFT10630	19/01/2023 Goomalling Pharmacy	Epipens for pool	\$ 205.00	
EFT10631	19/01/2023 Beverley Ward	Council attendance 2022-2023 x 11 meetings	\$ 2,762.50	
EFT10632	31/01/2023 eKitchens Australia	Final payment for CRC cabinets	\$ 1,780.50	
			<u>\$ 127,068.95</u>	

Last chq: 11010

\$ -

Direct Debits:

DD12121.1	10/01/2023 Shire of Dowerin- Visa card payments	Visa card charges for December 2022	\$ 1,221.58
DD12139.1	20/01/2023 Water Corporation	Service charge 01/11/22 - 31/12/2022	\$ 48.96

SHIRE OF DOWERIN
List of Payments for the Period Ending
31 JANUARY 2023

DD12139.2	20/01/2023 Precision Administration Services Pty Ltd	Superannuation PP Ending 03/01/2023	\$ 5,378.41
DD12139.3	20/01/2023 Xenex Systems Pty Ltd	VoIP System Dec 2022	\$ 455.02
DD12139.4	20/01/2023 National Australia Bank	Return of incorrect duplicated credit from Silver Chain	\$ 2,728.80
	20/01/2023 Precision Administration Services Pty Ltd	Superannuation PP Ending 18/01/2023	\$ 5,518.55
DD12141.1	24/01/2023 Wesfarmers Kleenheat Gas	Balance of duplicated refund added to January payment - Refer to Paul @ WKG	\$ 1,139.88
DD12146.1	30/01/2023 Tin Dog General Store	July - December accounts	\$ 1,228.47
DD12146.2	31/01/2023 Telstra Limited	Mobile enhanced SMS	\$ 595.60
DD12146.3	30/01/2023 Telstra Limited	Directory charges 30 Jan 2023	\$ 90.35
DD12160.1	24/01/2023 Synergy	Supply 25/11/2022 - 24/12/2022	\$ 1,930.18
130932	31/01/2023 BF - BANK FEE	BANK FEE	\$ 66.90
130932	31/01/2023 BF - BANK FEE	BANK FEE	\$ 58.81
130932	31/01/2023 BF - BANK FEE	BANK FEE	\$ 171.19
			<u>\$ 20,632.70</u>

Payroll:

\$34,636.91 04/01/2023
\$35,823.80 18/01/2023

\$70,460.71

Superannuation:

\$5,378.41 04/01/2023
\$5,518.55 18/01/2023

\$10,896.96

Summary

\$127,068.95 EFT 10582 - 10632
\$0.00 Chqs
\$20,632.70 Direct Debits
\$70,460.71 Payroll

\$218,162.36

SHIRE OF DOWERIN

DEC



Date: 9/01/2023
Voucher: 707

Amount in words: One thousand two hundred twenty one dollars and fifty eight cents

\$ 1,221.58

Dr to. NAB VISA D89

MUNICIPAL FUND

CEO

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

Recommended by the Finance Committee

Amcan 16.1.23

DATE OF SERVICE	GL	PARTICULARS <small>(If progress payment, state total amount of contract and amount of previous payments, if any)</small>	GST	AMOUNT
2/12/2022	2140220	Corporate Internet - monthly charge	\$70.45	\$ 775.00
9/12/2022	FEV001	Australia Day supplies	\$0.54	\$ 5.39
9/12/2022	FEV001	Australia Day supplies	\$8.28	\$ 82.83
12/12/2022	2140241	Adobe Pro DC monthly subs - EGO	\$2.00	\$ 21.99
19/12/2022	2140241	Adobe Pro DC monthly subs - CDO	\$2.00	\$ 21.99
19/12/2022	2040121	iPad recharge for Cr McMorrان		\$ 150.00
19/12/2022	2030116	Stamps for Admin	\$10.00	\$ 110.00
20/12/2022	2140387	Copy of Aust Standards Goods & Services Contract	\$3.31	\$ 36.38
29/11, 2022	2030211	NAB Visa Card Fee CEO		\$ 9.00
29/11/2022	2030211	NAB Visa Card Fee - DEC CEO		\$ 9.00
				\$ 1,221.58

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

CERTIFIED SPECIAL EMERGENCY PAYMENT *R Jepp* PRESIDENT



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: 30 November 2022 to 29 December 2022
 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 Dec 2022	\$775.00	EXETEL PTY LTD NORTH SYDNEY	Corporate Internet monthly charge.			2140220	74564722335
9 Dec 2022	\$5.39	NISBETS AUSTRALIA SMEATON GRANG	Aust Day breakfast supplies			FEV001	74229852342
9 Dec 2022	\$82.83	NISBETS AUSTRALIA SMEATON GRANG	Aust Day breakfast supplies			FEV001	74229852342
12 Dec 2022	\$21.99	ADOBE ACROPRO SUBS ADOBE.LY/ENAU	Monthly Subs - EGO			2140241	74069882342
19 Dec 2022	\$21.99	ADOBE ACROPRO SUBS ADOBE.LY/ENAU	Monthly Subs - CDD			2140241	74069882350
19 Dec 2022	\$150.00	TELSTRA PREPAID MELBOURNE	iPad recharge Cr McMorran			2040121	74940522349
19 Dec 2022	\$110.00	POST DOWERIN LPO DO DOWERIN	Stamps			2030116	74813842350
20 Dec 2022	\$36.38	SAI GLOBAL SYDNEY	Copy of Aus standards Goods & Services contract			2140387	74201332353
29 Dec 2022	\$9.00	CARD FEE	Standard monthly fee			2030211	74557042363
Total for this period	\$1,212.58		Totals				

363/04/19/MO4821/S008075/1016149

Employee declaration

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

Cardholder signature: *Rebecca R Trepp* Date: 16/1/23

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: 30 November 2022 to 29 December 2022
 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
29 Dec 2022	\$9.00	CARD FEE	Standard Fee	2030211			74557042363
Total for this period	\$9.00		Totals				

Employee declaration

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

Cardholder signature: _____

Date: _____

10.1.23

Aaron Wooldrige
 American 16.1.23

Assessment	Property Address	3rd Previous	2nd Previous	Previous	Current	Total	Comments as at 03.02.2023
A380	38 Cottrell Street	20,321.49	2,170.69	8,969.79	1,860.05	33,322.02	Council approved PSSO - recovery in progress
A564	34 Cottrell Street	0.00	202.10	1,826.38	1,895.28	3,923.76	Added to Final Warning list
A529	43 East Street	413.73	1,763.08	1,618.59	1,481.75	5,277.15	Added to Final Warning list
A451	36 Goldfields Road	17,411.41	2,824.31	3,372.77	2,479.92	26,088.41	Aiming for PSSO, further Agenda Item to follow
A532	6 Griffiths Street	0.00	0.00	2,148.32	2,217.78	4,366.10	Added to Final Warning list
A381	2 Meckering Road	0.00	1,509.75	2,513.70	2,496.49	6,519.94	Added to Final Warning list
A503	10 Stacy Street	0.00	1,758.25	2,999.61	1,942.24	6,700.10	Aiming for PSSO, further Agenda Item to follow
A489	16-18 Stewart Street	0.00	0.00	4,781.67	5,174.93	9,956.60	Under payment arrangement, going well and has overpaid arrangement agreement amount as at today
A229	Lot 58 Dowall Street	0.00	0.00	92.15	342.39	434.54	Aiming for PSSO in 22.23
A247	3 Dowall Street	0.00	0.00	283.35	348.79	632.14	Added to Final Warning list
A248	Lot 38 Dowall Street	0.00	0.00	285.43	348.85	634.28	Added to Final Warning list
A249	Lot 40 Dowall Street	0.00	0.00	275.79	348.53	624.32	Added to Final Warning list
A581	24976 Ejanding East Road	0.00	0.00	908.27	961.98	1,870.25	Added to Final Warning list
A224	21 Hewitt Street	0.00	0.00	335.05	350.42	685.47	Aiming for PSSO, further Agenda Item to follow
A277	Lot 1 Ward Street	0.00	0.00	335.05	350.42	685.47	Added to Final Warning list
A1004	95 Jones Street	0.00	0.00	567.48	1,314.80	1,882.28	Added to Final Warning list
A1058	610 Nambling North Road	0.00	387.09	994.68	999.48	2,381.25	Agreed on arrangement, paying well
A1018	148 Rifle Range Road	0.00	0.00	135.51	1,314.14	1,449.65	Added to Final Warning list
		38,146.63	10,615.27	32,443.59	26,228.24	107,433.73	

3 - 6 Dog Ranger Inspection Report

Date of Inspection: 06/01/2023
 Name: XXXXXXXXXX
 Property Address: 3/13 Stacy Street, Dowerin
 Ranger: Irene Ryan
 Date of Application: 1/12/22 Property Area: 0.1012 Hec

No. of Dogs	Dog Name	Breed	Colour	Age	Sex	Rego No.
1	Frankie	Mini Dachshund	Brown	7	M	23012
2	Lillie	Mini Dachshund	Honey	6.5	F	23013
3	Max	Long haired Jack Russell	White & tan	10	M	TBA

FENCING

Suitable

Materials used for fencing: The whole backyard is suitable colour bond fencing the whole way around.
 Height of fencing: 1.8m high.
 Locking devices on gates: The latches are on the outside of each gate, so the dogs can not reach them.

HOUSING

Suitable

Means of housing: All three dogs sleep inside. When outside they have an under-cover patio to protect them from any weather conditions.
 Bedding: The three dogs share a bed inside at night. They have sufficient bedding.
 Water supply: The dogs have a big shell pool outside for water. They also have access to a water bowl inside.

CONDITION OF EXISTING DOGS

Suitable

Details: All three dogs were very friendly and happy towards me and got along well with each other. They are in very good condition.
 Ranger notes: Applicant leaves all three dogs with their bark collars on during the day while they aren't home with the dogs to prevent them from wanting to bark.
 Letters were sent out to thirteen (13) adjoining and adjacent neighbours. The Shire of Dowerin received no objections.

HISTORY:

No previous history.

RECOMMENDATION

Standard Conditions

1. The approval being placed on the condition that the dogs do not prove to be a nuisance (to the satisfaction of Council) to adjoining or adjacent neighbours in terms of barking, aggressive behaviours and/or wandering.
2. The exemption applies only to the three (3) dogs stated on the application. Once any of the dogs are deceased, sold or otherwise disposed of, the exemption for that particular dog ceases to have effect.
3. The exemption will cease to have effect on the date of any conviction for an offence relating to The Dog Act 1976 in respect of any of the dogs, or any person in charge of those dogs.
4. The subject property must be kept clear of all animal excreta using proper disposal methods.
5. Adequate cover and protection are always to be available to the dogs.
6. The dogs are to be adequately confined in accordance with Section 3.1 of the Shire of Dowerin Dogs Local Law.
7. Access to the property is to be given to a Shire Officer for an annual inspection, or more regularly if the Shire so determines. Each inspection will be charged in accordance with the adopted Schedule of Fees and Charges.
8. A self-watering drinking device is to be installed in the house yard so that fresh clean water is always available.

Dog 1 : Frankie



Dog 2 : Lillie



Dog 3 : Max



Inside dog bed



Inside water bowl



Back yard



Outside day bed and shell pool





Dowerin-Wylie Football Club

PO Box 203, Dowerin WA 6461 – dowerinwyliefc@hotmail.com
President: Matt Couper 0428 543 387, Secretary: Tracy Jones 0429 323 014

31st January 2023

Shire of Dowerin
CEO Rebecca McCall
13 Cottrell Street
DOWERIN WA 6461

Dear Rebecca,

RE: AFL Football Goal Replacement

I am writing regarding the replacement of the set of damaged and outdated AFL football goals located on the oval at the Dowerin Recreation Grounds.

As per previous discussions, the DWFC wish to proceed with the funding arrangement of 1/3 contribution from the Shire of Dowerin, Dowerin Events Management and the Dowerin-Wylie Football Club. The quote for \$8,085 is attached. This was the cheapest quote received and is also favourable as they are West Australian based.

I would also request that the level of the reticulation sprinklers please be reviewed and rectified as soon as possible. The agreed depth of less than 20mm deep is an issue with many of the sprinklers with several of them well below 100mm. Whilst we understand that the levels will fluctuate during the growing process, we request they be tended to as soon as possible as they are becoming dangerous for the players during training.

We wish to invite you to our season launch which will be held at the Dowerin Community Club on Friday 10th March. We thank you and your staff for your assistance during the 2022 season and look forward to working together for a fruitful 2023 season. We will advise following our next committee meeting which days we would like to have our trainings this season.

Please find attached a copy of the fixtures for the 2023 season.

Please do not hesitate to contact me should you have any further queries.

Kind regards,
Matthew Couper
(President)
Dowerin-Wylie Football Club



E-MAIL TRANSMISSION

Company Name: Dowerin-Wylie Football Club
Attention: Tracy Jones
Email: dowerinwyliefc@hotmail.com **Phone:** 0429 323014
From: Phil Harris
Date: 14th December 2022 - revised **No. of pages inc. Header:** 2

The information contained in this e-mail message may be confidential information. If you are not the intended recipient, any use, disclosure or copying of this document is unauthorized. If you have received this document in error, please telephone (08) 9258 5552.

Quotation - REF: Tapered AFL Goals

SUPPLY ONLY OF:

Qty	Code #	Description
1	MS - 32	Complete set of 7.5 metre x 80 mm diam. tapered AFL Goals 1 set of goals consists of: (ie both ends of ground) 4 x 7.5 metre x 80mm dia. tapered aluminium AFL Goal posts 4 x 5.0 metre x 80mm dia. tapered aluminium AFL Point Posts 8 x 80mm diam. aluminium ground tubes @ 1000mm L.O.A. with bottom drainage caps 8 x HDPE Ground tube cap covers Price for 1 complete set of MS 32: \$ 5,470.00 plus 10% GST

Qty	Code #	Description
1	MS - 34	Complete set of 9.0 metre x 100 mm diam. tapered AFL Goals 1 set of goals consists of: (ie both ends of ground) 4 x 9.0 metre x 100mm dia. tapered aluminium AFL Goal posts 4 x 6.0 metre x 100mm dia. tapered aluminium AFL Point Posts 8 x 100mm diam. aluminium ground tubes @ 1000mm L.O.A. with bottom drainage caps 8 x HDPE Ground tube cap covers Price for 1 complete set of MS 34: \$ 8,085.00 plus 10% GST

Specifications for above AFL Goal posts:

- Manufactured from **one-piece** T6 6063 high-tensile marine grade aluminium tube AS1664.1
- Spun-tapered for the top section of posts
- UV-Stabilised heavy-duty white powder coat finish done to Australian Standards AS3715-2002
- UV-Stabilised Nylon plug/caps in tops of posts
- Hot dipped galvanised steel spigots fitted with machined HDPE bushes
- Spigot base and ground tube sleeve footing system
- In ground footing (these goals have the ability to remain as permanent or become semi-permanent, if removal is required in the off-season where grounds are utilized for multiple sports codes)
- T6 high-tensile marine grade aluminium ground tubes with drainage cap in end and stainless steel security locking screw below ground level
- Ground tube cap cover plugs (for protection of ground tubes in off season)
- **Engineering certification in accordance with AS1170.2 and AS1170.4**
- **Backed by a 5 year structural warranty against materials and workmanship**
- **Manufactured in Western Australia**

MARINDUST

Terrazzo Holdings Pty Ltd | Since 1980 | A.B.N. 66128582216 | A.C.N. 009061778

42a Pilbara Street, Welshpool WA P PO Box 628 Welshpool DC WA 6986

T (08) 9258 5552 E sales@marindust.com.au W marindust.com.au/flagpoles | marindust.com.au/stainless

2.....

Availability: All goals are EX stock here in WA and manufactured within 7 - 10 days.

Delivery: Freight at customer's expense

Tax: Plus GST being 10% for all goods and services

Terms: Payment 7 days from date of invoice

Quote validity: Valid for 90 days

PHIL HARRIS
14th December 2022

MARINDUST

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Vehicle Quotation

February 9th, 2023

SHIRE OF DOWERIN
13 Cottrell Street
Dowerin Wa 6461

PSP#: 20024
QUOTE#: Q28192*6

Thank you for the opportunity to provide you with the following quotation on a new vehicle and we look forward to your favourable reply.

We are sure that the following detailed specification will meet your operational requirements and I look forward to serving your business needs.

HINO 300S 816 4200 WIDE CREW TIPPER PRO 4.0L Turbo Diesel AT
Model: XZU730R-ZKTSSQ3TP

Vehicle Price	88,729.29
Factory tip pro body 3.8m x 2.0m	Included
Dropsides 430mm high, auto release t/gate	Included
Body lock, safety prop, Barn door type tailgate	Included
2 x Beacons on roof skibar	1,895.00
Towbar Reece multi fit 70/50mm ball	2,100.00
Toolbox under tray LHS	1,250.00
Window tinting 300 crew	550.00
Canvas seat cvrs 300 crew	595.00
Rubber Floor mats 300 crew	590.00
UHF Radio 80 channel c/w antenna	1,100.00
Delivery to Dowerin shire depot	350.00
2.5kg Fire ext in cab	295.00
Reverse Camera to rear	Included
Ext warranty 5years or 250,000kms	Included
Hino Smart Safe safety package	Included
<hr/>	
Sub-Total	97,454.29
DISCOUNT	16,095.20 -
<hr/>	
Sub-Total	81,359.09
Dealer Delivery	Included
GST	8,135.91
<hr/>	
Vehicle Total	89,495.00
Less Settlement	
Trade in:D005:300 SERIES New Hino 300 Series 816 Xlong	31,000.00 -
<hr/>	
Total Amount Payable	58,495.00
<hr/>	

Additional Items for Consideration

OPT- 1st aid kit, safety triangle kit	300.00
OPT- Stoneguard to Windscreen	950.00
OPT- Sunvisor to top of windscreen	1,100.00
OPT- Alloy Genuine Bull bar airbag comp	3,850.00

PLEASE NOTE:

This quote is valid for 30 days.

PLEASE ALSO NOTE:

The Manufacturer's warranty covers the Chassis only. All bodybuilds/ ancillary fitments are provided by third parties on the customer's instructions and are entirely at the customer's risk. The customer may have rights against third parties subject to their warranty provided.

FINANCE & INSURANCE

We have a qualified Business Manager, who has access to daily rates which provides us with the opportunity to secure for you the best possible funding package.

Natasha McColgan is available to discuss the various options and can, if required, design a package to best suit your requirements.

I hope the above quote meets your expectations and look forward to speaking to you soon. Please do not hesitate to contact me should you have any queries.

HINO & THE TOYOTA GROUP:

Under the Hino brand, we represent the Toyota Group in the global market for heavy-duty trucks and buses. We also produce Toyota-badged vehicles on commission, including Toyota's popular sport-utility vehicle, the 4Runner, Dyna trucks, and Toyoace commercial vehicles. We use the Toyota Production System to achieve continuing gains in productivity and in quality throughout our operations. We have adapted that system to our model line to offer our customers the best-possible products at competitive prices. Our operations are growing globally in step with the globalization of the Toyota Group.

PARTS & SERVICE:

We at WA Hino Sales & Service offer you our full Service and Spare Parts facilities, which have a reputation second to none. Our normal trading hours in the Service Centre are 7.30am to 11.30pm Monday through Friday, also Saturday mornings.

Yours sincerely,

Lee Carr
Government and Fleet Sales Con

Brandon McNee
Dealer Principal

Vehicle Quotation

February 14th, 2023

SHIRE OF DOWERIN
13 Cottrell Street
Dowerin Wa 6461

PSP#: 20024
QUOTE#: Q28195*6

Thank you for the opportunity to provide you with the following quotation on a new vehicle and we look forward to your favourable reply.

We are sure that the following detailed specification will meet your operational requirements and I look forward to serving your business needs.

HINO 500S FC 1124 MT LEAF 3850 TIPPER PRO 4.0 - [SHORT]

Model: FC2AG1A-DBAAETP4.0

Vehicle Price	107,346.53
Factory tip pro 4.0m x 2.06m body	Included
Dropsides 430mm high	Included
Body lock, safety prop, rope rails	Included
2 way t/gate hinging from top and both sides	Included
2 x Beacons on roof skibar	1,895.00
Combo Pintle hook & ball	2,100.00
Toolbox under tray RHS	1,250.00
Kevrek 1000 crane LHS front of tip body	11,000.00
Window tint std cab 500	350.00
Canvas seat covers std cab 500	395.00
Rubber floor mats std cab 500	295.00
UHF Radio 80 channel c/w antenna	1,100.00
2.5kg Fire ext in cab	295.00
Delivery to Dowerin shire depot	350.00
Reverse camera to rear	Included
Hino SmartSafe Factory fitted safety package	Included
Hino Connect Business Telematics 12mnths	Included
Ext Warranty 5yrs or 300,000kms	3,154.54

Sub-Total	129,531.07
DISCOUNT	20,831.08 -

Sub-Total	108,699.99
Dealer Delivery	Included
GST	10,870.00

Vehicle Total	119,569.99
Less Settlement	
Trade in:D009:500 SERIES New Hino 500 Series 1022 Medi	32,000.00 -

Total Amount Payable	87,569.99
-----------------------------	-----------

Additional Items for Consideration

OPT- 1st aid kit, safety triangle kit	300.00
OPT- Sunvisor to Windscreen	1,100.00
OPT- Stoneguard to windscreen	950.00
OPT- Alloy Bull bar genuine airbag comp	4,850.00
OPT-2 speed 3 function electric valve c/w heavy duty pendant & 5m cable	3,280.00
	Included

PLEASE NOTE:

This quote is valid for 30 days.

PLEASE ALSO NOTE:

The Manufacturer's warranty covers the Chassis only. All bodybuilds/ ancillary fitments are provided by third parties on the customer's instructions and are entirely at the customer's risk. The customer may have rights against third parties subject to their warranty provided.

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PARTS & SERVICE:

We at WA Hino Sales & Service offer you our full Service and Spare Parts facilities, which have a reputation second to none. Our normal trading hours in the Service Centre are 7.30am to 11.30pm Monday through Friday, also Saturday mornings.

Yours sincerely,

Lee Carr
Government and Fleet Sales Con

Brandon McNee
Dealer Principal

MAJOR MOTORS PTY LTD

ACN 008 996 174 ATF THE MAJOR MOTORS UNIT TRUST ABN 65 730 475 316
Trading As MAJOR MOTORS DL1141 MRB 1908 ARC AU03039



Branch: HEAD OFFICE
789 Abernethy Rd
Forrestfield WA 6058
PH (08) 9365 6333
Fax: (08) 9365 6366

Branch: PORT HEDLAND
1 Quininup Way
Port Hedland WA 6721
Phone: (08) 9172 6900
FAX: (08) 9172 6966

Branch: BIBRA LAKE
2 Selkis Road
Bibra Lake WA 6163
Phone: (08) 9331 9331
FAX: (08) 9331 9339

Branch: MALAGA
65 Crocker Drive
Malaga WA 6090
Phone: (08) 9241 7999
FAX: (08) 9241 7910

Postal: PO Box 163 Belmont WA 6984 Web: www.majormotors.com.au



Customer :

Shire of Dowerin
PO Box 111,
DOWERIN WA 6461

DOB.: Driver Licence:
Email: jpietrocola@dowerin.wa.gov.au

A.B.N. 35 939 977 194

A.C.N.

Mobile:

Fax:

Business: 08 9631 1202

Private:

Quote Details :

Page 1 / 2
Quote / Deal ID: 51512
Customer Order:
Quotation Date: 15/02/2023
Quote Expiry Date: 17/03/2023
Salesperson: Lauren Nicholls

Vehicle :

Rego No: TBA
VIN No: TBA
Vehicle ID: TBA
Odometer:

Rego Expiry:
EngineNo:
Compliance Date: /
Build Date:

Driver :

D.O.B.:
Driver Lic:
Full Name:
Phone:

NEW VEHICLE:

Make	ISUZU TRUCK	
Model	FRRZD-A22 FRR 110-240 TIPPER	\$81,510.00

OPTIONS:

GENUINE ACCESSORIES:

NON GENUINE ACC.:

Factory fitted 4m long steel tipper body with 450mm high dropsides, two way tailgate, rope rails and non slip access steps	Standard Item
Ski bar to cab roof with two LED amber beacons	\$1,880.00
Combination pintle hook and ball tow hitch with 12v 7 pin plug	\$1,850.00
Electric trailer brakes (ADR requirement)	\$770.00
Lockable toolbox under body	\$950.00
Kevrek 1000S crane to LHS front inside tipper body with manual controls, manual stabiliser leg with storage, slew limiter and emergency stop	\$10,450.00
Window tint	\$550.00
Canvas seat covers	\$440.00
Rubber floor mats	\$170.00
80 channel UHF radio with antenna	\$910.00
2.5kg fire extinguisher in cab	\$280.00
Reverse camera	Standard Item
6 year / 300,000km factory warranty	Standard Item
Advanced Driver Assistance System (refer spec sheet)	Standard Item
Delivery to Shire of Dowerin on completion	Inclusive Item

AFTERMARKET ACC.:

DEALER DELIVERY: CARRIED OUT PRE-DELIVERY INSPECTION \$0.00

Vehicle Sub-Total excluding G.S.T.	\$99,760.00
G.S.T. Payable	\$9,976.00
Vehicle Sub Total Inclusive of G.S.T.	\$109,736.00

GST EXCLUSIVE ITEMS:

OTHER INSURANCE:

VEHICLE TOTAL INCLUSIVE OF GST	\$109,736.00
---------------------------------------	---------------------

LESS TRADE(S):

LESS DEPOSIT:

BALANCE PAYABLE ON DELIVERY	\$109,736.00
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Special Conditions:

OPTIONS (ex GST)
Automated Manual Transmission \$3750+

MAJOR MOTORS PTY LTD

ACN 008 996 174 ATF THE MAJOR MOTORS UNIT TRUST ABN 65 730 475 316
Trading As MAJOR MOTORS DL1141 MRB 1908 ARC AU03039

ISUZU
TRUCKS



Branch: HEAD OFFICE
789 Abernethy Rd
Forrestfield WA 6058
PH (08) 9365 6333
Fax: (08) 9365 6366

Branch: PORT HEDLAND
1 Quininup Way
Port Hedland WA 6721
Phone: (08) 9172 6900
FAX: (08) 9172 6966

Branch: BIBRA LAKE
2 Selkis Road
Bibra Lake WA 6163
Phone: (08) 9331 9331
FAX: (08) 9331 9339

Branch: MALAGA
65 Crocker Drive
Malaga WA 6090
Phone: (08) 9241 7999
FAX: (08) 9241 7910

Postal: PO Box 163 Belmont WA 6984 Web: www.majormotors.com.au



Customer :

Shire of Dowerin
PO Box 111,
DOWERIN WA 6461

DOB.: Driver Licence:
Email: jpietrocola@dowerin.wa.gov.au

A.B.N. 35 939 977 194

A.C.N.

Mobile:

Fax:

Business: 08 9631 1202

Private:

QUOTE

Quote Details :

Page 2 / 2
Quote / Deal ID: 51512
Customer Order:
Quotation Date: 15/02/2023
Quote Expiry Date: 17/03/2023
Salesperson: Lauren Nicholls

Vehicle :

Rego No: TBA
VIN No: TBA
Vehicle ID: TBA
Odometer:

Rego Expiry:
EngineNo:
Compliance Date: /
Build Date:

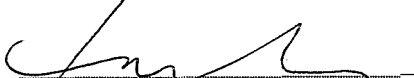
Driver :

D.O.B.:
Driver Lic:
Full Name:
Phone:

CONDITIONS OF QUOTATION:

The Dealer reserves the right to amend pricing should the Manufacturer's or third Parties prices or Government charges change prior to delivery.
Trade-in prices are based on vehicle condition at time of Quotation and the quote is valid until 17/03/2023 only. Trade-in values are inclusive of GST.


Salesperson: Lauren Nicholls


Sales Manager

MAJOR MOTORS PTY LTD

ACN 008 996 174 ATF THE MAJOR MOTORS UNIT TRUST ABN 65 730 475 316
Trading As MAJOR MOTORS DL1141 MRB 1908 ARC AU03039

ISUZU
TRUCKS



Branch: HEAD OFFICE
789 Abernethy Rd
Forrestfield WA 6058
PH (08) 9365 6333
Fax: (08) 9365 6366

Branch: PORT HEDLAND
1 Quininup Way
Port Hedland WA 6721
Phone: (08) 9172 6900
FAX: (08) 9172 6966

Branch: BIBRA LAKE
2 Selwicks Road
Bibra Lake WA 6163
Phone: (08) 9331 9331
FAX: (08) 9331 9339

Branch: MALAGA
65 Crocker Drive
Malaga WA 6090
Phone: (08) 9241 7999
FAX: (08) 9241 7910

Postal: PO Box 163 Belmont WA 6984 Web: www.majormotors.com.au



Customer :

Shire of Dowerin
PO Box 111,
DOWERIN WA 6461

DOB.: Driver Licence:
Email: jpietrocola@dowerin.wa.gov.au

A.B.N. 35 939 977 194
A.C.N.
Mobile:
Fax:
Business: 08 9631 1202
Private:

Quote Details :

Page 1 / 2
Quote / Deal ID: 51510
Customer Order:
Quotation Date: 15/02/2023
Quote Expiry Date: 17/03/2023
Salesperson: Lauren Nicholls

Vehicle :

Rego No: TBA
VIN No: TBA
Vehicle ID: TBA
Odometer:

Rego Expiry:
EngineNo:
Compliance Date: /
Build Date:

Driver :

D.O.B.:
Driver Lic:
Full Name:
Phone:

NEW VEHICLE: Make ISUZU TRUCK
Model NQRBC-D21 NQR 87/80-190 AMT TIPPER \$68,840.00

OPTIONS:

GENUINE ACCESSORIES:

NON GENUINE ACC.: Factory fitted 3.8m long tipper body with 450mm high dropsides, two way tailgate, rope rails and non slip access steps Standard Item
Ski bar to cab roof with two LED amber beacons \$1,880.00
Reece tow hitch with 50mm ball, 70mm ball and 12v 7 pin plug \$2,050.00
Electric trailer brakes (ADR requirement) \$770.00
Lockable toolbox under body \$950.00
Window tint \$550.00
Canvas seat covers \$440.00
Rubber floor mats \$170.00
80 channel UHF radio with antenna \$910.00
2.5kg fire extinguisher in cab \$280.00
Reverse camera Standard Item
6 year / 250,000km factory warranty Standard Item
Advanced Driver Assistance System (refer spec sheet) Standard Item
Delivery to Dowerin on completion Inclusive Item

AFTERMARKET ACC.:

DEALER DELIVERY: CARRIED OUT PRE-DELIVERY INSPECTION \$0.00

Vehicle Sub-Total excluding G.S.T.	\$76,840.00
G.S.T. Payable	\$7,684.00
Vehicle Sub Total Inclusive of G.S.T.	\$84,524.00

GST EXCLUSIVE ITEMS:

OTHER INSURANCE:

VEHICLE TOTAL INCLUSIVE OF GST	\$84,524.00
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LESS TRADE(S):

LESS DEPOSIT:

BALANCE PAYABLE ON DELIVERY	\$84,524.00
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MAJOR MOTORS PTY LTD

ACN 008 996 174 ATF THE MAJOR MOTORS UNIT TRUST ABN 65 730 475 316
Trading As MAJOR MOTORS DL1141 MRB 1908 ARC AU03039

ISUZU
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Malaga WA 6090
Phone: (08) 9241 7999
FAX: (08) 9241 7910

Postal: PO Box 163 Belmont WA 6984 Web: www.majormotors.com.au



Customer :

Shire of Dowerin
PO Box 111,
DOWERIN WA 6461

DOB.: Driver Licence:
Email: jpietrocola@dowerin.wa.gov.au

A.B.N. 35 939 977 194

A.C.N.

Mobile:

Fax:

Business: 08 9631 1202

Private:

QUOTE

Quote Details :

Page 2 / 2
Quote / Deal ID: 51510
Customer Order:
Quotation Date: 15/02/2023
Quote Expiry Date: 17/03/2023
Salesperson: Lauren Nicholls

Vehicle :

Rego No: TBA
VIN No: TBA
Vehicle ID: TBA
Odometer:

Rego Expiry:
EngineNo:
Compliance Date: /
Build Date:

Driver :

D.O.B.:
Driver Lic:
Full Name:
Phone:

CONDITIONS OF QUOTATION:

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Salesperson: Lauren Nicholls


Sales Manager

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Trading As MAJOR MOTORS DL1141 MRB 1908 ARC AU03039

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Private:

QUOTE

Quote Details :

Page 1 / 2
Quote / Deal ID: 51511
Customer Order:
Quotation Date: 15/02/2023
Quote Expiry Date: 17/03/2023
Salesperson: Lauren Nicholls

Vehicle :

Rego No: TBA
VIN No: TBA
Vehicle ID: TBA
Odometer:

Rego Expiry:
EngineNo:
Compliance Date: /
Build Date:

Driver :

D.O.B.:
Driver Lic:
Full Name:
Phone:

NEW VEHICLE:	Make	ISUZU TRUCK	
	Model	NQRCC-C21 NQR 87/80-190 CREW	\$66,620.00

OPTIONS:

GENUINE ACCESSORIES:

NON GENUINE ACC.:	3.5m long tipper body with 450mm high dropsides, two way tailgate, rope rails and non slip access steps	\$22,600.00
	Ski bar to cab roof with two LED amber beacons	\$1,880.00
	Reece tow hitch with 50mm ball, 70mm ball and 12v 7 pin plug	\$2,050.00
	Electric trailer brakes (ADR requirement)	\$770.00
	Lockable toolbox under body	\$950.00
	Window tint	\$550.00
	Canvas seat covers	\$440.00
	Rubber floor mats	\$170.00
	80 channel UHF radio with antenna	\$910.00
	2.5kg fire extinguisher in cab	\$280.00
	Reverse camera	Standard Item
	6 year / 250,000km factory warranty	Standard Item
	Advanced Driver Assistance System (refer spec sheet)	Standard Item
	Delivery to Dowerin on completion	Inclusive Item

AFTERMARKET ACC.:

DEALER DELIVERY:	CARRIED OUT PRE-DELIVERY INSPECTION	\$0.00
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Vehicle Sub-Total excluding G.S.T.	\$97,220.00
G.S.T. Payable	\$9,722.00
Vehicle Sub Total Inclusive of G.S.T.	\$106,942.00

GST EXCLUSIVE ITEMS:

OTHER INSURANCE:

VEHICLE TOTAL INCLUSIVE OF GST	\$106,942.00
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LESS TRADE(S):

LESS DEPOSIT:

BALANCE PAYABLE ON DELIVERY	\$106,942.00
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Special Conditions:

OPTIONS (ex GST)
Automated Manual Transmission \$1550+

MAJOR MOTORS PTY LTD

ACN 008 996 174 ATF THE MAJOR MOTORS UNIT TRUST ABN 65 730 475 316
Trading As MAJOR MOTORS DL1141 MRB 1908 ARC AL03039

ISUZU
TRUCKS



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Quote Details :

Page 2 / 2
Quote / Deal ID: 51511
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Quotation Date: 15/02/2023
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Salesperson: Lauren Nicholls

Vehicle :

Rego No: TBA
VIN No: TBA
Vehicle ID: TBA
Odometer:


Rego Expiry:
EngineNo:
Compliance Date: /
Build Date:

Driver :

D.O.B.:
Driver Lic:
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Salesperson: Lauren Nicholls


Sales Manager

QUOTATION PREPARED FOR THE:



DAIMLER TRUCKS PERTH



PATRICK KENDREW
PHONE: 08 9311 7400
MOBILE: 0429 927 257
EMAIL: pkendrew@vvgtruck.com.au



Mailing Address PO Box 1914 Midland DC WA 6936

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Freightliner is a registered trademark of Freightliner LLC, USA
Fuso is a registered trademark of Mitsubishi Fuso Trucks & Bus Corporation, Japan

4 Ulm Place
Perth Airport WA 6105
Tel +618 9311 7400
www.daimlertrucksperth.com.au
enquiries@daimlertrucksperth.com.au

Ref: 30332

16th February 2023

Russell Holleley
Works Administration Officer
13 Cottrell Street
Dowerin WA 6461

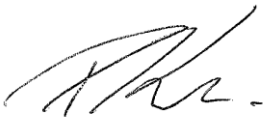
RE: Factory Tippers

Dear Russell,

Please find for your consideration, our quotation along with details to supply our **2023 FUSO CANTER 815 Wide Cab Tipper SWB 6 Sp. Duonic AMT (FEC81CR3SFBC)** Cab/chassis fitted with factory body and ancillary equipment to the **SHIRE OF DOWERIN** requirements.

For any further details that may be required, please refer to the enclosed specification sheet, or contact the undersigned who will gladly assist.

Yours faithfully
DAIMLER TRUCKS PERTH



PATRICK KENDREW
GOVERNMENT/SHIRE SALES CONSULTANT



MIKE ALLEN
NEW FUSO TRUCK SALES MANAGER



| Mailing Address PO Box 1914 Midland DC WA 6936

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Freightliner is a registered trademark of Freightliner LLC. USA
Fuso is a registered trademark of Mitsubishi Fuso Trucks & Bus Corporation, Japan

4 Ulm Place
Perth Airport WA 6105
Tel +618 9311 7400
www.daimlertruckspertth.com.au
enquiries@daimlertruckspertth.com.au

To supply a **Fuso Canter 815 Wide Cab Tipper AMT (FEC81CR3SFBC)**

The following specifications are standard equipment:

AXLE FRONT:	Reverse Elliot "I" beam front axle. Capacity 3100kgs.
AXLE REAR:	Full floating banjo type, ratio 5.714:1. Capacity 6000kgs. <u>LSD Standard</u>
BRAKES:	Hydraulic dual circuit Front and Rear Discs. Exhaust brake. ABS plus EBD (Electronic brake distribution) Transmission mounted park brake.
CAB:	All steel manual tilt Cab, 4 point Hydro elastic mounts. Air Conditioner. Heater / Demister. Side doors reinforced with impact beams, Laminated windscreen with tinted side and rear glass. Driver seat reclining with LH armrest and lumbar support. Intermittent wipers, washers on wiper blades. Dual Airbags & Seat Belt Pre-Tensioners, Electric Windows, Keyless central locking, 12V accessory outlet. External heated convex mirrors, Reverse beeper, 2 x cup holders. Colour Information display for fuel consumption, water temp, DPF bar chart & Tripmeters. <u>Multi Media Package includes:</u> 6.1 LCD colour touch screen unit with Bluetooth, CD/DVD player, Digital Radio, USB & Aux ports, Sat Navigation with 3yr free map upgrades. Reverse camera compatibility (cameras not included).
CHASSIS:	Tapered frame with body subframe. 540 MPa. Wheelbase 2800mm.
CLUTCH:	Dual clutch (wet multi plate) no clutch pedal in automated manual model.
ELECTRICAL:	Voltage 12V negative earth. Alternator 110 amp. 2 x 12 volt 70 Ah / 5hr batteries. Halogen 55W / 60W Headlamps.
ENGINE:	Fuso 4P10-T4 Variable Geometry Turbo Diesel (ADR80/03 Euro 5 & EEV) 4cyl DOHC, Air to Air Intercooled, Bosch Common Rail direct injection Diesel Particulate Filter (DPF) exhaust with in dash DPF display status. Colour dash display DPF Status with 0 – 9 (empty-full) Parked regeneration is possible from 7 – 9 bars. 110 Kw / 150 HP @ 2840-3500 rpm 370Nm torque @ 1300-2840 rpm. Flat torque curve.
FUEL:	Bosch common rail injection system, 100 litre fuel tank with lockable fuel cap.
STEERING:	Integral ball and nut type / tilt adjustable steering column.
SUSPENSION FRONT:	Multi leaf suspension with double acting shock absorbers.
SUSPENSION REAR:	Semi elliptic leaf with double acting shock absorbers.
TIPPER BODY:	2.6m ³ body capacity <u>3400mm x 2080mm inside dimensions</u> with drop sides Automatic opening rear Tailgate. PTO & hydraulics with handle control in cab.
TRANSMISSION:	6 speed overdrive Automated Manual transmission with Auto and Manual modes. Virtually instant gear changes. In dash gear lever with Park Brake Position.
WHEELS & TYRES:	7 x single piece disc rims, 17.5x6.0 wheels with 215/75R17.5 <u>Lug Tyres</u> . 6 stud 208mm PCD.
SERVICING:	30,000kms Service intervals.
GVM / GCM:	GVM 7,500kgs / GCM 11,000kgs

BODY DETAILS:	Body as described , built to your specifications
	NOTE: Please refer to our nominated body builder's quotation attached, for your information as to construction details.
LICENSING:	Daimler Trucks Perth would licence the vehicle on behalf of the Shire as requested. These licensing costs are <u>NOT INCLUDED</u> in our quotation and would be invoiced separately if required.
DELIVERY:	Available chassis arriving April 2023
WARRANTY:	Factory Standard five (5) year or 200,000km (whichever occurs first) warranty to the cab/chassis – Bumper to Bumper
TRAINING:	Full training and induction included.
FUEL ECONOMY	Fuso unable to supply due to many variables effecting fuel consumption.
SERVICING:	30,000km or 12 Month Service Intervals
PAYMENT:	Cash on delivery.
NOTE:	Prices are based on manufacturer's prices at the quotation closing date and are subject to CURRENT RULING PRICES or stock available at the quoted price.
24HR ROADSIDE ASSIST	National roadside assist covers Fuso clients for the life of their vehicle from delivery. (Conditions apply) Daimler Trucks Perth for more details
MAIN WORKSHOP	Daimler Trucks Perth Service Centre operates from 8am to Midnight Monday through Friday and Saturday morning where prior arrangements have been made.

FUSO CANTER 815 Wide Cab Tipper AMT (FEC81CR3SFBC)

PRICE: List Price \$ 78,026.20
Less Fuso Allowance -\$ 12,125.56

2023 Plated Cab Chassis and Tipper Body \$ 65,900.64

BODY AND ACCESSORIES:

- Shinmaywa Factory Tipper Body -2.6m³ body capacity **3400mm x 2080mm inside dimensions** with 370mm high drop sides. Automatic opening rear two-way Tailgate. PTO & hydraulics with handle control in cab. Hydraulic body lock, 60-degree tilt angle
- Reece Towbar Multi - fit- 50/70mm ball , 7 pin trailer plug 12v
- Tow pro electric trailer brakes
- Ski bar fitted to cab with two (2) LED Beacons
- Toolbox under tray fitted LHS
- UHF Radio 80 channel c/w antenna
- 2.5kg Fire Extinguisher in cab
- H/D Canvas Seat Covers
- H/D Rubber Floor Mats
- Window Tint
- Reverse Camera to rear
- Pit Pass and Weighbridge
- Delivery to Shire Depot with Handover
- 5 years factory warranty – 200,000km (whichever occurs first)
- 3 years map updates on sat-nav. 6.1" LCD touchscreen and Bluetooth

Body and Accessories TOTAL \$ 7,478.82

PRICE Sub Total \$ 73,379.46
PLUS 10% GST \$ 7,337.95

Sub Total Including GST \$ 80,717.41

LICENSING: Licence Fees for Truck AT COST

Stamp Duty EXEMPT

CANTER

FUSO

Canter 815 Tipper

4X2 / LSD / MANUAL OR DUONIC DCT



**OUR SAFEST CANTER EVER WITH AEBS, LDWS AND ESP STANDARD
ONLY JAPANESE FACTORY TIPPER WITH A LIMITED SLIP DIFFERENTIAL.**

GVM

7,500_{KG}

GCM

11,000_{KG}

Power/Torque

110_{KW} / 370_{NM}

- Light rigid licence required.
- Can be derated and driven with a passenger car licence.

DAIMLER

FUSO.COM.AU

FUSO

JOB DONE

SPECIFICATIONS

FUSO

CANTER

MODEL

- A 4x2 815 Wide Cab Tipper SWB 6 Sp. Duonic AMT (FEC81CR3SFBC)
- B 4x2 815 Wide Cab Tipper SWB 5 Sp. MAN (FEC81CR4SFBC)

WHEEL BASE

- 2800mm
- 2800mm

GVM (optional)

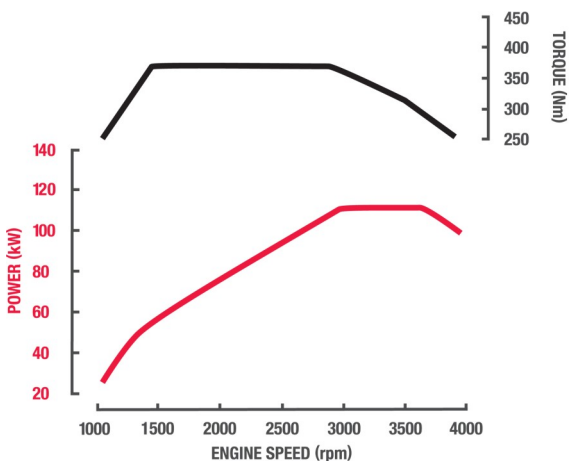
- 7,500kg (4,495kg)
- 7,500kg (4,495kg)

GCM (optional)

- 11,000kg (7,995kg)
- 11,000kg (7,995kg)

Engine

Engine Version	FUSO 4P10-T4 Diesel
Configuration	4 Cyl. In-line DOHC, 4-Valve
Type	Variable Geometry Turbo Charged Air to Air Intercooled
Displacement	3 litre (2998cc)
Bore	95.8mm
Stroke	104mm
Power (DIN)	110kW @ 2840~3500 rpm
Torque (DIN)	370Nm @ 1350~2840 rpm
Maximum Engine Speed	4100 rpm
Compression Ratio	17.5:1
Cooling System / Oil Cooler	Water cooled, 13.7L capacity/ Plate type engine oil cooler
Air Cleaner	Paper Element Type with Restrictor Indicator. Vertical Intake Mounted on Clean Air Side (RH)
Emission Control	Diesel Particulate Filter (DPF) Exhaust Dash Display DPF Status 0~9 (Empty~Full) Parked Regeneration possible from 7~9
Emission Level	ADR 80/03 & EEV rated Enhanced Environmentally-Friendly Vehicle Euro 5



Fuel

Injection System	Bosch Common Rail Direct Injection Bosch Piezo Technology Injectors
Tank Type	Rectangular Steel Tank with Locking Cap
Fuel Capacity *	100 Litres
Filtration	Filter with Water Separator and Indicator Sensor
Notes	*Max Fill to approx 95% of Air Capacity

Cooling

Fan Drive	Thermo modulated continuous control (Viscous)
Radiator	Corrugated Fin with Expansion Tank

Electrical

Voltage	12V Negative Earth
Battery Capacity	2x12V, 70Ah/5hr
Battery Specification	115D31L x2
Headlamp Type	Halogen
Headlamp Capacity	2x55W/60W
Body Builder Harness	Yes*
Notes	*Standard from October 2021 build

Clutch

Clutch Model	A Fully Automated Dual Clutch (no clutch pedal)	B FUSO C4W30
Type	A Dual Clutch (Wet Multi-plate)	B Single Dry Plate, Direct Hydraulic Type

Transmission

Version	A FUSO Duonic M038S6	B FUSO M038S5
Type/Speeds	A 6 Speed Dual Clutch with Auto and Manual Modes	B 5 Speed with In-Dash Gearshift Lever
Features	A Virtually Instant Gear Changes In-Dash Gear Lever with Park Brake Position ECO Mode to Minimise Fuel Usage	B Synchromesh 2nd-5th
Ratios	A 1st: 5.397 2nd: 3.788 3rd: 2.310 4th: 1.474 5th: 1.000 6th: 0.701 Rev. 5.397	B 1st: 5.494 2nd: 3.193 3rd: 1.689 4th: 1.000 5th: 0.723 Rev. 4.494
PTO Opening	LH Side	

Front Axle

Axle Version	FUSO F350T
Type	Reverse Elliot 'I' Beam
Capacity *	3100kg
Notes	*See MAX LOADING for vehicle capacity.

Front Suspension

Type	Multi-Leaf with Double Acting Shock Absorbers
Size	1150x70mm Leaves

Rear Axle

Type	Full Floating Banjo Type with Positive Locking Limited Slip Differential (LSD).
Axle Version	FUSO R035T
Capacity*	6000kg
Ratio	A 5.714:1 B 5.285:1
Notes	*See MAX LOADING for vehicle capacity.

Rear Suspension

Type	Steel Suspension
Details	Semi-Elliptic Leaf with Double Acting Shock Absorbers
Size Main Leaves	1250x70mm
Size Helper Leaves	880x70mm

Max Loading

Front	3100kg
Rear	6000kg
Total	7500kg

Options

Options	H31: 4495/7995kg GVM/GCM Rating
---------	---------------------------------

SPECIFICATIONS



MODEL

- A 4x2 815 Wide Cab Tipper SWB 6 Sp. Duonic AMT (FEC81CR3SFBC)
- B 4x2 815 Wide Cab Tipper SWB 5 Sp. MAN (FEC81CR4SFBC)

WHEEL BASE

- 2800mm
- 2800mm

GVM (optional)

- 7,500kg (4,495kg)
- 7,500kg (4,495kg)

GCM (optional)

- 11,000kg (7,995kg)
- 11,000kg (7,995kg)

Steering

Type	Integral Ball and Nut Type
Steering Column	Tilt/Telescopic Adjustable
Power Assist	Standard

Brakes

Type	Hydraulic Dual Circuit with Front and Rear Discs Twin Calliper Front and Rear
Size Front	252x40mm
Size Rear	252x40mm
Features	ABS plus EBD (Electronic Brake Distribution) Active Emergency Braking System (AEBS) Electronic Stability Program (ESP) Exhaust Brake Brake Priority System Electronic Brake Wear Sensors (From Aug 20 build)
Park Brake	Transmission Mounted

Wheels & Tyres

Wheel Type	7 x Single Piece Disc Rims (Including Spare)
Wheel Size	17.5x6.0-127
Wheel Stud Pattern	6 Stud 222.25 PCD
Tyre Size Front	215/75R17.5 124/123
Tyre Size Rear	215/75R17.5 124/123
	LUG Tyres Fitted (for Extra Traction)
Spare Tyre Carrier	Provided

Chassis

Type	Tapered Frame with Body Sub-frame
Size	212x65x6mm
Tensile Strength	540 MPa

Instruments

Gauges	Speedometer with Odometer Tachometer Fuel Level Water Temperature
Colour Information Display	Fuel Consumption DPF Bar Chart from 1-9 Water Temperature Lane Departure Warning Maintenance Reminder System Tripmeters

Multi-Media Package

Satellite Navigation	Maps with heavy vehicle weight, length, height & hazardous material selectable restrictions with 3 years of Map updates
Colour Display	7 inch LCD with touch screen control
Phone Connectivity	Bluetooth® hands free
Audio Visual Entertainment	Bluetooth® music streaming compatible Digital radio DAB+ (also AM/FM for areas not covered by DAB+) USB & 3.5mm/AUX port
Reversing Camera Compatible	Display can accept up to 5 cameras#
Notes	# Cameras available through spare parts

Standard Features

Airbag(s)	Dual Air Bags and Seat Belt Pre-Tensioners (Driver & Far Side Passenger)	
Active Safety Features	ABS plus Electronic Brake force Distribution (EBD) Advanced Emergency Braking (AEBS) Anti-Slip Regulator (ASR) Electronic Stability Program (ESP) Lane Departure Warning System (LDWS)	
Lane Departure Warning System (LDWS)	Yes	
Cruise Control	A Yes	B No
Hill Start System	Yes	
Cab Cooling & Heating	Air Conditioner / Heater / Demister	
Accessory Power	12V Accessory Power Outlet / Cigar Lighter	
Driving	Fuso Multimedia Unit Keyless Central Locking Electric Windows Cup Holders (2)	
Storage	Dual Overhead Storage Pockets In-Dash Centre Document Storage Door Storage Pockets Dash Storage Tray (1 DIN) Coat Hooks	
Cab: External	Front End-Outline Marker Lamps Door Side Impact Beams	
Chassis	Reverse Warning Buzzer Factory Reverse Camera with Infrared Display and Audible Pickup (Supply only in Cabin with Cab Chassis)	

Cab Features

Type	All Steel Forward Control Manual Tilt
Cab Structure	ECE-R29 European Cab Strength Approved
Mounting	Hydroelastic 4 Point
Additional Engine Access	N/A
Colour	Natural White
Windscreen Wipers	2 Speed + Intermittent Cycle with Integrated Washer Nozzles
Rear Vision Mirrors	1 x Internal 2 x External Convex (ECE 46) - Heated
Seating Capacity	3
Seat Belts	Lap Sash Belts for Outside Seating Positions Lap Belt for Centre Seat Driver Seat Belt Warning (From Aug 20 build)
Seat (driver)	Suspended with Weight Adjustment, LH Arm Rest and Lumbar Support
Seats (passenger)	Flat Folding, 2 Passenger Bench

Service Intervals

Interval*	30,000km or 12 Months (whichever occurs first)
Notes	* based on normal operating conditions and may be reduced when operating under severe conditions.

Warranty

Basic/Powertrain	5 Years or 200,000kms (whichever occurs first)
------------------	--

Performance

Turning Circle (kerb to kerb - metres)	10.4	
Road Speed (km/h) at Max Engine Speed	A 127	B 130
Engine Speed (rpm) at 100km/hr (top gear)	A 2817	B 2687
Gradeability at Rated GVM (theoretical)*	A 31%	B 29%
Notes	*This is theoretical performance only. Actual performance may vary under different conditions	

SPECIFICATIONS

FUSO

CANTER

MODEL

- A 4x2 815 Wide Cab Tipper SWB 6 Sp. Duonic AMT (FEC81CR3SFBC)
- B 4x2 815 Wide Cab Tipper SWB 5 Sp. MAN (FEC81CR4SFBC)

WHEEL BASE

- 2800mm
- 2800mm

GVM (optional)

- 7,500kg (4,495kg)
- 7,500kg (4,495kg)

GCM (optional)

- 11,000kg (7,995kg)
- 11,000kg (7,995kg)

Mass estimated*		
Front*	A 1692kg	B 1682kg
Rear*	1588kg	
Total*	A 3280kg	B 3270kg
Notes	* Mass (est.) includes oil and water but excludes spare wheel, tools & fuel. Weights provided are subject to 3.5% variation (+/-)	

Dimensions mm	
WFF (Width Front Fender) (mm)	1995
WRA (Width Rear Axle) (mm)	2034
Width Frame (mm)	850
A - Length Overall (mm)	5415
C - Front Overhang (mm)	1140
D - Wheelbase (mm)	2800
G - Front Axle to Rear of Cab (mm)	525
P - Height Cab to Ground (mm)	2180
Q - Height Cab to Frame (mm)	1515
Tipper Body Width Outside	2255
Tipper Body Width Inside	2080
Tipper Body Length Inside	3400
Tipper Capacity (cubic metres)	2.6

Built Ready	
Features	<ul style="list-style-type: none"> • Grab Handle and Step • Rope Rails • 2-way Tailgate • Dropdown sides gates • Slotted headboard • Hydraulic body lock • 60 degree tilt angle



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QUOTATION PREPARED FOR THE:



DAIMLER TRUCKS PERTH



PATRICK KENDREW
PHONE: 08 9311 7400
MOBILE: 0429 927 257
EMAIL: pkendrew@vvgtruck.com.au



Mailing Address PO Box 1914 Midland DC WA 6936

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4 Ulm Place
Perth Airport WA 6105
Tel +618 9311 7400
www.daimlertrucksperth.com.au
enquiries@daimlertrucksperth.com.au

Ref: 30333

16th February 2023

Russell Holleley
Works Administration Officer
13 Cottrell Street
Dowerin WA 6461

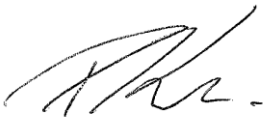
RE: Factory Tipppers

Dear Russell,

Please find for your consideration, our quotation along with details to supply our **2023 FUSO FIGHTER 1124 FUSO (FK62FHY1RFAC- R53)** Cab/chassis fitted with factory body and ancillary equipment to the **SHIRE OF DOWERIN** requirements.

For any further details that may be required, please refer to the enclosed specification sheet, or contact the undersigned who will gladly assist.

Yours faithfully
DAIMLER TRUCKS PERTH



PATRICK KENDREW
GOVERNMENT/SHIRE SALES CONSULTANT



MIKE ALLEN
NEW FUSO TRUCK SALES MANAGER



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4 Ulm Place
Perth Airport WA 6105
Tel +618 9311 7400
www.daimlertruckspertth.com.au
enquiries@daimlertruckspertth.com.au

DETAILS OF MODEL: To supply a **FIGHTER 1124 FUSO FK62FHY1RFAC- MANUAL SWB.**

AXLE FRONT:	Reverse Elliot 'I' beam. ADR24 load rating 5,000 kg.
AXLE REAR:	Mitsubishi R052T/D052H. Capacity 9,500 kg. Ratio 4.444:1.
BRAKES:	Air actuated hydraulic dual circuit with ABS with auto brake adjuster. Rear wheel spring actuated park brake. Exhaust brake. Hill Start assist system.
CAB:	All steel forward control manual tilt 44°. Hydro-elastic suspended 4 point cab mounting. Heated & Electric external mirrors both sides. Rear Quarter glass windows, LHS Transom door window. Fluoro interior reading lamp, Cruise Control, Keyless locking, power windows, Air Conditioner, Heater, Demister, cup holders. Driver's Airbag & Seat Belt pre-tensioners. Driver's ISRI Air Suspension seat. Storage in centre seat console, LH Seat Storage tray, Dash Storage tray. Overhead Storage Pocket with lid, RH door storage pocket. Colour info display for fuel consumption, hour meter & trip LED Ad-blue level, in cab oil level lamp, air pressure gauges <u>Multi Media Package:</u> 6.1 LCD in dash touch screen with Bluetooth hands free. CD/DVDplayer with Digital DAB+ Radio. USB iPod port & Aux satellite Navigation with 3year free maps updates. Three reverse Camera compatible. (Cameras not included).
CHASSIS:	Parallel channel. Tensile strength 540mpa: Width 842mm. Wheelbase 4270mm. Chassis mounted toolbox for toolkit.
CLUTCH:	Single dry plate, air assisted hydraulic.
COOLING:	540mm dia. Ten blade fan Thermo modulated type.
ELECTRICAL:	24V neg. earth. Alternator output: 24V-80amp. Halogen headlamps, 24V Acc power outlet. 2x12v 65Ah / 5hr batteries. Reverse buzzer.
ENGINE:	Mitsubishi FUSO 6M60-9AT1 Diesel (ADR 80/03 - Euro V) 7.5ltr, 6cyl In-line OHC, 4Valve. Turbocharged, intercooler. PCV & Common Rail Fuel System. SCR after treatment system. Power: 177kw (240hp) @ 2500rpm. Torque: 745nm @ 1400rpm.
FUEL:	Rectangle steel Tank 200 litres. 22 litres Ad-Blue tank. Fuel filter water contamination warning lamp.
STEERING:	Integral Power Assisted Ball and Nut, tilt/telescopic adjustable.
SERVICE:	30,000 kms service intervals.
SUSPENSION FRONT:	Parabolic leaf with stabilizer bar with double acting shock absorbers.
SUSPENSION REAR:	Semi-elliptic leaf with stabiliser bar.
TRANSMISSION:	Fuso M070S6-0D. 6speed manual overdrive with air assisted gearshift. Synchronesh 2nd - 6 th .
WHEELS AND TYRES:	Single piece disc 6 stud rims (7 off) 19.5x6.75 with 245/70R19.5 Tyres. Spare tyre carrier.
GVM / GCM:	11,000KG / 20,000KG
WARRANTY:	5 Years / 300,000kms / 4,000 hours

BODY DETAILS: Body as described , built to your specifications

NOTE: Please refer to our nominated body builder's quotation attached, for your information as to construction details.

LICENSING: Daimler Trucks Perth would licence the vehicle on behalf of the Shire as requested. These licensing costs are **NOT INCLUDED** in our quotation and would be invoiced separately if required.

DELIVERY: **To be confirmed on Order – showing available chassis in dealer network.**

WARRANTY: Factory Standard five (5) year or 300,000km (whichever occurs first) warranty to the cab/chassis – Bumper to Bumper

TRAINING: Full training and induction included.

FUEL ECONOMY Fuso unable to supply due to many variables effecting fuel consumption.

SERVICING: 30,000km or 12 Month Service Intervals

PAYMENT: Cash on delivery.

NOTE: Prices are based on manufacturer's prices at the **quotation** closing date and are subject to **CURRENT RULING PRICES** or stock available at the quoted price.

24HR ROADSIDE ASSIST National roadside assist covers Fuso clients for the life of their vehicle from delivery. (Conditions apply) Daimler Trucks Perth for more details

MAIN WORKSHOP Daimler Trucks Perth Service Centre operates from 8am to Midnight Monday through Friday and Saturday morning where prior arrangements have been made.

FUSO FIGHTER 1124 FUSO FK62FHY1RFAC- R53 SWB.

PRICE:	List Price	\$ 118,007.99
	Less Fuso Allowance	-\$ 16,931.06

2023 Plated Cab Chassis and Tipper Body \$ 101,076.93

BODY AND ACCESSORIES:

- Shinmaywa Factory Tipper Body -3.5m³ body capacity **4000mm x 2060mm inside dimensions** with 430mm high drop sides. Automatic opening rear top hinged Tailgate. PTO & hydraulics with handle control in cab , Body lock, 50-degree tilt angle
- Tow Bar Combo Pintle – Hook and Ball , 7 pin trailer plug 24v
- Tow pro electric trailer brakes
- Ski bar fitted to cab with two (2) LED Beacons
- Toolbox under tray fitted RHS
- Kevrek 1000s Crane Manual Controls & stabilizing leg. Installed LHS front tip of body
- UHF Radio 80 channel c/w antenna
- 2.5kg Fire Extinguisher in cab
- H/D Canvas Seat Covers
- H/D Rubber Floor Mats
- Window Tint
- Reverse Camera to rear
- Pit Pass and Weighbridge
- Delivery to Shire Depot with Handover
- 5 years factory warranty – 300,000km (whichever occurs first)
- 3 years map updates on sat-nav. 6.1” LCD touchscreen and Bluetooth

Body and Accessories TOTAL \$ 19,392.40

PRICE	Sub Total	\$ <u>120,469.33</u>
	PLUS 10% GST	\$ 12,046.93
	Sub Total Including GST	\$ <u>132,516.26</u>

LICENSING:	Licence Fees for Truck	AT COST
	Stamp Duty	EXEMPT

FIGHTER

FUSO

Fighter Factory Tipper

4x2 / MANUAL / STEEL SUSP



**3.5 CUBIC METER CAPACITY AND LSD
CLASS LEADING 30,000 KM SERVICE INTERVALS**

GVM

11,000_{KG}

GCM

20,000_{KG}

Power/Torque

177_{KW} / 745_{NM}

- Medium rigid licence required

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SPECIFICATIONS



FIGHTER

MODEL

4x2 1124 Factory Tipper SWB 6 Sp. MAN (FK62FHY1RFAC-R53)

WHEEL BASE

4270mm

GVM (optional)

11,000kg

GCM (optional)

20,000kg

Engine	
Engine Version	FUSO 6M60-9AT1 Diesel
Configuration	6 Cyl. In-line OHC, 4-Valve
Type	Variable Geometry Turbo Charged Air to Air Intercooler
Displacement	7.5 litre (7545cc)
Bore	118mm
Stroke	115mm
Power (ECE R85-00)	177kW @ 2500 rpm
Torque (ECE R85-00)	745Nm @ 1400 rpm
Maximum Engine Speed	2900 rpm
Compression Ratio	16.0:1
Cooling System / Oil Cooler	Water cooled, 23.0L capacity/ Plate type engine oil cooler
Air Cleaner	Paper Element Type with Restrictor Indicator. Vertical Intake Mounted on Clean Air Side (RH)
Emission Control	Selective Catalytic Reduction (SCR) after-treatment system (BlueTec), Positive Crankcase Ventilation (PCV)
Emission Level	ADR 80/03 - Euro 5

Transmission	
Version	FUSO Manual M070S6-OD
Type/Speeds	6 with Air Assisted Gearshift
Features	Synchromesh 2nd-6th
Ratios	1st: 6.807 2nd: 4.172 3rd: 2.396 4th: 1.504 5th: 1.000 6th: 0.774 Rev. 6.807
PTO Opening	LH Side

Propeller Shaft	
Type	P10
Universal Joint	Needle Roller

Front Axle	
Axle Version	FUSO F500T
Type	Reverse Elliot 'I' Beam
Capacity *	5000kg
Notes	*See MAX LOADING for vehicle capacity.

Front Suspension	
Type	Parabolic Leaf with Stabiliser Bar and Double Acting Shock Absorbers
Size	1300x70mm Leaves

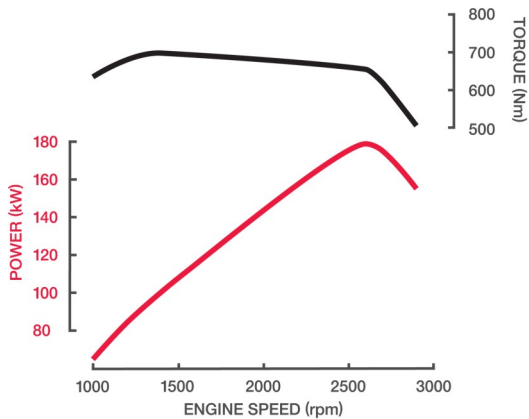
Rear Axle	
Type	Full Floating Hypoid Type Positive Locking Limited Slip Differential (LSD).
Axle Version	FUSO R052T/D052H
Capacity*	9500kg
Ratio	4.625:1
Notes	*See MAX LOADING for vehicle capacity.

Rear Suspension	
Type	Steel Suspension
Details	Semi-Elliptic Leaf with Stabiliser Bar
Size Main Leaves	1300x70mm
Size Helper Leaves	900x70mm

Max Loading	
Front	4480kg
Rear	8480kg
Total	11000kg

Steering	
Type	Integral Power Assisted Ball and Nut
Steering Column	Tilt/Telescopic Adjustable with Lock
Ratio	17.1~20.0:1

Brakes	
Type	Full Air, Dual Circuit with FUSO Taper Rollers, ABS plus ASR (Anti Slip Regulator)
Size Front	370x150mm
Size Rear	370x150mm
Park Brake	Rear Wheel Spring Actuated
Auxiliary	Exhaust Brake
Compressor	Water Cooled, 340cc Single Cyl.
Air Dryer Model	DU5



Fuel	
Injection System	DENSO Common Rail System Electronically Controlled Direct Injection
Tank Type	Rectangular Steel Tank with Locking Cap
Fuel Capacity *	200 Litres
AdBlue Exhaust Fluid Capacity	22 Litres
Notes	*Max Fill to approx 95% of Air Capacity

Cooling	
Fan Drive	Thermo modulated continuous control (Viscous)
Radiator	Corrugated Fin with Expansion Tank

Electrical	
Voltage	24V Negative Earth
Battery Capacity	2x12V, 100Ah/20hr
Headlamp Type	Halogen
Headlamp Capacity	Low Beam 2x70W High Beam 2x75W

Clutch	
Clutch Model	FUSO C7M38
Type	Single Dry Plate
Operation/Specification	Air Assisted Hydraulic

SPECIFICATIONS



MODEL

4x2 1124 Factory Tipper SWB 6 Sp. MAN (FK62FHY1RFAC-R53)

WHEEL BASE

4270mm

GVM (optional)

11,000kg

GCM (optional)

20,000kg

Wheels & Tyres

Wheel Type	8, Single Piece Steel Disc (Including Spare)
Wheel Size	19.5x6.75DC-147-12t
Wheel Stud Pattern	8x275mm PCD
Tyre Size All	245/70R19.5 136/134
Spare Tyre Carrier	Provided

Chassis

Type	Parallel Channel
Size	228x80x7.0mm
Width	842mm
Tensile Strength	540Mpa

Instruments

Gauges	Speedometer with Odometer Tachometer Air Pressure (2) Fuel Level Water Temperature
Colour Information Display	Fuel Consumption Service Indicators Hour Meter and Tripmeter
Warning Lamps	ABS Turn Signal High Beam Exhaust Brake Hill Start Assist Oil Level Ad Blue Low Fuel Low Park Brake Alternator Oil Filter Blockage Engine Control / Cruise Control (ECU) Air Filter Restriction Fuel Filter Water Contamination Door Opening
Warning Lamp/Buzzer	Air Pressure Oil Pressure Engine Overheat / Low Coolant Level

Multi-Media Package

Satellite Navigation	Maps with heavy vehicle weight, length, height & hazardous material selectable restrictions with 3 years of Map updates
Colour Display	6.1 inch LCD with touch screen control
Phone Connectivity	Bluetooth® hands free
Audio Visual Entertainment	CD/DVD player and Digital radio DAB+ (also AM/FM for areas not covered by DAB+)
Reversing Camera Compatible	Display can accept up to 3 cameras#
Notes	# Cameras available through spare parts

Standard Features

Airbag(s)	Driver's Air Bag and Seat Belt Pre-tensioners
Hill Start System	Yes
Cab Cooling & Heating	Air Conditioner / Heater / Demister
Accessory Power	24V Accessory Power Outlet / Cigar Lighter
Driving	Keyless Central Locking Electric Windows Cruise Control LH Transom Window Fuso Multimedia Unit Cup Holders (4) Rear Quarter Glass Fluorescent Cabin Lamp and Interior Reading Lamps Engine Idle Speed Control
Storage	Centre Seat Storage Console Rear Bunk Storage Pocket Dash Storage Tray 2 DIN Glove Compartment 1 Single & 1 Double DIN Slot for Accessories Overhead Storage Pocket with Lid RH Door Storage Pocket
Cab: External	Roof Mounting Points (max. static load 70kg) Front End-Outline Marker Lamps
Chassis	Chassis Mounted Tool Box Reverse Warning Buzzer

Cab Features

Type	All Steel Forward Control Manual Tilt 44 deg.
Mounting	Hydroelastic Susp. 4 Point
Colour	Natural White
Interior	Fully Trimmed
Windscreen	Laminated Tinted
Windscreen Wipers	2 Speed + Intermittent Cycle with Integrated Washer Nozzles
Door	90 degree Opening Angle
Rear Vision Mirrors	Remote / Heated with Convex Spotter (Both sides)
Seating Capacity	3
Seat Belts	2 ELR Lap Sash, 1 Lap Driver pre-tensioner
Seat (driver)	ISRI Air Suspension with Height, Tilt and Dampening Adjustment Integral Headrest and Fabric Trim
Seats (passenger)	Centre: Low Back with Fabric Trim Forward Folding Far Passenger: Fixed Base with Reclining Seat Back, Integral Headrest and Fabric Trim

Service Intervals

Interval*	30,000km or 12 Months (whichever occurs first)
Notes	* based on normal operating conditions and may be reduced when operating under severe conditions.

Warranty

Basic/Powertrain	5 Years or 300,000kms (whichever occurs first)
Body	5 Years or 300,000kms (whichever occurs first)

Performance

Turning Circle (kerb to kerb - metres)	13.8
Road Speed (km/h) at Max Engine Speed	124
Engine Speed (rpm) at 100km/hr (top gear)	2265
Gradeability at Rated GVM (theoretical)*	51%
Gradeability at Rated GCM (theoretical)*	25%
Notes	*This is theoretical performance only. Actual performance may vary under different conditions

SPECIFICATIONS



FIGHTER

MODEL

4x2 1124 Factory Tipper SWB 6 Sp. MAN (FK62FHY1RFAC-R53)

WHEEL BASE

4270mm

GVM (optional)

11,000kg

GCM (optional)

20,000kg

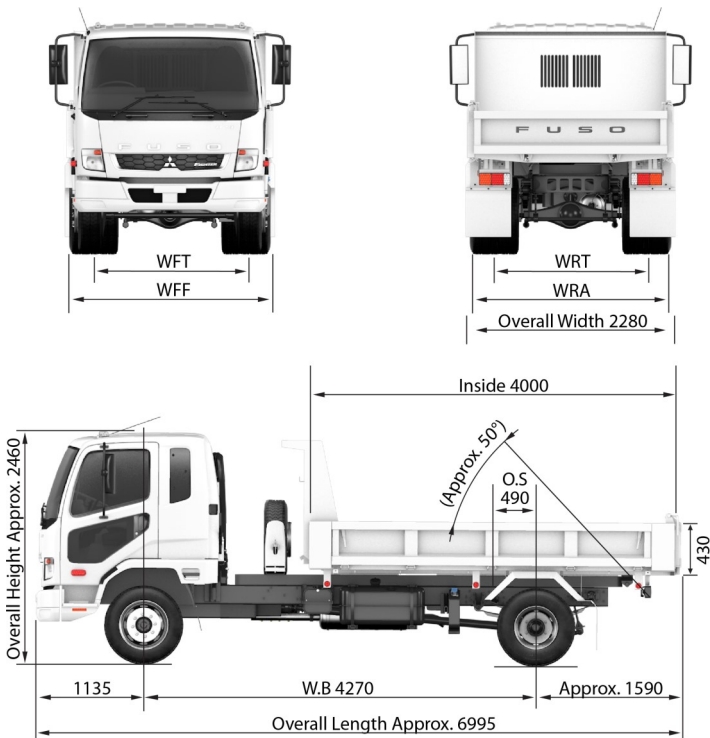
Mass estimated*

Front*	2685kg
Rear*	2480kg
Total*	5165kg
Notes	* Mass (est.) includes weight of oil, fuel, coolant, spare tire carrier & bracket, spare tire & disc wheel and standard tool set. Weights provided are subject to 3.5% variation (+/-)

Dimensions mm

WFF (Width Front Fender) (mm)	2170
WRA (Width Rear Axle) (mm)	2255
WFT (Width Front Track) (mm)	1780
WRT (Width Rear Track) (mm)	1710
Width Frame (mm)	842
Tipper Body Width Outside	2280
Tipper Body Width Inside	2060
Tipper Body Length Inside	4000
Tipper Capacity (cubic metres)	3.5

Body Builder's Notes



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SHIRE OF DOWERIN**BUDGET REVIEW REPORT****FOR THE PERIOD ENDED 31 JANUARY 2023**

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

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SHIRE OF DOWERIN
STATEMENT OF BUDGET REVIEW
(NATURE OR TYPE)
FOR THE PERIOD ENDED 31 JANUARY 2023

	Note	Budget v Actual		Predicted		
		Adopted Budget (a)	YTD Actual (b)	Variance Permanent (c)	Year End (a)+(c)+(d)	
		\$	\$	\$	\$	
OPERATING ACTIVITIES						
Net current assets at start of financial year surplus/(deficit)		1,251,657	1,013,934	(237,723)	1,013,934	▼
Revenue from operating activities (excluding rates)						
Operating grants, subsidies and contributions	4.1.2	1,252,739	844,113	268,285	1,521,024	▲
Fees and charges	4.1.1	669,810	558,246	76,840	746,650	▲
Interest earnings	4.1.4	47,000	27,693	0	47,000	
Other revenue	4.1.5	84,500	53,227	(500)	84,000	▼
Profit on asset disposals	4.1.6	42,120	0	35,000	77,120	▲
		2,096,169	1,483,279	379,625	2,475,794	
Expenditure from operating activities						
Employee costs	4.2.1	(1,796,711)	(941,343)	295,185	(1,501,526)	▼
Materials and contracts	4.2.2	(1,651,443)	(986,413)	(107,238)	(1,758,681)	▲
Utility charges	4.2.3	(179,674)	(86,683)	(2,684)	(182,358)	▲
Depreciation on non-current assets	4.2.4	(2,135,767)	(1,508,647)	0	(2,135,767)	
Interest expenses	4.2.5	(32,281)	(1,293)	0	(32,281)	
Insurance expenses	4.2.6	(164,857)	(98,122)	0	(164,857)	
Other expenditure	4.2.7	(107,925)	(42,390)	1,948	(105,977)	▼
		(6,068,658)	(3,664,891)	187,211	(5,881,447)	
Non-cash amounts excluded from operating activities	4.5.3	2,108,647	1,549,741	(35,000)	2,073,647	▼
Amount attributable to operating activities		(612,185)	382,063	294,113	(318,072)	
INVESTING ACTIVITIES						
Non-operating grants, subsidies and contributions	4.3.1	3,470,765	1,230,278	379,494	3,850,259	▲
Buildings	4.4.2	(10,000)	(915)	0	(10,000)	
Purchase plant and equipment	4.4.3	(62,000)	(78,925)	(218,059)	(280,059)	▲
Purchase and construction of infrastructure-roads	4.4.5	(3,710,766)	(1,306,361)	(345,124)	(4,055,890)	▲
Infrastructure - sewerage	4.4.4	0	(58,567)	(50,000)	(50,000)	
Infrastructure -Parks And Ovals	4.4.6	(122,000)	(23,693)	(18,085)	(140,085)	▲
Infrastructure - other	4.4.7	(95,376)	(50,395)	(2,200)	(97,576)	
Proceeds from disposal of assets	4.3.2	121,000	101,864	88,500	209,500	▼
		(408,377)	(186,714)	(165,474)	(573,851)	
FINANCING ACTIVITIES						
Repayment of debentures		(113,975)	(51,721)	0	(113,975)	
Transfers to cash backed reserves (restricted assets)	4.5.10	(482,238)	0	(178,639)	(660,877)	▲
Transfers from cash backed reserves (restricted assets)	4.5.11	102,561	0	50,000	152,561	▲
Amount attributable to financing activities		(493,652)	(51,721)	(128,639)	(622,291)	
Budget deficiency before general rates	4.5.1	(1,514,214)	143,628	0	(1,514,214)	
Estimated amount to be raised from general rates		1,514,214	1,510,515	0	1,514,214	
Closing funding surplus(deficit)	3 (c)	0	1,654,143	0	0	▲

SHIRE OF DOWERIN
STATEMENT OF BUDGET REVIEW
(STATUTORY REPORTING PROGRAM)
FOR THE PERIOD ENDED 31 JANUARY 2023

	Note	Budget v Actual		Predicted		Material Variance
		Adopted Annual Budget (a)	YTD Actual (b)	Variance Permanent (c)	Year End (a)+(c)+(d)	
		\$	\$	\$	\$	
OPERATING ACTIVITIES						
Net current assets at start of financial year surplus/(deficit)		1,251,657	1,013,934	(237,723)	1,013,934	▼
Revenue from operating activities (excluding rates)						
Governance		3,000	4,000	4,000	7,000	▲
General purpose funding		81,800	239,842	419,785	501,585	▲
Law, order, public safety		37,356	27,392	0	37,356	
Health		3,300	2,497	(800)	2,500	▼
Education and welfare		797,481	275,588	(174,900)	622,581	▼
Housing		131,081	84,091	22,000	153,081	▲
Community amenities		270,973	270,117	500	271,473	▲
Recreation and culture		47,650	50,663	900	48,550	▲
Transport		419,658	299,128	0	419,658	
Economic services		213,100	134,208	11,640	224,740	▲
Other property and services		90,770	95,753	96,500	187,270	▲
		2,096,169	1,483,279	379,625	2,475,794	
Expenditure from operating activities						
Governance		(594,780)	(300,963)	56,558	(538,222)	▼
General purpose funding		(207,328)	(78,494)	26,646	(180,682)	▼
Law, order, public safety		(151,556)	(75,497)	(5,497)	(157,053)	▲
Health		(60,504)	(36,840)	(208)	(60,712)	▲
Education and welfare		(585,233)	(243,987)	32,209	(553,024)	▼
Housing		(307,140)	(135,869)	4,741	(302,399)	▼
Community amenities		(394,647)	(336,218)	(25,934)	(420,581)	▲
Recreation and culture		(983,900)	(667,669)	(22,528)	(1,006,428)	▲
Transport		(2,174,714)	(1,135,439)	186,968	(1,987,746)	▼
Economic services		(536,244)	(258,997)	44,653	(491,591)	▼
Other property and services		(72,612)	(394,918)	(110,397)	(183,009)	▲
		(6,068,658)	(3,664,891)	187,211	(5,881,447)	
Non-cash amounts excluded from operating activities	4.5.3	2,108,647	1,549,741	(35,000)	2,073,647	▲
Amount attributable to operating activities		(612,185)	382,063	294,113	(318,072)	
INVESTING ACTIVITIES						
Non-operating grants, subsidies and contributions	4.3.1	3,470,765	1,230,278	379,494	3,850,259	▼
Buildings	4.4.2	(10,000)	(915)	0	(10,000)	
Purchase plant and equipment	4.4.3	(62,000)	(78,925)	(218,059)	(280,059)	▲
Purchase and construction of infrastructure-roads	4.4.5	(3,710,766)	(1,306,361)	(345,124)	(4,055,890)	▲
Infrastructure - sewerage	4.4.4	0	(58,567)	(50,000)	(50,000)	▲
Infrastructure -Parks And Ovals	4.4.6	(122,000)	(23,693)	(18,085)	(140,085)	▲
Infrastructure - other	4.4.7	(95,376)	(50,395)	(2,200)	(97,576)	▲
Proceeds from disposal of assets	4.3.2	121,000	101,864	88,500	209,500	▼
		(408,377)	(186,714)	(165,474)	(573,851)	
FINANCING ACTIVITIES						
Repayment of borrowings		(113,975)	(51,721)	0	(113,975)	
Transfers to cash backed reserves (restricted assets)	4.5.10	(482,238)	0	(178,639)	(660,877)	▲
Transfers from cash backed reserves (restricted assets)	4.5.11	102,561	0	50,000	152,561	▼
Amount attributable to financing activities		(493,652)	(51,721)	(128,639)	(622,291)	
Budget deficiency before general rates		(1,514,214)	143,628	0	(1,514,214)	
Estimated amount to be raised from general rates		1,514,214	1,510,515	0	1,514,214	
Closing Funding Surplus(Deficit)	3 (c)	0	1,654,143	0	0	▲

1. BASIS OF PREPARATION

The budget review 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 Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from *AASB 16* which would have required the Shire of Dowerin to measure any vested improvements at zero cost.

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

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire of Dowerin controls resources to carry on its functions have been included in the financial statements forming part of this budget review.

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.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a budget review 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.

ROUNDING OFF FIGURES

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

2022-23 ACTUAL BALANCES

Balances shown in this budget review report as YTD Actual are as forecast at the time of budget review preparation and are subject to final adjustments.

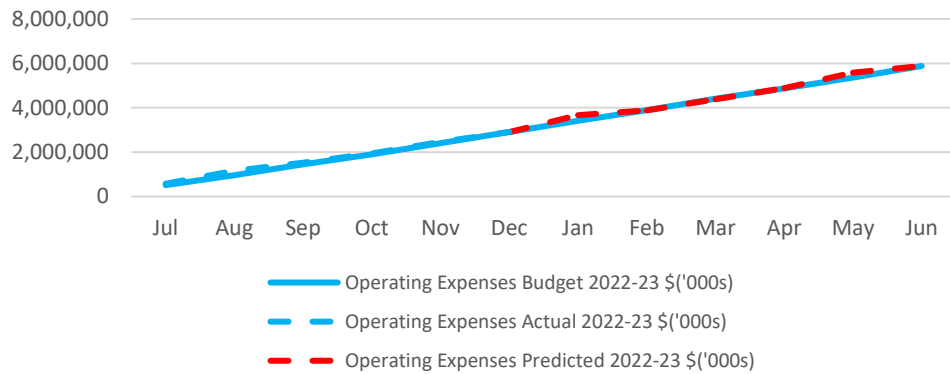
BUDGET COMPARATIVE FIGURES

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

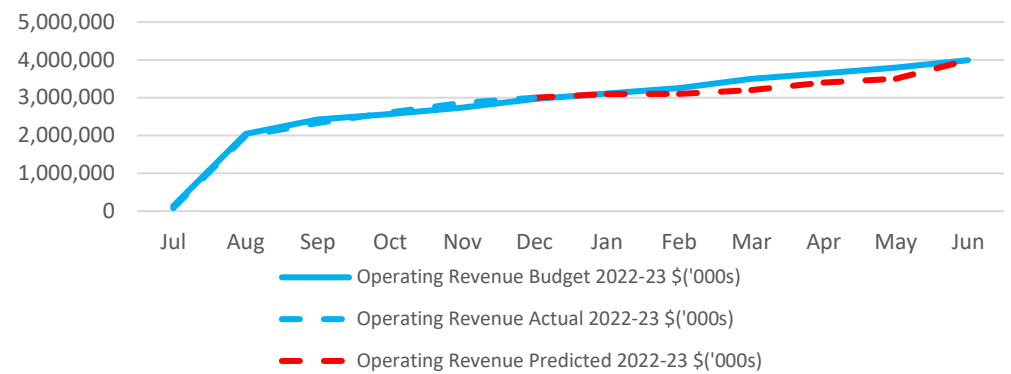
SHIRE OF DOWERIN
SUMMARY GRAPHS - BUDGET REVIEW
FOR THE PERIOD ENDED 31 JANUARY 2023

2. SUMMARY GRAPHS - BUDGET REVIEW

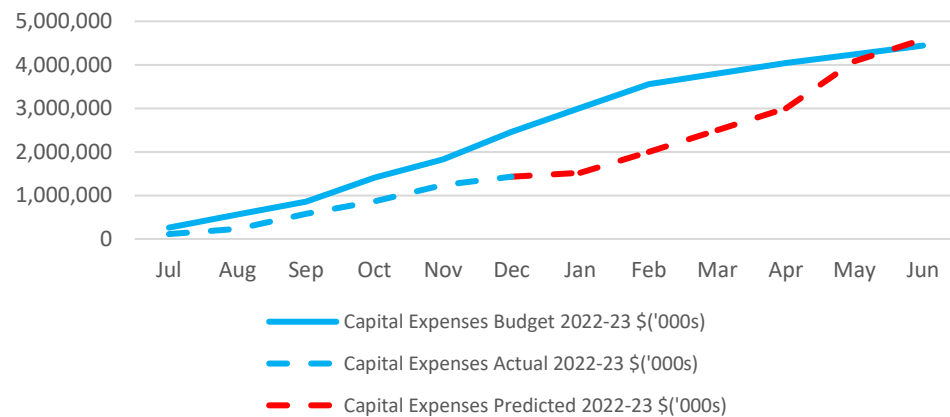
Operating Expenses



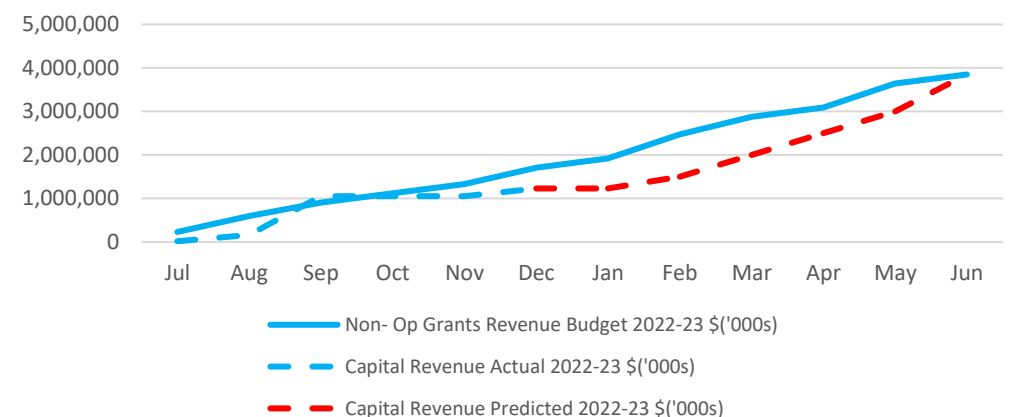
Operating Revenue



Capital Expenditure



Non- Operating Grants



This information is to be read in conjunction with the accompanying financial statements and notes.

3 NET CURRENT FUNDING POSITION

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

Operating activities excluded from budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

(a) Operating activities excluded from budgeted deficiency

The following non-cash revenue or expenditure has been excluded from operating activities within the Rate Setting Statement.

	Budget 30 June 2023	Actual 31 January 2023
	\$	\$
Adjustments to operating activities		
Less: Profit on asset disposals	(42,120)	0
Less: Movement in liabilities associated with restricted cash	15,000	0
Add: Loan payments correction	0	41,094
Add: Depreciation on non-current assets	2,135,767	1,508,647
Non-cash amounts excluded from operating activities	2,108,647	1,549,741

(b) Current assets and liabilities excluded from budgeted deficiency

	Actual - Used for Budget 30 June 2022	Actual Closing 2021-2022	Budget Review 30 June 2023	Actual 31 January 2023
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The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement.

Adjustments to net current assets

Less: Restricted cash	(2,413,691)	(2,475,964)	(2,879,600)	(2,475,964)
Add: Long term borrowings	113,975	113,970	0	104,292
Add: Provisions - backed by Cash	97,883	97,883	114,100	97,883
Total adjustments to net current assets	(2,201,833)	(2,264,111)	(2,765,500)	(2,273,789)

(c) Composition of estimated net current assets

Current assets

Cash	3,553,086	3,518,378	3,553,086	4,906,223
Receivables - rates and rubbish	119,592	119,592	119,592	262,482
Receivables - other	849,018	857,489	200,000	65,378
Inventories	37,337	5,266	25,000	28,903
	4,559,033	4,500,725	3,897,678	5,262,986

Less: current liabilities

Payables	(383,329)	(472,643)	(458,326)	(378,271)
Contract liabilities	(436,394)	(433,769)	(471,554)	(650,193)
Long term borrowings	(113,975)	(113,970)	0	(104,292)
Provisions	(171,845)	(202,298)	(202,298)	(202,298)
	(1,105,543)	(1,222,680)	(1,132,178)	(1,335,054)

Net current assets

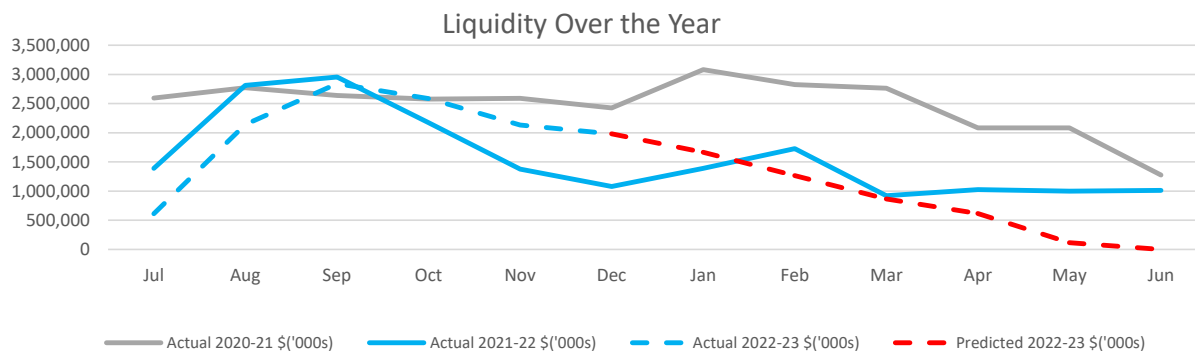
	3,453,490	3,278,045	2,765,500	3,927,931
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Less: Total adjustments to net current assets

	(2,201,833)	(2,264,111)	(2,765,500)	(2,273,789)
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Closing funding surplus / (deficit)

	1,251,657	1,013,934	(0)	1,654,143
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3 COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments 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 shown as short term borrowings in current liabilities.

FINANCIAL ASSETS AT AMORTISED COST

The Shire of Dowerin 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.

TRADE AND OTHER RECEIVABLES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire of Dowerin applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

INVENTORIES

General

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

CURRENT AND NON-CURRENT CLASSIFICATION

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of Dowerin's operational cycle. In the case of liabilities where the Shire of Dowerin does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire of Dowerin's intentions to release for sale.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire of Dowerin prior to the end of the financial year that are unpaid and arise when the Shire of Dowerin 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.

PREPAID RATES

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire of Dowerin recognises revenue for the prepaid rates that have not been refunded.

EMPLOYEE BENEFITS

Short-Term Employee Benefits

Provision is made for the Shire of Dowerin'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 of Dowerin's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current of financial trade and other payables in the statement position. Shire of Dowerin's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

PROVISIONS

Provisions are recognised when the Shire of Dowerin has a 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.

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 be controlled by the Shire of Dowerin are recognised as a liability until such time as the Shire of Dowerin satisfies its obligations under the agreement.

SHIRE OF DOWERIN
 NOTES TO THE REVIEW OF THE ANNUAL BUDGET
 FOR THE PERIOD ENDED 31 JANUARY 2023

4. PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$ Permanent
4.1 OPERATING REVENUE (EXCLUDING RATES)	
4.1.1 FEES AND CHARGES	
Increased Standpipe and Private Works Income	76,840
4.1.2 OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS	
Increased Financial Assistance Grants \$419K, reduced Aged Care and Welfare Grants \$175K	268,285
4.1.4 INTEREST EARNINGS	
Within variance threshold	0
4.1.5 OTHER REVENUE	
Within variance threshold	(500)
4.1.6 PROFIT ON ASSET DISPOSAL	
Additional Profit due to sale of trucks and Utes	35,000
Predicted Variances Carried Forward	379,625

SHIRE OF DOWERIN
 NOTES TO THE REVIEW OF THE ANNUAL BUDGET
 FOR THE PERIOD ENDED 31 JANUARY 2023

4. PREDICTED VARIANCES

Comments/Reason for Variance	<u>Variance \$ Permanent</u>
Predicted Variances Brought Forward	379,625
4.2 OPERATING EXPENSES	
4.2.1 EMPLOYEE COSTS	
Reduced employee Costs due to reduction in Admin and Aged Care costs	295,185
4.2.2 MATERIAL AND CONTRACTS	
Harbour Software, Events and Part & Repairs	(107,238)
4.2.3 UTILITY CHARGES	
Within variance threshold	(2,684)
4.2.4 DEPRECIATION (NON CURRENT ASSETS)	
Within variance threshold	0
4.2.5 INTEREST EXPENSES	
Within variance threshold	0
4.2.6 INSURANCE EXPENSES	
Within variance threshold	0
4.2.7 OTHER EXPENDITURE	
Within variance threshold	1,948
Predicted Variances Carried Forward	566,836

SHIRE OF DOWERIN
 NOTES TO THE REVIEW OF THE ANNUAL BUDGET
 FOR THE PERIOD ENDED 31 JANUARY 2023

4. PREDICTED VARIANCES

Comments/Reason for Variance	<u>Variance \$ Permanent</u>
Predicted Variances Brought Forward	566,836
4.3 CAPITAL REVENUE	
4.3.1 NON OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS	
Increase in Roads Grants, offset by additional expenditure	379,494
4.3.2 PROCEEDS FROM DISPOSAL OF ASSETS	
Trade in Hino Trucks and outright sale of 2 Utes - See Note 7	88,500
Predicted Variances Carried Forward	1,034,830
Predicted Variances Brought Forward	1,034,830
4.4 CAPITAL EXPENSES	
4.4.2 BUILDINGS	
Within variance threshold	0
4.4.3 PLANT AND EQUIPMENT	
Purchase new slasher, Replace 2 Hino trucks	(218,059)
4.4.4 SEWERAGE	
Replace Sewer pumps	(50,000)
4.4.5 INFRASTRUCTURE ASSETS - ROADS	
WSFN projects	(345,124)
4.4.6 INFRASTRUCTURE ASSETS - PARKS AND OVALS	
New shade sail and Goal posts (2/3 funded)	(18,085)
4.4.7 - Infrastructure - Other	
Within variance threshold	(2,200)
Predicted Variances Carried Forward	401,362

SHIRE OF DOWERIN
 NOTES TO THE REVIEW OF THE ANNUAL BUDGET
 FOR THE PERIOD ENDED 31 JANUARY 2023

4. PREDICTED VARIANCES

Comments/Reason for Variance

Variance \$
 Permanent

Predicted Variances Brought Forward 401,362

4.5 OTHER ITEMS

4.5.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)

Additional transfer to reserves - see Note 7 (178,639)

4.5.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)

To fund Sewer Pumps 50,000

4.5.1 RATE REVENUE

Within variance threshold 0

4.5.2 OPENING FUNDING SURPLUS(DEFICIT)

Reduced surplus as per audited Annual report. (237,723)

4.5.3 NON-CASH WRITE BACK OF PROFIT (LOSS)

Adjustment of Non- Cash item relating to increase in profit (35,000)

Total Predicted Variances as per Annual Budget Review

0

SHIRE OF DOWERIN
 NOTES TO THE BUDGET REVIEW REPORT
 FOR THE PERIOD ENDED 31 JANUARY 2023

5. BUDGET AMENDMENTS

Proposed Amendments to original budget

GL Account Code	Description	Classification	(Non Cash Items) Adjust.	Original Budget	Amendment Budget	Increase/(Decrease) in Available Cash	Budget Running Balance	Comments
			\$			\$	\$	
	Budget Adoption	Opening Surplus(Deficit)		1,251,657	1,013,934	(237,723)	(237,723)	Variation due to contract liabilities to be utilised
3030210	GEN PUR - Financial Assistance Grant - General	Operating Revenue		0	287,023	287,023	49,300	
3030211	GEN PUR - Financial Assistance Grant - Roads	Operating Revenue		0	132,762	132,762	182,062	
3040101	MEMBERS - Reimbursements	Operating Revenue		0	4,000	4,000	186,062	
3070421	HEALTH - Health Regulatory Licenses	Operating Revenue		800	0	(800)	185,262	
3080601	AGED OTHER - Reimbursements	Operating Revenue		0	17,000	17,000	202,262	
3080615	AGED OTHER - Grant Funding - HCP	Operating Revenue		549,721	349,721	(200,000)	2,262	
3080710	WELFARE - Grants	Operating Revenue		3,000	11,100	8,100	10,362	
3090101	STF HOUSE - Staff Rental Reimbursements	Operating Revenue		31,884	3,500	(28,384)	(18,022)	
3090120	STF HOUSE - Fees & Charges	Operating Revenue		0	28,384	28,384	10,362	
3090201	OTH HOUSE - Rental Reimbursements	Operating Revenue		99,197	118,197	19,000	29,362	
3090235	OTH HOUSE - Other Income	Operating Revenue		0	3,000	3,000	32,362	
3100501	ENVIRON - Reimbursements	Operating Revenue		0	500	500	32,862	
3110300	REC - Contributions & Donations	Operating Revenue		8,750	14,140	5,390	38,252	
3110320	REC - Fees & Charges	Operating Revenue		11,000	15,000	4,000	42,252	
3110511	LIBRARY - Other Grants	Operating Revenue		1,200	6,200	5,000	47,252	
3110710	OTH CUL - Grants - Other Culture	Operating Revenue		12,000	3,900	(8,100)	39,152	
3120110	ROADC - Regional Road Group Grants (MRWA)	Operating Revenue		368,920	382,900	13,980	53,132	
3120113	ROADC - Other Grants - Roads/Streets	Operating Revenue		2,134,609	2,494,733	360,124	413,256	
3130221	TOUR - Caravan Park Fees	Operating Revenue		190,000	175,000	(15,000)	398,256	
3130320	BUILD - Fees & Charges (Licences)	Operating Revenue		1,500	3,140	1,640	399,896	
3130335	BUILD - Other Income	Operating Revenue		12,000	2,000	(10,000)	389,896	
3130821	OTH ECON - Standpipe Income	Operating Revenue		5,000	40,000	35,000	424,896	
3140120	PRIVATE - Private Works Income	Operating Revenue		10,000	75,000	65,000	489,896	
3140201	ADMIN - Reimbursements	Operating Revenue		500	2,000	1,500	491,396	
3140736	UNCLASS - Unclassified Income - GST Free	Operating Revenue		10,000	5,000	(5,000)	486,396	
3140390	PWO - Profit on Disposal of Assets	Non- Cash Item	(35,000)	13,500	48,500	0	486,396	

5. BUDGET AMENDMENTS

Proposed Amendments to original budget

GL Account Code	Description	Classification	(Non Cash Items)			Budget Running Balance	Comments
			Original Budget	Amendment Budget	Increase/(Decrease) in Available Cash		
2030100	RATES - Employee Costs	Operating Expenses	(82,853)	(57,207)	25,646	512,042	
2030103	RATES - Uniforms	Operating Expenses	(500)	0	500	512,542	
2030109	RATES - Travel & Accommodation	Operating Expenses	(500)	0	500	513,042	
2040100	MEMBERS - Employee Costs	Operating Expenses	(105,911)	(104,881)	1,030	514,072	
2040109	MEMBERS - Members Travel and Accommodation	Operating Expenses	(2,002)	(1,500)	502	514,574	
2040114	MEMBERS - Communications Allowance	Operating Expenses	(1,000)	(502)	498	515,072	
2040141	MEMBERS - Subscriptions & Publications	Operating Expenses	(25,300)	(49,300)	(24,000)	491,072	
2040185	MEMBERS - Legal Expenses	Operating Expenses	(1,000)	(502)	498	491,570	
2040200	OTH GOV - Employee Costs	Operating Expenses	(105,911)	(104,881)	1,030	492,600	
2040208	OTH GOV - Other Employee Expenses	Operating Expenses	(80,000)	0	80,000	572,600	
2040211	OTH GOV - Civic Functions, Refreshments & Receptio	Operating Expenses	(6,000)	(8,000)	(2,000)	570,600	
2040285	OTH GOV - Legal Expenses	Operating Expenses	(5,000)	(6,000)	(1,000)	569,600	
2050100	FIRE - Employee Costs	Operating Expenses	(13,239)	(13,147)	92	569,692	
2050112	FIRE - Fire Prevention/Burning/Control - recoverable	Operating Expenses	0	(575)	(575)	569,117	
2050140	FIRE - Advertising & Promotion	Operating Expenses	(300)	(100)	200	569,317	
2050187	FIRE - Other Expenditure	Operating Expenses	(500)	(250)	250	569,567	
2050216	ANIMAL - Relief Ranger Services	Operating Expenses	(6,000)	(13,000)	(7,000)	562,567	
2050387	OLOPS - Other Expenditure	Operating Expenses	(5,130)	(2,594)	2,536	565,103	
2050588	ESL BFB - Utilities, Rates & Taxes	Operating Expenses	(921)	(2,421)	(1,500)	563,603	
2050589	ESL BFB - Maintenance Land & Buildings	Operating Expenses	(5,714)	(5,214)	500	564,103	
2070553	PEST - Pest Control Programs	Operating Expenses	(833)	(1,133)	(300)	563,803	
2070700	OTH HEALTH - Employee Costs	Operating Expenses	(13,239)	(13,147)	92	563,895	
2080388	FAMILIES - Building Operations	Operating Expenses	(3,084)	(5,784)	(2,700)	561,195	
2080389	FAMILIES - Building Maintenance	Operating Expenses	(14,784)	(10,884)	3,900	565,095	
2080600	AGED OTHER - Employee Costs	Operating Expenses	(244,433)	(208,569)	35,864	600,959	
2080609	AGED OTHER - Travel & Accommodation	Operating Expenses	(3,000)	(5,500)	(2,500)	598,459	
2080610	AGED OTHER - Motor Vehicle Expenses	Operating Expenses	(12,500)	(10,000)	2,500	600,959	
2080660	AGED OTHER - Client Services	Operating Expenses	(167,200)	(151,200)	16,000	616,959	
2080686	AGED OTHER - Expensed Minor Asset Purchases	Operating Expenses	(1,000)	(4,000)	(3,000)	613,959	
2080753	WELFARE - Events	Operating Expenses	(13,300)	(25,515)	(12,215)	601,744	
2080789	WELFARE - Building Maintenance	Operating Expenses	(21,140)	(26,780)	(5,640)	596,104	
2090188	STF HOUSE - Staff Housing Building Operations	Operating Expenses	(20,577)	(18,577)	2,000	598,104	
2090189	STF HOUSE - Staff Housing Building Maintenance	Operating Expenses	(49,505)	(40,622)	8,883	606,987	

5. BUDGET AMENDMENTS

Proposed Amendments to original budget

GL Account Code	Description	Classification	(Non Cash	Original Budget	Amendment Budget	Increase/(Decrease) in Available Cash	Budget	Comments
			Items) Adjust.				Running Balance	
2090288	OTH HOUSE - Building Operations	Operating Expenses		(16,281)	(16,831)	(550)	606,437	
2090289	OTH HOUSE - Building Maintenance	Operating Expenses		(50,084)	(55,676)	(5,592)	600,846	
2100111	SAN - Waste Collection	Operating Expenses		(32,370)	(33,390)	(1,020)	599,826	
2100165	SAN - Maintenance/Operations	Operating Expenses		(65,762)	(87,926)	(22,164)	577,662	
2100265	SAN OTH - Maintenance/Operations	Operating Expenses		(1,683)	(1,392)	291	577,953	
2100289	SAN OTH - Building Maintenance	Operating Expenses		(500)	(1,350)	(850)	577,103	
2100352	SEW - Consultants	Operating Expenses		(6,000)	(4,000)	2,000	579,103	
2100365	SEW - Maintenance/Operations	Operating Expenses		(34,961)	(47,711)	(12,750)	566,353	
2100700	COM AMEN - Employee Costs	Operating Expenses		(13,239)	(13,147)	92	566,445	
2100711	COM AMEN - Cemetery Maintenance/Operations	Operating Expenses		(17,642)	(14,142)	3,500	569,945	
2100788	COM AMEN - Public Conveniences Operations	Operating Expenses		(18,436)	(13,669)	4,767	574,712	
2100789	COM AMEN - Public Conveniences Maintenance	Operating Expenses		(2,630)	(2,430)	200	574,912	
2110189	HALLS - Town Halls and Public Bldg Maintenance	Operating Expenses		(3,834)	(6,694)	(2,860)	572,052	
2110265	SWIM AREAS - Grounds Maintenance/Operations	Operating Expenses		(45,047)	(39,047)	6,000	578,052	
2110364	REC - Trails & Tracks Maintenance/Operations	Operating Expenses		(1,000)	(2,000)	(1,000)	577,052	
2110365	REC - Parks & Gardens Maintenance/Operations	Operating Expenses		(115,807)	(81,011)	34,796	611,848	
2110366	REC - Town Oval Maintenance/Operations	Operating Expenses		(51,891)	(60,829)	(8,938)	602,909	
2110367	REC - Sundry Dry Parks/Reserves Maintenance/Operations	Operating Expenses		(5,559)	(4,344)	1,215	604,124	
2110368	REC - Playground Equipment Mtce	Operating Expenses		(6,753)	(4,984)	1,769	605,893	
2110387	REC - Other Expenses	Operating Expenses		(3,000)	(3,100)	(100)	605,793	
2110388	REC - Other Rec Facilities Building Operations	Operating Expenses		(67,987)	(63,507)	4,480	610,273	
2110389	REC - Other Rec Facilities Building Maintenance	Operating Expenses		(55,179)	(46,144)	9,035	619,308	
2110587	LIBRARY - Other Expenses	Operating Expenses		(6,000)	(10,500)	(4,500)	614,808	
2110665	HERITAGE - Maintenance/Operations	Operating Expenses		(2,761)	(8,836)	(6,075)	608,733	
2110711	OTH CUL - Australia Day	Operating Expenses		(1,900)	(3,600)	(1,700)	607,033	
2110712	OTH CUL - ANZAC Day	Operating Expenses		(2,250)	(3,750)	(1,500)	605,533	
2110725	OTH CUL - Festival & Events	Operating Expenses		(23,950)	(78,500)	(54,550)	550,983	
2110787	OTH CUL - Other Expenses	Operating Expenses		(2,900)	(1,500)	1,400	552,383	
2120211	ROADM - Road Maintenance - Built Up Areas	Operating Expenses		(145,124)	(35,137)	109,987	662,370	
2120212	ROADM - Road Maintenance - Sealed Outside BUA	Operating Expenses		(190,013)	(220,476)	(30,463)	631,907	
2120213	ROADM - Road Maintenance - Gravel Outside BUA	Operating Expenses		(544,299)	(339,101)	205,198	837,105	
2120217	ROADM - Ancillary Maintenance - Built Up Areas	Operating Expenses		(12,466)	(92,120)	(79,654)	757,451	
2120234	ROADM - Street Lighting	Operating Expenses		(27,000)	(25,000)	2,000	759,451	
2120287	ROADM - Other Expenses	Operating Expenses		0	(150)	(150)	759,301	

5. BUDGET AMENDMENTS

Proposed Amendments to original budget

GL Account Code	Description	Classification	(Non Cash	Original Budget	Amendment Budget	Increase/(Decrease) in Available Cash	Budget	Comments
			Items) Adjust.				Running Balance	
2120288	ROADM - Depot Building Operations	Operating Expenses		(13,978)	(20,478)	(6,500)	752,801	
2120500	LICENSING - Employee Costs	Operating Expenses		0	(8,850)	(8,850)	743,951	
2120665	AERO - Airstrip & Grounds Maintenance/Operations	Operating Expenses		(1,000)	(5,600)	(4,600)	739,351	
2130111	RURAL - Noxious Weed Control	Operating Expenses		0	(200)	(200)	739,151	
2130200	TOUR - Employee Costs	Operating Expenses		(88,899)	(74,493)	14,406	753,557	
2130211	TOUR - Visitor Centre Contribution	Operating Expenses		(3,500)	(3,000)	500	754,057	
2130240	TOUR - Public Relations & Area Promotion	Operating Expenses		(20,040)	(21,600)	(1,560)	752,497	
2130265	TOUR - Maintenance/Operations	Operating Expenses		(40,950)	(28,459)	12,491	764,988	
2130266	TOUR - Caravan Park General Maintenance/Operations	Operating Expenses		(17,015)	(6,616)	10,399	775,387	
2130288	TOUR - Building Operations	Operating Expenses		(120,636)	(108,687)	11,949	787,336	
2130289	TOUR - Building Maintenance	Operating Expenses		(19,101)	(20,083)	(982)	786,354	
2130865	OTH ECON - Standpipe Maintenance/Operations	Operating Expenses		(5,300)	(6,300)	(1,000)	785,354	
2130889	OTH ECON - Building Maintenance	Operating Expenses		(2,586)	(3,936)	(1,350)	784,004	
2140187	PRIVATE - Other Expenses	Operating Expenses		(500)	(18,000)	(17,500)	766,504	
2140200	ADMIN - Employee Costs	Operating Expenses		(304,058)	(261,584)	42,474	808,978	
2140204	ADMIN - Training & Development	Operating Expenses		(20,000)	(21,650)	(1,650)	807,328	
2140205	ADMIN - Recruitment	Operating Expenses		(3,000)	(1,500)	1,500	808,828	
2140206	ADMIN - Fringe Benefits Tax (FBT)	Operating Expenses		(10,000)	(27,000)	(17,000)	791,828	
2140289	ADMIN - Building Maintenance	Operating Expenses		(31,205)	(40,055)	(8,850)	782,978	
2140300	PWO - Employee Costs	Operating Expenses		(193,065)	(287,128)	(94,063)	688,915	
2140304	PWO - Training & Development	Operating Expenses		(45,836)	(18,245)	27,591	716,506	
2140308	PWO - Other Employee Expenses	Operating Expenses		0	(500)	(500)	716,006	
2140324	PWO - Annual Leave	Operating Expenses		(53,575)	(41,575)	12,000	728,006	
2140325	PWO - Public Holidays	Operating Expenses		(26,054)	(18,953)	7,101	735,107	
2140330	PWO - OHS and Toolbox Meetings,	Operating Expenses		(24,319)	(15,319)	9,000	744,107	
2140365	PWO - Maintenance/Operations	Operating Expenses		(2,500)	(9,500)	(7,000)	737,107	
2140386	PWO - Expensed Minor Asset Purchases	Operating Expenses		(8,000)	(18,000)	(10,000)	727,107	
2140400	POC - Internal Plant Repairs - Wages & O/Head	Operating Expenses		(10,000)	(13,500)	(3,500)	723,607	
2140411	POC - External Parts & Repairs	Operating Expenses		(80,000)	(140,000)	(60,000)	663,607	
2140418	POC - Expendable Tools / Consumables	Operating Expenses		(20,000)	(10,000)	10,000	673,607	
2140500	SAL - Gross Salary and Wages	Operating Expenses		(1,669,149)	(1,584,443)	84,706	758,313	
2140501	SAL - LESS Salaries & Wages Allocated	Operating Expenses		1,669,149	1,584,443	(84,706)	673,607	

5. BUDGET AMENDMENTS

Proposed Amendments to original budget

GL Account Code	Description	Classification	(Non Cash Items) Adjust.	Original Budget	Amendment Budget	Increase/(Decrease) in Available Cash	Budget Running Balance	Comments
	Land and Buildings	Investing Activities		(10,000)	(10,000)	0	673,607	
	Plant & Equipment	Investing Activities		(62,000)	(280,059)	(218,059)	455,548	
	Infrastructure - Roads	Investing Activities		(3,710,766)	(4,055,890)	(345,124)	110,424	
	Infrastructure -Sewerage	Investing Activities		0	(50,000)	(50,000)	60,424	
	Infrastructure -Parks And Ovals	Investing Activities		(122,000)	(140,085)	(18,085)	42,339	
	Infrastructure - Other	Investing Activities		(95,376)	(97,576)	(2,200)	40,139	
	Proceeds on Disposal of Assets	Investing Activities		121,000	209,500	88,500	128,639	
	Resrves Transfer In	Financing Activities		(482,238)	(660,877)	(178,639)	(50,000)	
	Reserves Transfers out	Financing Activities		102,561	152,561	50,000	0	
TOTALS			<u>- 35,000</u>			<u>0</u>		

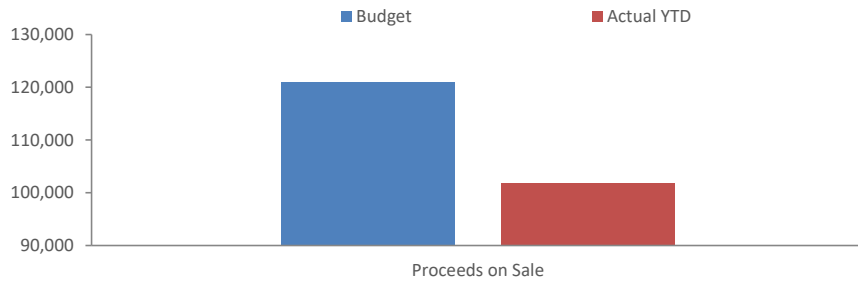
Account Description		Original Budget	Current Budget	YTD Budget	YTD Actual	Variance Under/(Over)	Budget Amendments Commentary
Land and Buildings							
BC070	Short Term Accommodation Caretaker's Cottage	0	0	0	0	0	
BC068	Short Term Accommodation - Common Area (Other) - Building (0	0	0	0	0	
BC001B	Admin Building - Refurbishment - Building (Capital)	10,000	10,000	9,999	915	9,084	
	Total	10,000	10,000	9,999	915	9,084	
Plant & Equipment							
PE201	Cemetery Grave Shoring Box	10,000	10,000	10,000	16,686	(6,686)	
PE206	Ride On Mower	0	0	0	10,532	(10,532)	
PE100	Diesel Fuel Bowser - Shire Depot	10,000	10,000	10,000	0	10,000	
PE105	Dual Cab 4x2 Team Leader	42,000	42,000	42,000	43,341	(1,341)	
PE704	Hino WaterCart	0	0	0	8,365	(8,365)	
PE999	Budget - New Slasher	0	28,000	0	0	0	
	Light Hino Truck 500 Series		108,700	0	0	0	Trade in P009 - Proposed
	Light Hino Truck 300 Series		81,359	0	0	0	Trade in P005 - Proposed
	Total	62,000	280,059	62,000	78,925	(16,925)	
Infrastructure - Roads							
RCR025	Commodity Route - Dowerin - Koorda Road	248,220	248,220	248,220	220,444	27,776	
LRC006	LRCIP - Nambling Road	90,000	90,000	90,000	62,440	27,560	
LRC013	LRCIP - Berring East Road	200,000	200,000	200,000	34	199,966	
LRC023	LRCIP - Wongan-Koorda Road	242,000	242,000	0	9,784	(9,784)	
LRC162	LRCIP - Nambling South Road	170,000	170,000	170,000	212,128	(42,128)	
R2R026	Minnivale North East Road (R2R)	72,130	72,130	42,070	55,431	(13,361)	
R2R042	McHugh Road (R2R)	45,000	45,000	45,000	43,110	1,890	
R2R056	Quelagetting West Road (R2R)	62,050	62,050	62,050	52,654	9,396	
R2R162	Nambling South Road (R2R)	202,000	202,000	202,000	176,228	25,772	
RRG001	Cunderdin-Minnivale Road (RRG)	195,252	195,252	113,897	87,846	26,051	
RRG003	Koombekine North Road (RRG)	358,128	358,128	358,126	3,986	354,140	
BS183	Dowerin-Meckering Road (BS)	104,344	104,344	0	8,440	(8,440)	
WFN182E	WSFN Dowerin-Kalannie Road SLK27.28 to SL30.89	1,144,238	1,002,176	595,377	315,599	279,778	
WFN182F	WSFN Dowerin-Kalannie Road SLK12.28 to SLK15.70	577,404	1,064,590	631,784	58,237	573,547	
	Total	3,710,766	4,055,890	2,758,524	1,306,361	1,452,163	

Account Description	Original Budget	Current Budget	YTD Budget	YTD Actual	Variance Under/(Over)	Budget Amendments Commentary
Infrastructure -Parks And Ovals						
PC070 Centenary Park Capital Works	22,000	22,000	0	23,693	(23,693)	
PC075 Town Site Greening Water Scheme	100,000	100,000	0	0	0	
PC076 Replace Goal Posts	0	8,085	0	0	0	0 Additional item
PC078 Shade Sails	0	10,000	0	0	0	0 Additional item
Total	122,000	140,085	0	23,693	(23,693)	
Infrastructure -Sewerage						
SC002 Sewerage Pump	0	50,000	0	58,567	(58,567)	
Total	0	50,000	0	58,567	(58,567)	
Infrastructure - Other						
OC003 Town Oval Reticulation Upgrade (Inc Dam)	0	0	0	3,020	(3,020)	
OC017 Dowerin Community Club Infrastruture Improvements	40,000	40,000	0	0	0	
OC007 Main Street Improvements	10,600	10,600	10,600	0	10,600	
OC010 Tin Dog Walk Stage 2	14,500	16,700	10,656	9,500	1,156	
OC016 Short Stay Accomodation Improvements	5,276	5,276	5,276	324	4,952	
OC008 Street Lighting LED Upgrade	25,000	25,000	25,000	25,106	(106)	
OC043 Swimming Pool - Repair Leaks - Infrastructure Other	0	0	0	12,445	(12,445)	
Total	95,376	97,576	51,532	50,395	1,137	
TOTALS	4,000,142	4,633,610	2,882,055	1,518,856	1,363,199	

NOTES TO THE STATEMENT OF BUDGET REVIEW
FOR THE PERIOD ENDED 31 JANUARY 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												
	Transport												
*	Single Cab - Light Utility - 1GIL668	650	1,000	350	0	650	1,000	350	0	0	1,637	0	0
	Other property and services												
*	Toyota Hilux SR5 4WD Turbo	36,500	50,000	13,500	0	36,500	50,000	13,500	0	0	52,273	0	0
*	Passenger Vehicle; MCCS	21,730	50,000	28,270	0	21,730	50,000	28,270	0	0	47,954	0	0
**	Dual Cab 4x2; D002; Team Leader	20,000	20,000	0	0	20,000	20,000	0	0	0	0	0	0
BR	Light Hino Truck 500 Series	P009	0	0	0	20,000	32,000	12,000	0	0	0	0	0
BR	Light Hino Truck 300 Series	P005	0	0	0	19,000	31,000	12,000	0	0	0	0	0
BR	Ford Ranger Crew Cab D002 - P002	P002	0	0	0	14,000	22,000	8,000	0	0	0	0	0
BR	Toyota Hilux D018 - P18	P18	0	0	0	500	3,500	3,000	0	0	0	0	0
		78,880	121,000	42,120	0	132,380	209,500	77,120	0	0	101,864	0	0



* Items have been sold.
Items will be disposed via the Asset register in February.

** Item will not be disposed as budgeted

Cash backed reserve

Reserve name	Opening Balance	Original Budget Transfers In (+)	Budget Review Transfers In (+)	Actual Transfers In YTD (+)	Original Budget Transfers Out (-)	Budget Review Transfers Out (-)	Actual Transfers Out YTD (-)	Original Budget Closing Balance	Budget Review Closing Balance	Actual YTD Closing Balance
	\$	\$		\$	\$		\$	\$		\$
Employee Entitlement Reserve	97,883	16,217	16,217	0	0	0	0	114,100	114,100	97,883.00
Plant Replacement Reserve	487,477	138,617	138,617	0	(32,000)	(32,000)	0	594,094	594,094	487,477.00
Sewerage Asset Preservation Reserve	912,088	45,336	45,336	0	0	(50,000)	0	957,424	907,424	912,088.00
Information Technology Reserve	39,651	20,493	99,132	0	0	0	0	60,144	138,783	39,651.00
Land & Building Reserve	349,816	13,574	13,574	0	0	0	0	363,390	363,390	349,816.00
Emergency Reserve	0	0	0	0	0	0	0	0	0	0.00
Swimming Pool Reserve	40,561	0	0	0	(40,561)	(40,561)	0	0	0	40,561.00
Recreation Reserve	206,109	53,066	53,066	0	(30,000)	(30,000)	0	229,175	229,175	206,109.00
Community Housing Reserve	60,005	746	746	0	0	0	0	60,751	60,751	60,005.00
Economic Reserve	66,971	832	832	0	0	0	0	67,803	67,803	66,971.00
Bowling Green Reserve	117,245	11,457	11,457	0	0	0	0	128,702	128,702	117,245.00
Tennis Court Reserve	58,128	6,722	6,722	0	0	0	0	64,850	64,850	58,128.00
Depot Reserve	20,015	50,249	150,249	0	0	0	0	70,264	170,264	20,015.00
Waste Reserve	20,015	20,249	20,249	0	0	0	0	40,264	40,264	20,015.00
Roads and Infrastructure	0	104,680	104,680	0			0	104,680		0
	2,475,964	482,238	660,877	0	(102,561)	(152,561)	0	2,855,641	2,879,600	2,475,964

KEY INFORMATION

POLICY NUMBER	-	2.1
POLICY SUBJECT	-	2.1 Related Party Disclosures Policy
DATE ADOPTED	-	25 July 2017 (Item 10.1.3)
RESPONSIBLE OFFICER	-	Manager Corporate & Community Services Deputy Chief Executive Officer
REVIEWED	-	21 February 2023 (CMRef XXXX) 22 January 2019 (Item 10.2.2)

Objective

The purpose of this Policy is to provide guidance to the Shire in the preparation of financial statements to ensure disclosure requirements are met for AASB 124 Related Party Disclosures.

This policy applies and provides guidance to Related Parties of the Shire and their Related Party Transactions ~~with the Shire. This policy provides guidance in determining Related Parties of the Shire along with associated transactions and~~ outstanding balances, materiality and disclosure requirements with the Shire.

Definitions

AASB 124 means the Australian Accounting Standards Board, Related Party Disclosures Standard.

Arm's Length Terms – Terms between parties that are reasonable in the circumstances of the transaction that would result from:

1. neither party bearing the other any special duty or obligation; and
2. the parties being unrelated and uninfluenced by the other; and
3. each party having acted in its own interest.

Asset - A physical component of a facility which has value, enables a service to be provided and has an economic life of greater than 12 months.

Close members of the family of a person - are those family members who may be expected to influence, or be influenced by, that person in their dealings with the Council and include:

1. that person's children and spouse or domestic partner;
2. children of that person's spouse or domestic partner; and
3. dependants of that person or that person's spouse or domestic partner.

Control – Control of an entity is present when there is:

1. power over the entity; and
2. exposure or rights to variable returns from involvement with the entity; and
3. the ability to use power over the entity to affect the amount of returns received.

Entity can include a body corporate, a partnership or a trust, incorporated, or unincorporated group or body.

Incorporated Association means an association incorporated under the *Associations Incorporation Act 2015*.

Joint Control – The contractually agreed sharing of control of an arrangement, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

Joint Venture – An arrangement of which two or more parties have joint control and have right to the net assets of the arrangement.

Key Management Personnel (KMP)- means those persons having authority and responsibility for planning, directing and controlling the activities of the Council, directly or indirectly and includes Councillors, the Chief Executive Officer and senior executive employees, as defined in Section 1 of this Policy.

KMP Compensation means all forms of consideration paid, payable, or provided in exchange for services provided, and may include:

1. Short-term employee benefits, such as wages, salaries and social security contributions, paid annual leave and paid sick leave, profit sharing and bonuses (if payable within twelve months of the end of the period) and non-monetary benefits (such as medical care, housing, cars and free and subsidised goods or services) for current employees;
2. Post-employment benefits such as pensions, other retirement benefits, post-employment life insurance and post-employment medical care;
3. Other long-term employee benefits, including long-service leave or sabbatical leave, jubilee or other long-service benefits, long-term disability benefits and, if they are not payable wholly within twelve months after the end of the period, profit sharing, bonuses and deferred compensation;
4. Termination benefits; and
5. Share-based payment.

Material (materiality) means the assessment of whether the transaction, either individually or in aggregate with other transactions, by omitting it or misstating it could influence decisions that users make on the basis of an entity's financial statements. For the purpose of this policy, it is not considered appropriate to set either a dollar value or a percentage value to determine materiality.

Ordinary Citizen Transaction means a transaction that an ordinary citizen of the community would undertake in the ordinary course of business with Council.

Possible (Possibly) close members of the family of a person are those family members who could be expected to influence, or be influenced by, that person in their dealings with the Council and include:

1. that person's brothers' and sisters';
2. aunts', uncles', and cousins' of that person's spouse or domestic partner;
3. dependants of those persons' or that person's spouse or domestic partner as stated in (b2); and
4. that person's or that person's spouse or domestic partners', parents' and grandparents'.

Record means any record of information however recorded and includes- anything on which there is writing, a map, plan, diagram or graph, a drawing, pictorial or graphic work, photograph; or anything from which images, sounds or writings can be reproduced.

Related Party Transaction is a transfer of resources, services or obligations between a Council and a related party, regardless of whether a price is charged.

Significant (significance) means likely to influence the decisions that users of the Council's financial statements make having regard to both the extent (value and frequency) of the transactions, and that the transactions have occurred between the Council and related party outside a public service provider/ taxpayer relationship.

Policy

Related Party relationships are a normal feature of commerce and business. For example, entities frequently carry on parts of their activities through subsidiaries, joint ventures and

associates. In those circumstances, there is the possibility of the entity having the ability to affect the financial and operating policies of Council through the presence of control, joint control or significant influence.

A Related Party relationship could influence the normal business operations of Council. In some instances, Council may enter into transactions with a Related Party that unrelated parties would not. For example, goods are supplied to Council on terms that might not be offered to other customers. Also, transactions between Related Parties may not be made on the same terms as between unrelated parties.

The normal business operations of Council may be affected by a Related Party relationship even if Related Party Transactions do not occur. The mere existence of the relationship may be sufficient to affect the transactions of the Council with other parties. Alternatively, one party may refrain from trading with Council because of the significant influence of another—for example, a local supplier may be instructed by its parent not to engage in supplying goods to Council. For these reasons, knowledge of Council's transactions and outstanding balances (including commitments and relationships with Related Parties) may affect assessments of Council's operations by users of financial statements, including assessments of the risks and opportunities facing the Council.

Council in complying with disclosure requirements of AASB 124, will:

1. Identify key management personnel, related party relationships, related party transactions and ordinary citizen transactions;
2. Identify information about the related party transactions for disclosure;
3. Assess materiality of transactions captured;
4. Identify the circumstances in which disclosure of the items in (2) and (3) are required; and
5. Determine the disclosures to be made about those items in the General Purpose Financial Statements for the purpose of complying with AASB 124.

Identification of Key Management Personnel (KMP)

~~AASB 124 defines KMP's as "those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity".~~

~~KMP's for the Council are considered to include:~~

- ~~1. Councillors (including the Shire President);~~
- ~~2. Chief Executive Officer; and~~
- ~~3. The Management Team.~~

Identification of Related Parties

A person or entity is a related party of Council if any of the following apply:

1. They are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others).
2. They are an associate or belong to a joint venture of which Council is part of.
3. They and Council are joint ventures of the same third party.
4. They are part of a joint venture of a third party and Council is an associate of the third party.
5. A post-employment benefit plan for the benefit of employees of either Council or an entity related to Council.
6. They are controlled or jointly controlled by *Close members of the family of a person*.
7. They are identified as a *close or possibly close member of the family of a person* with significant influence over Council or a *close or possibly close member of the family of a person* who is a KMP of Council.
8. They, or any member of a group of which they are a part, provide KMP services to Council.

For the purposes of this Policy, related parties of Council are:

1. Entities related to Council;
2. Key Management Personnel (KMP) of Council;

3. Close family members of KMP;
4. Possible close family members of KMP's; and
5. Entities or persons that are controlled or jointly controlled by KMP, or their close family members, or their possible close family members.

Review of Related Parties

KMP will be required to complete a 'Related Party Disclosure Declaration' form once every twelve months (July to June) and submit to the ~~Corporate Services Manager~~Deputy Chief Executive Officer. In addition to this, events may warrant additional disclosure during the year. Such events include both ordinary and extraordinary Council Elections, terminations of KMP or appointments of KMP.

The primary identification method of close family members and associated entities of Key Management Personnel shall be by (but not limited to) KMP self-assessment. KMP have a responsibility to identify and report any changes to their related parties as they occur.

If any elected member or employee believes a transaction may constitute a related party transaction they must notify the Chief Executive Officer who will, in consultation with the ~~Corporate Services Manager~~Deputy Chief Executive Officer, make a determination on the matter.

Identification of Control or Joint Control

A person or entity is deemed to have control if they have:

1. power over the entity;
2. exposure, or rights, to variable returns from involvement with the entity; and
3. the ability to use power over the entity to affect the amount of returns.

To jointly control, a person or entity must have contractual rights or agreed sharing of control of the entity, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

All regional councils and regional subsidiaries meet the definition of a related entity.

Required Disclosures and Reporting

AASB 124 states Council must disclose the following financial information in its financial statements for each financial year:

1. *Disclosure of any related party relationship* - must disclose in the annual financial statements its relationship with any related parties or subsidiaries (where applicable), whether or not there have been transactions within the relevant reporting period.
2. *KMP Compensation Disclosures* - must disclose in the annual financial statements KMP for each of the categories of compensation (as defined in the definitions of this Policy) in total.

Related Party Transactions Disclosures

The Standard defines a related party transaction as being a 'transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged'.

The Shire deems the following transactions with a Related Party to be a Related Party Transaction (but not limited to):

1. Purchase or sale of goods;
2. Purchase or sale of property and other assets;
3. Rendering or receiving services;
4. Leases;
5. Quotations and/or tenders;
6. Commitments;
7. Settlements of liabilities on behalf of Council or by Council on behalf of the related party;
8. Guarantees given or received;
9. Loans and Settlements of liabilities;

10. Expense recognised during the period in respect of bad debts;
11. Provision for doubtful debts relating to outstanding balances;
12. Grants and subsidy payments made to associated entities of Council;
13. Non-monetary transactions between Council and associated entities of Council;
14. Other goods and services provided by Council to associated entities of Council;
15. Compensation made to key management personnel;
16. Fees and charges charged to related parties;
17. Infrastructure contributions and application fees from related parties;
18. Purchase of materials and services from related parties; and
19. Employee expenses for close family members of key management personnel.

Council must disclose all **material** and **significant** Related Party Transactions in its annual financial statements and include the following detail:

1. The nature of the related party relationship; and
2. Relevant information about the transactions including:
 - a. The amount of the transaction;
 - b. The amount of outstanding balances, including commitments, and their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in the settlement; and details of any guarantee given or received.
 - c. Provision for doubtful debts related to the amount of outstanding balances; and;
 - d. The expense recognised during the period in respect of bad or doubtful debts due from related parties.

The following matters must be considered in determining the materiality and significance of any related party transactions:

1. Significance of transaction in terms of size;
2. Whether the transaction was carried out on non-commercial terms;
3. Whether the transaction is outside normal day-to-day business operations, such as the purchase and sale of assets;
4. Whether the transaction is disclosed to regulatory or supervisory authorities;
5. Whether the transaction has been reported to senior management; and
6. Whether the transaction was subject to Council approval.

Regard must also be given for transactions that are collectively, but not individually significant.

Related Party Transactions that are not considered to be material do not need to be disclosed. A key assessment on whether a transaction is material is whether knowledge of the relationship and terms and conditions could influence a user's understanding of the impact on the financial statements or influence their decisions (i.e. in their vote by Councillors). In determining materiality, Council and management will consult with the Audit Committee and external auditor as required.

Disclosures that Related Party Transactions were made on terms equivalent to those that prevail in arm's length transactions can only be made if such terms can be substantiated.

All transactions involving Related Parties will be captured and reviewed to determine materiality or otherwise of such transactions, if the transactions are Ordinary Citizen Transactions (OCTs), and to determine the significance of each of the transactions.

Ordinary Citizen Transaction (OCT)

The Shire acknowledges that there are Related Party Transactions that also satisfy the definition of an Ordinary Citizen Transaction (OCT). An OCT is a transaction that occurs on terms and conditions no different to those applying to the general public and has been provided in the course of delivery public service objectives. The Shire will not disclose such related party transaction in the financial statements.

The Shire has determined that the following transactions with related parties are Ordinary Citizen Transactions and do not need to be disclosed:

1. Use of Council facilities, equipment and services in accordance with Council's fees, charges and policies;

2. Payment of rates and charges;
3. Attendance at Council functions and activities that are open to the public;
4. Payment of fines and other penalties on normal terms and conditions; and
5. Related party transactions occurring during the course of delivering Council's public service objectives and which occur on no different terms to that of the general public.

Amendments to transactions classified as Ordinary Citizen Transactions may be identified from time to time and this policy will be amended accordingly.

Inspection of Local Government information is regulated under the *Local Government Act 1995* (Sections 5.93, 5.94 and 5.95) and the provisions of the *Freedom of Information Act 1992* also apply. Information provided by KMP and other related parties will be held for the purpose of compliance with the Shire's reporting obligations and will be disclosed for compliance or legal reasons only.

The ~~Corporate Services Manager~~Deputy Chief Executive Officer will also review other information held by the Shire including but not limited to:

1. Minutes of Ordinary Meetings of Council and Committee Meetings;
2. Disclosure of Interests Register; and
3. Gift Register.

Roles and Responsibilities

Chief Executive Officer

Responsible for ensuring this policy is implemented and reviewed.

~~Corporate and Community Services Manager~~Deputy Chief Executive Officer

Responsible for the application of this policy.

Related Documentation

Nil

Related Legislation/Local Law/Policy/Procedure

AASB 124 Related Party Disclosures
 AASB 10 Consolidated Financial Statement
 AASB 11 Joint Arrangements
 AASB 128 Investments in Associates and Joint Ventures
Local Government Act 1995

Related Delegation

Chief Executive Officer

Document Control	
Policy Number	2.1
Policy Version	3
Policy Owners	Manager Corporate & Community Services <u>Deputy Chief Executive Officer</u>
Creation Date	25 July 2017 (Item 10.1.3)
Last Review Date	22 January 2019 (Item 10.2.2) 21 February 2023 (CMRef XXXX)
Next Review Due	This policy will be reviewed bi-annually or more often where circumstances require.

POLICY NUMBER	-	2.2
POLICY SUBJECT	-	2.2 Risk Management Policy
DATE ADOPTED	-	January 2008
POLICY OWNER	-	Chief Executive Officer
DISTRIBUTION	-	Management
RESPONSIBLE OFFICER	-	Chief Executive Officer
REVIEWED	-	March 2022 <u>21 February 2023</u>

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Objective

The Shire of Dowerin is committed to organisation-wide risk management principles, systems and processes that ensure consistent, efficient, and effective assessment of risk in all planning, decision making and operational processes.

Definition of Risk

AS/~~NZS~~/ISO 31000:2009-2018 defines risk as “the effect of uncertainty on objectives.”

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative, or a deviation from the expected. An objective may be financial, related to health and safety, or defined in other terms.

Definition of Risk Management

Co-ordinated activities to direct and control an organisation with regard to risk (ISO Guide 73).

Definition of Management Process

Systematic application of management policies, procedures and practices to the activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and reviewing risk.

Policy

The Shire of Dowerin considers risk management to be an essential management function in its operations. It recognises that the risk management responsibility for managing specific risks lies with the person who has the responsibility for the function, service or activity that gives rise to that risk.

Council is committed to the principles of managing risk as outlined in AS/~~NZS~~/ISO 31000:2009-2018. The Shire of Dowerin will manage risks continuously using a process involving the identification, analysis, evaluation, treatment, monitoring and review of risks. It will be applied to decision making through all levels of the Organisation in relation to planning or executing any function, service or activity.

In particular it will be applied to:

1. Implementation of policies;
2. Strategic planning;
3. Decision making;
4. Corporate governance and compliance;
5. Expenditure of large amounts of money;
6. New strategies and procedures;
7. Managing projects;

8. Introducing significant change;
9. The management of sensitive issues; and
10. Operational management.

Risk Management Objectives

1. The achievement of organisational goals and objectives;
 2. Limited loss or damage to property and other assets;
 3. Limited interruption to business continuity;
 4. Positive public perception of Council;
 5. The ongoing health and safety of all employees at the workplace;
 6. Ensuring public safety within the Council's jurisdiction is not compromised; and
 7. Application of equal opportunity principles in the workforce and the community.
-

Roles and Responsibilities

1. The CEO is responsible for the:
 - a. Implementation of this Policy;
 - b. Measurement and reporting on the performance of risk management;
 - c. Review and improvement of this Policy and the Shire's Risk Management Framework at least annually or in response to a material event or change in circumstances.
2. Senior Managers, Coordinators and Supervisors have the responsibility and accountability for ensuring that all staff manage risks within their own work areas. In each of these areas, risks should be anticipated, and reasonable protective measures taken.
3. All Managers will encourage openness and honesty in the reporting and escalation of risks. All staff will be encouraged to alert management to the risks that exist within their area, without fear of recrimination.
4. All staff will, after appropriate training, adopt the principles of risk management and comply with all policies, procedures and practices relating to risk management.
5. All staff will, as required, conduct risk assessments during the performance of their daily duties. The level of sophistication of the risk assessment will be commensurate with the scope of the task and the associated level of risk identified.
6. Failure by staff to observe reasonable directions from supervisors regarding the management of risks and/or failure of staff to take reasonable care in identifying and treating risks in the workplace may result in disciplinary action.
7. It is the responsibility of every department to observe and implement this policy in accordance with procedures and initiatives that are developed by management from time to time.
8. Council is committed morally and financially to the concept and resourcing of risk management.

Risk Assessment and Acceptance Criteria

The Shire quantified its generic risk appetite through the development and endorsement of the Shire's Risk Assessment and Acceptance Criteria. The criteria are included within the Risk Management Framework and as a component of this policy.

All organisational risks are to be assessed according to the Shire's Risk Assessment and Acceptance Criteria to allow consistency and informed decision making. For operational requirements such as projects or to satisfy external stakeholder requirements, alternative risk assessment criteria may be utilised, however these cannot exceed the organisation's appetite and are to be noted within the individual risk assessment.

Monitor & Review

The Shire will implement and integrate a monitor and review process to report on the achievement of the risk management objectives, the management of individual risks and the ongoing identification of issues and trends.

This policy will be kept under review by the Shire's Management Team and its Employees. It will be formally reviewed every two years.

Related Documentation

Risk Management Framework
Risk Management Profiling Tool

Commented [LD1]: Should this be Risk Dashboard?

Related Legislation/Local Law/Policy

AS/ NZS/ISO 31000: 2009/2018

Related Delegation

Nil

Document Control	
<u>Policy Number</u>	<u>2.2</u>
<u>Policy Version</u>	<u>4</u>
<u>Policy Owners</u>	<u>Executive & Governance Officer</u>
<u>Creation Date</u>	<u>January 2008</u>
<u>Last Review Date</u>	<u>23 May 2017 (CMRef 2788)</u> <u>15 March 2022 (CMRef 0568)</u> <u>21 February 2023 (CMRef XXXX)</u>
<u>Next Review Due</u>	<u>This policy will be reviewed annually or more often where circumstances require.</u>

Risk Assessment and Acceptance Criteria

MEASURES OF CONSEQUENCE									
RATING	PEOPLE	INTERRUPTION TO SERVICE	REPUTATION	COMPLIANCE	PROPERTY	NATURAL ENVIRONMENT	FINANCIAL IMPACT	PROJECT	
			(Social / Community)		(Plant, Equipment, Buildings)			Time	Budget
Insignificant (1)	Near-Miss	No material service interruption - Less than 1 hour	Unsubstantiated, localised low impact on community trust, low profile or no media item.	No noticeable regulatory or statutory impact	Inconsequential damage.	Contained, reversible impact managed by on site response	Less than \$5,000	Exceeds deadline by 5% of project timeline	Exceeds project budget by 5%
Minor (2)	First Aid Treatment	Short term temporary interruption - backlog cleared < 1 day	Substantiated, localised impact on community trust or low media item	Some temporary non compliances	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response	\$5,001 - \$50,000	Exceeds deadline by 10% of project timeline	Exceeds project budget by 10%
Moderate (3)	Medical treatment / Lost time injury <30 Days	Medium term temporary interruption - backlog cleared by additional resources < 1 Week	Substantiated, public embarrassment, moderate impact on community trust or moderate media profile	Short term non-compliance but with significant regulatory requirements imposed	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies	\$50,001 - \$200,000	Exceeds deadline by 15% of project timeline	Exceeds project budget by 15%
Major (4)	Lost time injury >30 Days / temporary disability	Prolonged interruption of services - additional resources; performance affected <1 Month	Substantiated, public embarrassment, widespread high impact on community trust, high media profile, third party actions	Non-compliance results in termination of services or imposed penalties to Shire / Officers	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies	\$200,001 - \$500,000	Exceeds deadline by 20% of project timeline	Exceeds project budget by 20%
Extreme (5)	Fatality, permanent disability	Indeterminate prolonged interruption of services non-performance > 1 month	Substantiated, public embarrassment, widespread loss of community trust, high widespread multiple media profile, third party actions	Non-compliance results in litigation, criminal charges or significant damages or penalties to Shire / Officers	Extensive damage requiring prolonged period of restitution. Complete loss of plant, equipment & building	Uncontained, irreversible impact	More than \$500,000	Exceeds deadline by 25% of project timeline	Exceeds project budget by 25%

MEASURES OF LIKELIHOOD

Level	Rating	Description	Frequency
5	Almost Certain	The event is expected to occur in most circumstances	More than once per year
4	Likely	The event will probably occur in most circumstances	At least once per year
3	Possible	The event should occur at some time	At least once in 3 years
2	Unlikely	The event could occur at some time	At least once in 10 years
1	Rare	The event may only occur in exceptional circumstances	Less than once in 15 years

RISK MATRIX

CONSEQUENCE		Insignificant	Minor	Moderate	Major	Catastrophic
LIKELIHOOD		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

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RISK ACCEPTANCE CRITERIA

Risk Rank	Description	Criteria	Responsibility
LOW	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
MODERATE	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
HIGH	Urgent Attention Required	Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring	Executive Manager DCEO/ CEO
EXTREME	Unacceptable	Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring	CEO / Council

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EXISTING CONTROLS RATINGS

Rating	Foreseeable	Description
Effective	There is <u>little</u> scope for improvement.	<ol style="list-style-type: none"> 1. Processes (Controls) operating as intended and aligned to Policies/Procedures. 2. Subject to ongoing monitoring. 3. Reviewed and tested regularly.
Adequate	There is <u>some</u> scope for improvement.	<ol style="list-style-type: none"> 1. Processes (Controls) generally operating as intended, however inadequacies exist. 2. Nil or limited monitoring. 3. Reviewed and tested, but not regularly.
Inadequate	There is a <u>need</u> for improvement or action.	<ol style="list-style-type: none"> 1. Processes (Controls) not operating as intended. 2. Processes (Controls) do not exist or are not being complied with. 3. Have not been reviewed or tested for some time.

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POLICY NUMBER	-	2.3
POLICY SUBJECT	-	2.3 Public Interest Disclosure Policy
DATE ADOPTED	-	19 July 2016
RESPONSIBLE OFFICER	-	Executive & Governance Officer
REVIEWED	-	27 February 2018 <u>21 February 2023</u>
REVIEWED	-	18 February 2020 (CMRef 0140)

Objective

To provide clear guidance to Councillors, employees, contractors and sub-contractors relating to public interest disclosures in accordance with the *Public Interest Disclosures Act 2003*.

To assist in ensuring the highest standards of ethics in behaviour are maintained in accordance with the Shire of Dowerin's objective of achieving a high performing organisation that serves its community efficiently and with high standards of integrity.

To ensure the Shire of Dowerin Integrity is trusted by the community it serves and is accountable for its actions.

Policy

This policy applies to all Councillors, employees, contractors and sub-contractors of the Shire of Dowerin.

Principles

The Shire of Dowerin does not tolerate corrupt or other improper conduct, including mismanagement of public resources, in the exercise of the public functions of the Shire of Dowerin and its elected members, employees and contractors.

The Shire of Dowerin is committed to the aims and objectives of the *Public Interest Disclosure Act 2003* (PID Act). It recognises the value and importance of contributions of employees to enhance administrative and management practices and strongly supports disclosures being made by employees as to corrupt or other improper conduct.

As a proper authority, the Shire of Dowerin is responsible for:

- Receiving disclosures;
- Investigating disclosures;
- Taking appropriate action; and
- Reporting.

The Shire of Dowerin will take all reasonable steps to provide protection to employees who make such disclosures from any detrimental action in reprisal for the making of a public interest disclosure.

The Shire of Dowerin will not tolerate any of its elected members, employees or contractors engaging in acts of victimisation or reprisal against those who make public interest disclosures.

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Roles and Responsibilities

Councillors

Councillors have the responsibility of ensuring they understand and comply with the requirements of this policy.

Chief Executive Officer

The Chief Executive Officer has responsibility to ensure this policy is implemented.

Executive & Governance Officer

The Executive & Governance Officer has responsibility to ensure this policy is reviewed and presented to Council for consideration.

Managers Deputy Chief Executive Officer

1. Ensure all current and new employees are aware of this policy; and
2. Ensure that this policy guides behaviours and actions of all employees and contractors.

Employees

1. Ensure they understand and comply with the requirements of this policy; and
2. Seek clarification from their supervisor or the PID Officer if they are unsure of the content or implications of this policy.

Related Legislation/Local Law/Policy/Procedure

Public Interest Disclosure Act 2003

Public Interest Disclosure Regulations 2003

State Records Act 2000

Public Sector Commission (www.publicsector.wa.gov.au)

Shire of Dowerin Code of Conduct

Shire of Dowerin Induction Manual

Shire of Dowerin Public Interest Disclosure Guidelines

Related Delegation

Nil

Document Control	
<u>Policy Number</u>	<u>2.3</u>
<u>Policy Version</u>	<u>4</u>
<u>Policy Owners</u>	<u>Executive & Governance Officer</u>
<u>Creation Date</u>	<u>19 July 2016</u>
<u>Last Review Date</u>	<u>27 February 2018</u> <u>18 February 2020 (CMRef 0140)</u> <u>27 February 2023 (CMRef XXXX)</u>
<u>Next Review Due</u>	<u>This policy will be reviewed annually or more often where circumstances require.</u>

POLICY NUMBER	-	2.5
POLICY SUBJECT	-	2.5 Common Seal & Document Signing Policy
DATE ADOPTED	-	18 August 2020 (CMRef 0265)
RESPONSIBLE OFFICER	-	Executive & Governance Officer
REVIEWED	-	27 February 2023

Objective

To establish in accordance with the requirements of Section 9.49A of the *Local Government Act 1995* (the Act):

1. Protocols for affixing and administration of the Shire of Dowerin Common Seal; and
2. Authority for the Chief Executive Officer (CEO) and other nominated officers to sign (execute) documents on behalf of the Shire of Dowerin.

Policy

A document is considered to have been duly executed when signed in the following ways;

- By affixing the common seal; or
- By the Chief Executive Officer, another employee or agent of the local government who has been authorised by resolution of the Council to sign documents on behalf of the local government.

If any of the following specify a particular way that a document is to be executed, it will take precedence over this Policy.

- Legislation;
- The formal requirements of a Commonwealth or State department, authority or agency (as described in a Policy or procedure); or
- Council decision.

Affixing Common Seal

The common seal is not to be affixed unless authorised by Council and may only be affixed in the presence of the Shire President and Chief Executive Officer, each of whom is to sign the document to attest that the common seal was so affixed.

In the absence of the Shire President and/or the Chief Executive Officer, the Deputy Shire President and Acting Chief Executive Officer are authorised to affix the common seal.

Council authorisation may be in the form of a specific Council resolution or as detailed within this policy.

Common Seal Register

Details of all instances where the common seal has been affixed will be recorded in a signed register.

The CEO will provide a monthly report to Council listing the documents that the Common Seal has been applied to (this is included in the Monthly Information Report provided to Council).

Execution by Authorised Officers

Officers identified in Appendix A of this policy are authorised for the purposes of section 9.49A of the *Local Government Act 1995* to sign those documents on behalf of the Shire of Dowerin.

Officers are restricted to executing documents, in accordance with this policy, that are directly related to their area of responsibility.

In the absence of an authorised officer, another officer may only execute the document where they have been appointed to act in the authorised officer's position.

It is the responsibility of the authorised officer to ensure they fully understand what they are executing on behalf of the Council and to assess the document to ensure it is appropriate for signing. Any queries must be addressed before this process is completed.

Documents and communications which relate to day-to-day routine communications or transactions do not require specific authorisation through this policy as they are the subject of Section 5.41(d) of the Act prescribing the Chief Executive Officer's duty to manage the day to day operations of the Shire of Dowerin. Such duties are undertaken by "acting through" officers.

Related Documentation

Nil

Related Legislation/Local Law/Policy/Procedure

Local Government Act 1995

State Records Act 2000 (record keeping requirements)

Related Delegation

Nil

Document Control	
Policy Number	2.5
Policy Version	2
Policy Owners	Executive & Governance Officer
Creation Date	18 August 2020 (CMRef 0265)
Last Review Date	18 August 2020 (CMRef 0265) 27 February 2023 (CMRef XXXX)
Next Review Due	This policy will be reviewed annually or more often where circumstances require.

Appendix A

Specific Authorities in Accordance with Section 9.49A(4) of the *Local Government Act 1995*

Item	Document Type Common Seal only to be applied where specified in the relevant document. Note: Authorities in table subject to limitations in clause 3.2.2	Category	Common Seal	Execution by Signature Only		
				President	CEO	DCEO
1	Local Laws - made and amended	1		X	X	X
2	Planning Schemes - adopted and amended	1		X	X	X
3	Land Transaction documents including: 1. Sale 2. Purchase 3. Vesting 4. Contributed assets 5. Notifications of factors affecting land under 70A of the <i>Land Transfer Act 1893</i> - lodge or withdraw 6. Easements - <u>by land transfer</u> a. Rights of carriage way; b. Rights of support to land burdened by buildings; c. Rights to erect a party wall; d. Rights to light and air (<i>Property Law Act 1969</i>); e. Rights to take water from wells or bores; f. Rights to install and operate drains and drainage works; g. Rights to install, maintain and operate oil, gas or other pipelines; h. Rights to install, maintain and operate electric power lines, telephone and other cables and supporting pylons; 7. Restrictive covenants - by land transfer 8. Deeds - land transfer for public purposes	1				X
4	Mortgages, Loans and Debentures	1		X	X	X
5	Power of Attorney to act for the Shire	1 / 2	X			X
6	Land Transaction documents including: 1. Caveats - registering and removing 2. Leases 3. Easements - <u>by deed, deposited plan or other legal instrument</u> a. Rights of carriage way; b. Rights to support to land burdened by buildings; c. Rights to erect a party wall; d. Rights to light and air (<i>Property Law Act 1969</i>); e. Rights to take water from wells or bores; f. Rights to install and operate drains and drainage works; g. Rights to install, maintain and operate oil, gas or other pipelines; and h. Rights to install, maintain and operate electric power lines, telephone and other cables and supporting pylons. 4. Restrictive Covenants - lodge, modify or withdraw (other than by land transfer)	2				X

Item	Document Type Common Seal only to be applied where specified in the relevant document. Note: Authorities in table subject to limitations in clause 3.2.2	Category	Common Seal	Execution by Signature Only		
				President	CEO	DCEO
	5. Deeds 6. Legal agreements					
7	State or Commonwealth Government Funding Agreements	2		X		X
8	Grants and Funding Agreements with private agencies (incoming and outgoing)	2		X		X
		3		X		X
9	Memorandum of Understanding	2				X
10	Contracts and legal instruments , including contract variations, related to: 1. Procurement Contracts 2. Service Agreements (incoming or outgoing services) 3. Heritage Agreements 4. Acquittal of planning conditions 5. Maintenance of the public realm	2		X		X
11	Development, building, occupancy, subdivision and strata-title approvals for Shire land	3	X	X		X
12	Memorial 1. <i>Deed Poll Registration: A document lodged under the Registration of Deeds Act 1856, notifying the change of name of a person</i> 2. <i>Memorial of Advertisement: A document lodged at the Office of Titles by an Local Authority evidencing that the legal requirements necessary to sell land for the non-payment of rates, have been attended to</i> 3. <i>Prohibited dealings in land: A document lodged at the Office of Titles under one of a number of statutes, which when noted on a Certificate of Title acts as a caveat</i>	3	X	X		X
13	Documents that fulfil a statutory local government duty or power , for which there is no power of delegation of authorisation and is a matter which constitutes a potential risk to the Shire	4	X	X		X
14	Communications on behalf of the Shire with Commonwealth or State Ministers	2 / 3	X			X
15	Communications on behalf of the Shire with CEO's of: 1. Commonwealth or State Government Departments 2. Industry representative bodies		3 / 4	X	X	
16	Communications on behalf of the Shire, relevant to day-to-day operations of the Shire and which are subject of a level of political sensitivity or potential risk to the Shire	3 / 4	X	X		
17	Ceremonial Certificates - Common Seal may be affixed at the President's discretion: 1. Honorary Freeman 2. Honorary Citizenship	3 / 4				X

Item	Document Type Common Seal only to be applied where specified in the relevant document. Note: Authorities in table subject to limitations in clause 3.2.2	Category	Common Seal	Execution by Signature Only		
				President	CEO	DCEO
18	Deeds of Settlement - Employee matters	4	X	X		X
19	Enterprise Bargaining Agreements	4	X	X		X

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POLICY NUMBER	-	2.6
POLICY SUBJECT	-	2.6 Senior Employees and Acting Chief Executive Officer Policy
DATE ADOPTED	-	26 March 2019 (Item 10.2.3)
RESPONSIBLE OFFICER	-	Chief Executive Officer
<u>REVIEWED</u>	-	<u>27 February 2023</u>

Objective

To designate the employee positions which are determined by the Shire as 'senior employees' for the purposes of Section 5.37 of the *Local Government Act 1995*.

To provide direction in the appointment of an Acting Chief Executive Officer during periods of less than 10 working days absence of the Chief Executive Officer.

Policy

Council has designated the following positions to be classified as 'Senior Employees' for the purpose of the Act:

1. ~~Manager Corporate & Community Services; and Deputy Chief Executive Officer~~
2. ~~Manager Works & Assets.~~

Acting Chief Executive Officer

Council has determined that employees that are appointed in one of the above positions are suitably qualified to be appointed as Acting CEO by the CEO, from time to time, when the CEO is on periods of leave subject to the following conditions;

1. The CEO is not an interim CEO or Acting in the position;
2. The term of appointment is no longer than 10 working days consecutive;
3. That the employee's employment conditions are not varied other than the employee is entitled at the CEO's discretion, no greater than the salary equivalent to that of the CEO during the Acting period.

In the case of the unavailability of the CEO due to an emergency, the Manager Corporate & Community Services is automatically appointed as the Acting CEO for up to 10 working days from commencement, and continuation is then subject to determination by the Council.

All other interim, Acting or CEO appointments to be referred to Council.

Roles and Responsibilities

Chief Executive Officer

The Chief Executive Officer is responsible for ensuring this policy is implemented.

Related Documentation

Nil

Related Legislation/Local Law/Policy/Procedure

Section 5.37 - *Local Government Act 1995*

Section 5.36(2)(A) - Local Government Act 1995

Related Delegation

Nil

Document Control	
Policy Number	2.6
Policy Version	23
Policy Owners	Chief Executive Officer
Creation Date	26 March 2019 (Item 10.2.3)
Last Review Date	8 March 2022 (Item 12.2 CMRef 0591) 27 February 2023 (CMRef XXXX)
Next Review Due	This policy will be reviewed annually or more often where circumstances require.

POLICY NUMBER	-	5.1
POLICY SUBJECT	-	5.1 Dowerin Home Care - Volunteer Driver Allowance Policy
DATE ADOPTED	-	22 October 2019 (CMRef 0068)
RESPONSIBLE OFFICER	-	Deputy Chief Executive Officer
REVIEWED	-	27 February 2023 (CMRef XXXX)

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Objective

To recognise and support the important contribution to our community made by the volunteer drivers of Dowerin Home Care (DHC), through the provision of a vehicle and an Allowance when transporting eligible residents to either Northam or Perth.

Policy

The Shire of Dowerin recognises and supports Dowerin Home Care's objective of caring for older residents who need assistance to keep living independently at home and in our community.

The Shire has agreed to provide a fully maintained vehicle for DHC volunteers to utilise when transporting eligible residents to appointments and activities in Northam and Perth that are not available within the Shire of Dowerin.

The Shire has also agreed to provide an Allowance to ensure volunteers are not out of pocket in any way when transporting our residents to Northam or Perth.

This Policy will be reviewed on an annual basis as part of budget deliberations.

The Allowance applicable to this Policy is:

1. \$15 per return trip to Northam; and
2. \$30 per return trip to Perth.

Further References

Shire of Dowerin Code of Conduct

Document Control	
Policy Number	5.1
Policy Version	2
Policy Owners	Deputy Chief Executive Officer
Creation Date	22 October 2019 (CMRef 0068)
Last Review Date	21 February 2023 (CMRef XXXX)
Next Review Due	This policy will be reviewed bi-annually or more often where circumstances require.

POLICY NUMBER	-	5.3
POLICY SUBJECT	-	5.3 - Community Bus Hire Policy
DATE ADOPTED	-	21 April 2020 (CMRef 0175)
RESPONSIBLE OFFICER	-	Manager Corporate & Community Services Deputy Chief Executive Officer
REVIEWED	-	<u>21 February 2023 (CMRef XXXX)</u>

Objective

To provide guidance to staff and users for the hire and acceptable use of the Community Bus.

Policy

The purpose of the Community Bus is to provide transport for seniors and local community groups, particularly those based in Dowerin.

The bus is housed at the Shire Administration Office, and the Shire is responsible for managing the hire bookings and maintaining the bus.

The bus is a manual vehicle with a maximum seating capacity of twenty one (21) persons including the driver. The bus does not have disabled access.

The bus is equipped with heating and air conditioning. The bus uses diesel fuel and must be refuelled prior to return. The hire of the bus does not include a driver. The bus contains a first aid kit and a fire extinguisher.

Conditions of Hire are included within the Hire Agreement available on the Shire website or at the Shire Administration Office. The Conditions of Hire to be reviewed periodically by the CEO.

Eligibility

To be eligible to hire the Community Bus, hirers must be a resident of the Shire or a member of a community group operating within the Shire. Any variations to this must be approved in advance by the Chief Executive Officer.

Roles & Responsibilities

Councillors

Councillors have the responsibility of ensuring they understand and comply with the requirements of this policy.

Chief Executive Officer

The Chief Executive Officer has responsibility to ensure this policy is implemented.

~~Manager Corporate & Community Services Deputy Chief Executive Officer~~

The ~~Manager Corporate & Community Services Deputy Chief Executive Officer~~ has responsibility to ensure this policy is reviewed and presented to Council for consideration, and for ensuring Administration Staff are informed of any amendments to the policy.

Administration Staff

Administration Staff have the responsibility to ensure the policy is adhered to when taking and making hire bookings, and for informing prospective hirers of the requirements of this policy.

Related Documentation

Nil

Related Legislation/Local Law/Policy/Procedure

Community Bus Hire Agreement
Community Bus Driver's Report Form
Community Bus Booking Procedure
Schedule of Fees & Charges

Related Delegation

Nil

Document Control	
<u>Policy Number</u>	<u>5.3</u>
<u>Policy Version</u>	<u>2</u>
<u>Policy Owners</u>	<u>Executive & Governance Officer</u>
<u>Creation Date</u>	<u>21 April 2020 (CMRef 0175)</u>
<u>Last Review Date</u>	<u>21 February 2023 (CMRef XXXX)</u>
<u>Next Review Due</u>	<u>This policy will be reviewed annually or more often where circumstances require.</u>

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POLICY NUMBER	-	7.4
POLICY SUBJECT	-	7.4 Employee Health and Well Being Policy
DATE ADOPTED	-	15 August 2017
RESPONSIBLE OFFICER	-	Deputy Chief Executive Officer
REVIEWED	-	20 August 2019 (CMRef 0033)

Objective

To encourage and support the health, fitness and general wellbeing of Shire Staff.

Policy

Health Services

The Shire of Dowerin supports employee participation in the range of health services provided through the Municipal Workcare Scheme. These include: Health Assessments; Skin Cancer Screenings; Flu Vaccinations; Health Seminars / Workshops; Audiometric testing; Healthy Lifestyle Programs (such as walking challenges, quit smoking programs, support from a nutritionist or exercise physiologist); Ergonomic Assessments; and Manual Task Training.

Swimming Pool and Gym Membership Subsidy

The Shire of Dowerin offers to all permanent staff members, a non-transferable, non-redeemable adult membership to the Dowerin All-hours Gym and a non-transferable, non-redeemable adult/family pass for the Dowerin Memorial Swimming Pool. Staff are required to cover the cost of the New Gym Joining Fee and a Replacement Card (should they lose theirs).

Staff Support Services

The Shire of Dowerin offers staff support services, in the form of confidential counselling services through LGIS, to assist employees experiencing personal and / or work related issues.

Roles and Responsibilities

Chief Executive Officer

The Chief Executive Officer has responsibility to ensure this policy is implemented in an open and transparent manner.

Managers and Supervisors

Managers and Supervisors have responsibility to ensure employees are aware of this policy and actively promote and supports its implementation.

Employees

Employees have responsibility to support each other to access health and wellbeing initiatives.

Related Documentation

Nil

Related Legislation/Local Law/Policy/Procedure

Nil

Related Delegation

Nil

Document Control	
<u>Policy Number</u>	<u>7.4</u>
<u>Policy Version</u>	<u>3</u>
<u>Policy Owners</u>	<u>Executive & Governance Officer</u>
<u>Creation Date</u>	<u>15 August 2017</u>
<u>Last Review Date</u>	<u>20 August 2019 (CMRef 0033)</u> <u>21 February 2023 (CMRef XXXX)</u>
<u>Next Review Due</u>	<u>This policy will be reviewed annually or more often where circumstances require.</u>

POLICY NUMBER	-	7.8
POLICY SUBJECT	-	7.8 Equal Opportunity Employment Policy
DATE ADOPTED	-	20 August 2019 (CMRef 0034)
RESPONSIBLE OFFICER	-	Manager Corporate & Community Services Chief Executive Officer
REVIEWED	-	27 February 2023 (CMRef XXXX)

Purpose

To detail the Shire of Dowerin’s commitment to Equal Opportunity.

Policy Statement

This Council recognises its legal obligations under the *Equal Opportunity Act 1984* and will actively promote equal employment opportunity based solely on merit to ensure that discrimination does not occur on the grounds of gender, marital status, pregnancy, race, disability, religious or political convictions.

This policy applies to all elected members, employees and contractors to the Shire of Dowerin.

Guidelines

1. All offers of employment within this Council will be directed towards providing equal opportunity to prospective employees provided their relevant experience, skills and ability meet the minimum requirements for engagement.
2. All employment training with this Council will be directed towards providing equal opportunity to all employees provided their relevant experience, skills and ability meet the minimum requirements for such training.
3. All promotional policies and opportunities with this Council will be directed towards providing equal opportunity to all employees provided their relevant experience, skills and ability meet the minimum requirements for such promotion.
4. The equal employment opportunity goals of this Council are designed to provide an enjoyable, challenging, involving, harmonious work environment for all employees where each has the opportunity to progress to the extent of their ability.
5. ~~The Shire of Dowerin Council~~ will not tolerate harassment within its workplace. Harassment is defined as any unwelcome, offensive actions or remark concerning a person’s race, colour, language, ethnicity, political or religious convictions, gender, marital status or disability.

Related Policies & Procedures

- Code of Conduct
- Bullying, Discrimination & Harassment Policy
- Grievances, Investigations & Resolutions Policy
- Disciplinary Policy
- Grievances, Investigations & Resolutions Procedure

Document Control	
<u>Policy Number</u>	<u>7.8</u>
<u>Policy Version</u>	<u>2</u>
<u>Policy Owners</u>	<u>Chief Executive Officer</u>

<u>Creation Date</u>	<u>20 August 2019 (CMRef 0034)</u>
<u>Last Review Date</u>	<u>21 February 2023 (CMRef XXXX)</u>
<u>Next Review Due</u>	<u>This policy will be reviewed annually or more often where circumstances require.</u>

POLICY NUMBER	-	7.15
POLICY SUBJECT	-	7.15 Education and Assistance Policy
DATE ADOPTED	-	25 September 2018 (Item 10.1.1)
RESPONSIBLE OFFICER	-	Manager Corporate & Community Services <u>Deputy Chief Executive Officer</u>
REVIEWED	-	<u>27 February 2023 (CMRef XXXX)</u>

Objective

The Shire of Dowerin is committed to providing an environment in which its employees are adequately equipped to achieve their career and professional development needs relevant to their employment.

All employees have equal access to training and development opportunities promoted by the Shire and/or courses of study that will contribute to the improvement of their professional skills and knowledge relevant to their employment with the Shire, as identified in the staff performance review process.

This policy provides guidance in administering an employee's request for further education assistance and specifies what the types of expenses that will be reimbursed by the Shire will reimburse employees for expenses incurred as well as any leave allocation while undertaking approved courses of study, as part of their career planning.

Policy

The Shire of Dowerin supports and encourages employees to undertake studies appropriate to the needs of the Shire.

The Shire recognises that employees will from time to time aspire to upgrade their knowledge and skills.

1. Education (being acquisition of general, tertiary and professional skills and qualification) is the responsibility of the individual employee.
2. The Shire will provide regular opportunities for employees of the Shire to upgrade or enhance their skills.
3. This policy only applies to full time and part time employment. Employees who are a trainee, apprentice, casual and employees on a temporary contract of 12 months or less will not be eligible to apply.
4. The employee must gain Manager and Chief Executive Officer approval of the course prior to seeking assistance under this policy.
5. The Shire is supportive of employees who seek further education and, through the Chief Executive Officer, an application may be considered and/or approved under the following considerations:
 - a. the studies are relevant to the current position or potential future career development;
 - b. the extent to which the department/section will be inconvenienced;
 - c. the employees past work performance and behaviour.

Contribution to Fees

1. When it is financially advantageous to do so the Shire will consider paying the fees incurred upfront in order to receive any discount offered by their respective Educational Institution.
2. The employee pays for the fees and thereafter provides a copy of their receipt and statement of results at the end of the semester at which time the Shire will repay the employee up to 100% upon proof of completion and passing of the course. A statement of results as well as a copy of the payment receipt is required for reimbursement.
3. A repayment scale is applied if an employee leaves the Shire within 2 years from the date they received the payment:
 - a. Within 6 months - 100% repay to the Shire
 - b. Within 12 months - 75% repay to the Shire
 - c. Within 18 months - 50% repay to the Shire
 - d. Within 24 months - 25% repay to the Shire
4. The Shire will not make any contribution towards the books, parking, campus fines, memberships, guild fees, travel costs or other costs associated with the course of study undertaken.
5. All requests for assistance from the Shire should be made and approved within a financial year and not be carried into a second financial year.
6. The need for an employee to repeat a unit shall be deemed to be unsatisfactory performance and the employee will not receive further assistance from the Shire.
7. Fees paid to employees who work part-time hours will be calculated on a pro-rata system calculated as a percentage of a full time equivalent figure based on the employee's normal hours of work.
8. All costs, other than salaries, incurred under this policy will be costed against the Shire's training budget.

Leave Arrangements

The Shire will provide the opportunity for an employee to take time off (study leave) of up to 5 hours per week, provided that such time is made up and does not interfere with Council operations significantly, excepting in the case of employees classified as "trainee", "cadet" or "apprentice" where additional Study Leave may be granted by the Chief Executive Officer.

Roles and Responsibilities

Chief Executive Officer

The Chief Executive Officer has responsibility to ensure this policy is implemented.

Managers and Supervisors

Managers and supervisors have responsibility to ensure employees are aware of this policy and actively promote professional development of staff as part of this policy.

Related Documentation

Study Assistance Application Form

Related Legislation/Local Law/Policy/Procedure

Strategic Community Plan – Our Leaders – Outcome 3 – Commitment to continuous improvement in service delivery and good governance practices ensures the Shire is adaptive to evolving community needs.

Related Delegation

Nil

Document ControlPolicy Number7.15Policy Version2Policy OwnersDeputy Chief Executive OfficerCreation Date25 September 2018 (Item 10.1.1)Last Review Date21 February 2023 (CMRef XXXX)Next Review DueThis policy will be reviewed annually or more often where circumstances require.

POLICY NUMBER	-	4.1
POLICY SUBJECT	-	4.1 Fuel Stock Control Policy
DATE ADOPTED	-	24 October 2017 (Item 9.1.3)
RESPONSIBLE OFFICER	-	Assets and Works Coordinator
REVIEWED	-	

Objective

This policy provides guidelines for monitoring and managing the amount of fuel stock within the Shire to ensure that there are suitable levels of diesel available for operations at all times.

It is the responsibility of the Assets and Works Coordinator (AWC) to ensure that the fuel stock control policy is adhered to by all employees.

Policy

Purchase of Stock

It is AWC's responsibility to:

1. Identify fuel stock and ensure that appropriate levels are held at all times;
2. Monitor all fuel stock levels and 'stock turns' (how many times stock turns over in a year);
3. ~~Regularly review sales budgets and order necessary stock in line with budgets;~~
4. Negotiate with suppliers for best price, quality, delivery methods and returns policy;
5. Order all fuel stock required;
6. Maintain "preferred suppliers" list; and
7. Purchase of all fuel stock must be authorised by the AWC or DCEO.

All fuel stock purchases must be requested by using a purchase order and adhere to the purchasing policy.

Receiving Fuel Stock

When fuel stock is received from the supplier, it is the AWC or Leading Hand's responsibility to:

1. Review delivered items to delivery docket, including quantity, quality and completeness of order;
2. Match delivery docket to purchase order;
3. Store the fuel stock securely and in allocated area;
4. Update all fuel stock records for receipt of goods; and
5. Inform the AWC or DCEO of any under/over-supply of fuel stock.

Managing Stock

It is the AWC's responsibility to:

1. Identify fuel stock and ensure that appropriate levels are held at all times;
2. Monitor all fuel stock levels and stock turns;
3. ~~Regularly review sales budgets and ensure that fuel stock is ordered in line with budgets;~~
4. Monitor re-order levels and ensure orders are placed in adequate time to reduce non-availability of fuel stock;
5. Ensure that all staff are aware of new supplier, price changes and procedures for accurate recording of all fuel stock movements;

6. Ensure that there are adequate controls (physical and administrative) in place to minimise theft and/or waste of all stock items; and
 7. Organise and oversee physical stock take twice a year and match records of stock take to administrative and financial records.
-

Roles and Responsibilities

Related Documentation

Purchasing Policy

Finance Authorisation Policy

New Supplier or Contractor Appointment Approval Policy

Related Legislation/Local Law/Policy/Procedure

Related Delegation

POLICY NUMBER	-	7.16
POLICY SUBJECT	-	7.16 Prescription Safety Glasses Policy
DATE ADOPTED	-	22 January 2019 (Item 10.1.2)
RESPONSIBLE OFFICER	-	Manager Works & Assets
REVIEWED	-	

Objective

To comply with the *Occupational Health and Safety Act 1984* in providing appropriate personal protective equipment (PPE) for employees.

To provide prescription safety glasses for employees where optical aids are required and their regular duties require the use of safety glasses.

Policy

This policy applies to all Shire employees with the exception of employees on casual contracts, independent contractors and volunteers.

Reimbursing an employee for prescription safety glasses will only be approved when the safety glasses provided by the Shire, which fit over prescription glasses, do not fit properly and therefore are not fit for purpose.

If a reimbursement is approved, based on the above, the Shire will reimburse employees for the cost of prescription safety glasses up to a maximum value of \$200.

Employees may purchase glasses costing more than this amount, however they will only be reimbursed the prescribed amount above. If the amount is less than the prescribed amount or the employee obtains any kind of rebate which brings the total cost of the glasses to less than the prescribed amount, the Shire will only reimburse the employee for their out-of-pocket expenses. Employees wishing to be reimbursed will be required to produce:

1. A receipt for the glasses; and/or
2. A private health insurance or other rebate receipt (if applicable).

Employees are responsible for ensuring that all glasses purchased comply with the Australian/New Zealand standards:

1. AS/NZS 1337:1992 Eye protectors for industrial applications; and
2. AS/NZS 1338:1992 Filters for eye protectors.

Prescription safety glasses may be replaced where:

1. they are lost or stolen;
2. they are scratched or damaged during regular work duties; or
3. the employee's prescription changes.

Employees are entitled to one (1) pair of prescription safety glasses per financial year. The Shire will only consider replacing glasses more than once per year in extenuating circumstances.

Roles and Responsibilities

Chief Executive Officer

The Chief Executive Officer has a responsibility to ensure this policy is implemented.

Managers and Supervisors

Managers and supervisors have a responsibility to ensure employees are aware of this policy.

Related Documentation

Occupational Safety Health and Environmental Policy

Related Legislation/Local Law/Policy/Procedure

Occupational Health and Safety Act 1984

Occupational Health and Safety Regulations 1996

AS/NZS 1337: 1992 Eye protectors for industrial applications

AS/NZS 1338: 1992 Filters for eye protectors

Related Delegation

Nil

RESCIND

LGE 028

Ms Rebecca McCall
Chief Executive Officer
Shire of Dowerin
13 Cottrell Street
DOWERIN WA 6461

Dear Ms McCall

Local Government Ordinary Election: 2023

The next local government ordinary elections are being held on 21 October 2023. While this is still some distance in the future, I have enclosed an estimate for your next ordinary election to assist in your 2023/2024 budget preparations.

The estimated cost for the 2023 election if conducted as a postal ballot is \$13,000 inc GST, which has been based on the following assumptions:

- 500 electors
- response rate of approximately 60%
- 4 vacancies
- count to be conducted at the offices of the Shire of Dowerin
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply for the lodgement of the election packages.

An additional amount of \$125 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages.

The Commission is required by the *Local Government Act* to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors.

Costs not incorporated in this estimate include:

- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission incurred as part of an invalidity complaint lodged with the Court of Disputed Returns
- the cost of any casual staff to assist the Returning Officer on election day or night
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

As you are aware, the Government is currently considering reforms to the *Local Government Act 1995*, which include how elections are to be conducted. In order to assist with your local government's budget planning, we have included, to the best of our knowledge, costs that will arise from the changes proposed in legislation. For example, if under the amendments your local government will be required to conduct a mayoral/presidential election this has been included.

Some local governments may also note an increase in costs from their 2021 ordinary costs. These include increases arising from inflation in recent years affecting salaries for Returning Officers and other staff, printing and packaging costs as well as the increase in postage announced by Australia Post. Additional costs from the Commission have been included arising from improved processing procedures and additional resources to supplement the Commission's education, complaints management, investigation and legal efforts.

In order for the Commission to be responsible for the conduct of your election, the first step required by the *Local Government Act 1995* is my written agreement to undertake the election.

As such, you may take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2023 for the Shire of Dowerin in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required. My agreement is subject to the proviso that the Shire of Dowerin also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

In order to achieve this, your council would need to pass the following two motions by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2023 ordinary elections together with any other elections or polls which may be required
- Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

It would be greatly appreciated if this item was considered at your March council meeting, to enable the Commission to have sufficient time to work with you to effectively conduct the election.

I look forward to conducting this election for the Shire of Dowerin in anticipation of an affirmative vote by Council. If you have any further queries please contact Shani Wood Director, Election Operations on 9214 0400.

Yours sincerely



Robert Kennedy
ELECTORAL COMMISSIONER

9 February 2023

Integrated Strategic Plan

Shire Priorities

Quarterly Report – January 2023



Status Legend	
Not Commenced	●
In Progress	●
Completed	●

1 Our Community - “We live in a diverse, healthy, safe and connected community”

No	Community Priority	No	Actions	21 22	22 23	23 24	24 25	Status	Quarterly Update
1.1	Provide access to programs and services that connect residents and meet the needs of our community	1.1.1	Continue to advocate, support and value service delivery to our community	✓	✓	✓	✓	●	No change to current levels of service delivery.
		1.1.2	Source funding and co-ordinate delivery on initiatives that support arts, culture, and learning	✓	✓	✓	✓	●	Funding secured & implementation continues; hosted Christmas Festival & Australia Day Breakfast in reporting period.
		1.1.3	Actively work with our community to strengthen relations to enhance safety, wellbeing, and a sense of belonging	✓	✓	✓	✓	●	Community stakeholder relations ongoing.
1.2	Support and maintain facilities that connect people, and promote an active and healthy community	1.2.1	Review and action the Shire Disability Access and Inclusion Plan (DAIP)	✓	✓	✓	✓	●	Next review due in July 2023.
		1.2.2	Establish service levels in line with community expectations, budget, and workforce capacity	✓	✓	✓	✓	●	Programmed service levels reviews for community development & transport to commence in February 2023.
.3	Encourage and support volunteers and community groups to strengthen an active volunteer base	1.3.1	Partner with community groups to develop and implement viable volunteer models	✓	✓	✓	✓	●	Working with the CRC & DCC to identify appropriate solutions.
		1.3.2	Advocate and support volunteer networks to expand the volunteer base across the region with a focus on continuous improvement	✓	✓	✓	✓	●	Advocacy and support ongoing.

		1.3.3	Continue to share and provide resources to community groups to encourage the capability and capacity of volunteers	✓	✓	✓	✓	●	Support and assistance provided upon request.
1.4	Boost and continue to support the youth of Dowerin through projects, workshops, funding opportunities and promotion of youth leadership	1.4.1	Implement actions from the Youth Plan	✓	✓	✓	✓	●	<p>Planning underway to implement action 3.1.1 Skate Park Redevelopment; project plan to be finalised.</p> <p>Funding secured and planning finalised to implement action 1.1 Encourage skill and development training and action 3.1 Engage with young people in the development of public spaces and community Facilities: Street Banner Project – due to commence in March 2023.</p> <p>Implementation of action 2.2 Facilitate increased training and employment opportunities for young people; hosting of 1 school workplace placement in reporting period.</p> <p>Action 1.1 Encourage skill development and training, continuing to support student Solar Bench Project.</p>
		1.4.2	Maintain a strong supportive relationship with the Dowerin District High School to encourage youth development	✓	✓	✓	✓	●	Supportive relationship in place.

2 Our Economy - *“We are an attractive location to invest, live, play, visit and work”*

No	Community Priority	No	Actions	21 22	22 23	23 24	24 25	Status	Quarterly Update
2.1	Attract investment, create jobs, and support small business growth	2.1.1	Proactively support the Dowerin Business Association and in partnership deliver identified initiatives	✓	✓	✓	✓	●	Continue as silent administrator of DBA; Discussions held with Wyalkatchem Business Group to facilitate joint meetings with DBA.
		2.1.2	Identify opportunities and strategies for attracting new businesses and expanding existing businesses	✓	✓	✓	✓	●	Investment opportunities advertised on Shire website; Discussions held with RDA to facilitate economic development workshops with Council commencing in February 2023.

		2.1.3	Identify and implement initiatives to attract and retain population	✓	✓	✓	✓	●	Campaigns to date broadly promote Dowerin.
		2.1.4	Implement a Marketing Plan that promotes the lifestyle and opportunities within Dowerin	✓	✓	✓	✓	●	Shire website promotes Dowerin's lifestyle opportunities; Utilisation of Dowerin Brand for marketing purposes; Pictorial library refreshed with new content.
2.2	Encourage, promote, and deliver activities and events that promote our region	2.2.1	Promote and develop tourism and maintain local attractions	✓	✓	✓	✓	●	Refurbishment of Tin Dog Walk & Bird Hide near finalisation; Participated in AGO and Wheatbelt Way campaigns;
		2.2.2	Investigate and implement opportunities to further develop Dowerin Short Stay Accommodation	✓	✓	✓	✓	●	Implementation of SSA marketing plan ongoing; Review of the SSA Stage 3 Business Case commenced.
		2.2.3	Partner with NEWTravel and Pioneer's Pathway to promote the region as a great place to visit	✓	✓	✓	✓	●	Continued liaison & product development with Wheatbelt Way and Pioneers' Pathway to promote region.

3 Our Infrastructure - "We have functional infrastructure that meets the needs of the community"

No	Community Priority	No	Actions	21 22	22 23	23 24	24 25	Status	Quarterly Update
3.1	Work with regional partners to advocate for improved services, energy reliability and telecommunications coverage	3.1.1	Advocate for solutions to mobile blackspots and expansion of the NEWROC telecommunications network	✓	✓	✓	✓	●	Dowerin - Meckering & Hindmarsh Back Roads; first priority blackspot area received funding for 2022/23 and 2023/24. Surveying and design completed. Solution and second priority blackspot area identified, however deemed not appropriate or value for money for the Dowerin community.
		3.1.2	Advocate and seek funding for renewable power, emergency back-up and a micro-grid that will complement current and sustainable power supplies within the region	✓	✓	✓	✓	●	NEWROC developed its energy vision to articulate the vision, purpose, projects & outcomes.
3.2	Sustainably manage assets and infrastructure	3.2.1	Review and implement the Shire Strategic Resource Plan	✓	✓	✓	✓	●	Asset Management Plan & Long-Term Financial Plan adopted.

		3.2.2	Review Shire facilities and develop a Community Facilities and Property Plan	✓				●	Draft in place.
		3.2.3	Develop and implement a Masterplan for the upgrade of public spaces		✓	✓	✓	●	Due to commence in 22/23
3.3	Housing meets existing and future community need for families and workers	3.3.1	Investigate and implement opportunities for appropriate housing investment models for Dowerin		✓	✓	✓	●	Investigations commenced.

4 Our Natural Environment - *"We manage our natural environment appropriately to ensure a sustainable future for our community"*

No	Community Priority	No	Actions	21 22	22 23	23 24	24 25	Status	Quarterly Update
4.1	Deliver a sustainable and progressive approach to natural resource and waste management	4.1.1	Develop and implement a Waste Management Strategy	✓	✓	✓	✓	●	Due diligence progressing; Contractor engaged to prepare Refuse Closure Management Plan.
		4.1.2	Develop and implement a Shire Water Management Plan	✓	✓	✓	✓	●	Scheduled completion June 2022 deferred until December 2023.
		4.1.3	Prepare management plans for Shire reserves		✓			●	Due to commence in 22/23.
		4.1.4	Develop and implement a Sewage Management Plan		✓	✓	✓	●	Not due to commence until 22/23.

5 Our Organisation - *"We are recognised as a transparent, well governed, and effectively managed Local Government"*

No	Community Priority	No	Actions	21 22	22 23	23 24	24 25	Status	Quarterly Update
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5.1	Engage proactively with our community and provide quality community service	5.1.1	Review and improve processes and systems to be more responsive to community needs and customer relations	✓	✓	✓	✓	●	Review deferred until 2023.
		5.1.2	Continue to uphold our Customer Service Charter	✓	✓	✓	✓	●	Review completed; Implementation ongoing.
		5.1.3	Undertake a community satisfaction survey every two years		✓		✓	●	Completed last reporting period.
5.2	Operate ethically professionally and in a transparent manner to our community and stakeholders	5.2.1	Continue to review and develop policy and frameworks that reflects our values and decision-making outcomes	✓	✓	✓	✓	●	Reviewed regularly.
		5.2.2	Improve communication to inform our community of decision-making criteria	✓	✓	✓	✓	●	Implementation; reviewed annually.
5.3	Ensure planning, reporting, and resourcing is in accordance with compliance and statutory requirements	5.3.1	Continue to implement and monitor the Integrated Planning and Reporting milestones	✓	✓	✓	✓	●	Monitoring continues through quarterly reports.
		5.3.2	Continue to improve compliance with statutory and regulatory requirements	✓	✓	✓	✓	●	All requirements complied with.
		5.3.3	Continue to foster a respectful, strong and supportive organisational culture	✓	✓	✓	✓	●	Ongoing.
5.4	Advocate and lobby effectively on behalf of our community	5.4.1	Maximise the ability to advocate with members of Great Eastern Country Zone, North Eastern Wheatbelt Regional Organisation of Councils (NEWROC), and the WA Local Government Association	✓	✓	✓	✓	●	Advocation takes place when required.
		5.4.2	Increase collaboration amongst stakeholders and surrounding local governments to identify opportunities that will improve local and regional service delivery	✓	✓	✓	✓	●	Collaboration ongoing & new opportunities considered.



WESTERN AUSTRALIAN
Electoral Commission

LGE 028

Ms Rebecca McCall
Chief Executive Officer
Shire of Dowerin
13 Cottrell Street
DOWERIN WA 6461

Dear Ms McCall

Local Government Ordinary Election: 2023

The next local government ordinary elections are being held on 21 October 2023. While this is still some distance in the future, I have enclosed an estimate for your next ordinary election to assist in your 2023/2024 budget preparations.

The estimated cost for the 2023 election if conducted as a postal ballot is \$13,000 inc GST, which has been based on the following assumptions:

- 500 electors
- response rate of approximately 60%
- 4 vacancies
- count to be conducted at the offices of the Shire of Dowerin
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply for the lodgement of the election packages.

An additional amount of \$125 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages.

The Commission is required by the *Local Government Act* to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors.

Costs not incorporated in this estimate include:

- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission incurred as part of an invalidity complaint lodged with the Court of Disputed Returns
- the cost of any casual staff to assist the Returning Officer on election day or night
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

As you are aware, the Government is currently considering reforms to the *Local Government Act 1995*, which include how elections are to be conducted. In order to assist with your local government's budget planning, we have included, to the best of our knowledge, costs that will arise from the changes proposed in legislation. For example, if under the amendments your local government will be required to conduct a mayoral/presidential election this has been included.

Some local governments may also note an increase in costs from their 2021 ordinary costs. These include increases arising from inflation in recent years affecting salaries for Returning Officers and other staff, printing and packaging costs as well as the increase in postage announced by Australia Post. Additional costs from the Commission have been included arising from improved processing procedures and additional resources to supplement the Commission's education, complaints management, investigation and legal efforts.

In order for the Commission to be responsible for the conduct of your election, the first step required by the *Local Government Act 1995* is my written agreement to undertake the election.

As such, you may take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2023 for the Shire of Dowerin in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required. My agreement is subject to the proviso that the Shire of Dowerin also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

In order to achieve this, your council would need to pass the following two motions by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2023 ordinary elections together with any other elections or polls which may be required
- Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

It would be greatly appreciated if this item was considered at your March council meeting, to enable the Commission to have sufficient time to work with you to effectively conduct the election.

I look forward to conducting this election for the Shire of Dowerin in anticipation of an affirmative vote by Council. If you have any further queries please contact Shani Wood Director, Election Operations on 9214 0400.

Yours sincerely



Robert Kennedy
ELECTORAL COMMISSIONER

9 February 2023