SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

Attachment Booklet
July 2024

ATTACHMENT BOOKLET – July 2024

Item	Description
8.1	Ordinary Council Meeting Minutes – 25 June 2024
8.2	Special Council Meeting Minutes – 16 July 2024
8.3	Agenda Forum Notes – 16 July 2024
CC02-07/24	Accounts for Payment June 2024
CC03-07/24	Financial Statements for the Period Ending 31 May 2024
ID01-07/24	June 2024 Development Delegated Authority Report
ID02-07/24	Attachment 1: Proposed Road Naming Plan Attachment 2: IDHS Article
ID03-07/24 ID04-07/24	Survey Plan
CEO02-07/24	Petition received from the Irwin Districts Historical Society
CEO03-07/24	Long Term Financial Plan 2024-2039
10.2.1	WHS Committee Meeting Minutes

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 July 2024

Item 8.1

Attachment 1

Ordinary Council Meeting Minutes
25 June 2024

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

MINUTES

Of the

Ordinary Council Meeting

held on

Tuesday 25 June, 2024

in the

Council Chambers
11-13 Waldeck Street, Dongara

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MINUTES

of the

ORDINARY COUNCIL MEETING

Held on

25 June 2024

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President welcomed Councillors, Staff and Members of the Gallery then declared the Meeting open at 6.00pm.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Members

Councillor M Leonard	President
Councillor B Wyse	Deputy President
Councillor I Scott	
Councillor A J Gillam	
Councillor E Tunbridge	
Councillor P Summers	

Staff

Mr S D Ivers	Chief Executive Officer
Miss P Machaka	Manager Finance
Mr M Connell	Manager Development
Ms F Boksmati	Manager Community Services (Acting)
Mr M Jones	Manager Operations
Ms S Mearns (via Zoom)	Executive Assistant (Acting)

Guests

Nil

Apologies

Mr S Stubbs	Community Emergency Services Manager

Approved Leave of Absence

Nil

Gallery

Mr Bruce Baskerville, ‘Indiaview’, Port Denison

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. DECLARATIONS OF INTEREST

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. PETITIONS AND DEPUTATIONS

7.1 Petition – Irwin Districts Historical Society

The Shire of Irwin has received a petition from the Irwin Districts Historical Society containing 40 signatures of electors supporting the naming of the un-named lane between Hepburn Street and the Batavia Boulevard Carpark to Sikh Lane.

This petition relates to item ID02-05/24 listed on the 28 May 2024 Ordinary Council Meeting, Proposed Road Name – Sikh Lane, Dongara.

8. CONFIRMATION OF MINUTES AND TABLING OF AGENDA FORUM NOTES

8.1 Minutes of the Ordinary Council Meeting held 28 May 2024

The Minutes of the Ordinary Council Meeting held 28 May 2024 have been provided to all Councillors under separate cover.

COUNCIL DECISION	**010624**
MOVED: Cr Scott	**SECONDED: Cr Gillam**
That Council confirms the Minutes of the Ordinary Council Meeting held 28 May 2024.	
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

8.2 Agenda Forum Notes 18 June 2024

At the Agenda Forum held 18 June 2024, Shire Officers presented background information and answered questions on Items to be considered at the June Ordinary Council Meeting. Notes from the Agenda Forum are included in the *Attachment Booklet – June 2024*.

COUNCIL DECISION	**020624**
MOVED: Cr Gillam	**SECONDED: Cr Wyse**
That Council notes that the Agenda Forum was held on 18 June 2024.	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

29 May 2024	The Shire President and CEO attended Mitsui E&P Monthly Meeting
30 May 2024	CEO met with Auditors
4 June 2024	Shire President attended the Midwest Massacre Remembrance Walk
5 June 2024	CEO attended Shire of Irwin WHS Committee Meeting
11 June 2024	The Shire President and CEO attended the Local Planning Scheme - Councillor Workshop
20 June 2024	CEO attended the Kimberley Regional Group Meeting and Government Forum at the City of Vincent
24 June 2024	The Shire President and CEO attending the Northern Country Zone Meeting at the Irwin Recreation Centre

10. REPORTS

10.1 Officer Reports

CORPORATE AND COMMUNITY	CC01-06/24
Subject:	**CC 01-06/24 Accounts for Payment**
Author:	**S Clarkson, Senior Finance Officer**
Responsible Officer:	**P Machaka, Manager Finance**
File Reference:	**2.00057**
Voting Requirements:	**Simple Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	**Executive**	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	**Legislative**	Includes adopting local laws and local planning schemes.
☐	**Review**	When Council reviews decisions made by Officers.
☐	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
For Council to receive the list of accounts paid under delegated authority during May 2024.

Background:
A list of accounts paid under delegated authority is attached showing all payments made during the month of May 2024.

Officer's Comment:
Nil

Consultation:
Nil

Statutory Environment:
The *Local Government (Financial Management) Regulations 1996* provides as follows:

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared

(a) the payee's name;

(b) the amount of the payment;

(c) the date of the payment; and
(d) sufficient information to identify the transaction.

(3) A list prepared under sub-regulation (1) or (2) is to be —
(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
(b) recorded in the minutes of that meeting.

Policy Implications:
Under Delegation CEO101 Council has delegated authority to the Chief Executive Officer to authorise payments from the municipal or trust fund.

Financial/Resource Implications:
Nil

Strategic Implications:
Our Brilliant Future – Strategic Community Plan 2021 – 2031
Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles
Strategy 4.3.2 Adopt and follow better practice processes

Attachments:
Attachment Booklet – June 2024
CC01-06/24 Attachment 1 Accounts for Payment – May 2024

COUNCIL DECISION **030624**

MOVED: Cr Gillam **SECONDED: Cr Summers**

That Council by Simple Majority, receives the Accounts paid during May 2024 as contained in CC01-06/24 Attachment 1 of the Attachment Booklet – June 2024, represented by:

Payment Type/Numbers	Total Amount
EFT 32010 – 32111	**$628,221.82**
Muni Cheques – 32194 – 32200	**$9,891.27**
Direct Debit – Telstra	**$3,827.51**
Direct Debit – WA Treasury Corporation	**$65,350.56**
Direct Debit – Credit Card	**$15,946.35**
Direct Debit – N-Able Pty Ltd	**$1,688.25**
Direct Debit – Australian Phone Company	**$225.23**
Direct Debit – Rental Allowance/Charges	**$8,700.00**
Direct Debit – Bonds Administrator	**$1,080.00**
Direct Debit – Superannuation	**$55,956.05**
Grand Total	**$790,887.04**

VOTING DETAILS: **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**

Against: **Nil**

CORPORATE AND COMMUNITY	CC02-06/24
Subject:	**CC 02-06/24 Monthly Financial Statements for the Period Ended 30 April 2024**
Author:	**P Machaka, Manager Finance**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**2.00057**
Voting Requirements:	**Simple Majority**

Council Role:

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☐	**Review**	When Council reviews decisions made by Officers.
☐	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
For Council to consider and receive the Monthly Financial Statements for the period 1 July 2023 to 30 April 2024.

Background:
The Monthly Financial Statements to 30 April 2024 are prepared in accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996* and includes the following statutory reports:

- Statement of Financial Activity by Nature
- Statement of Financial Position
- Explanation of Material Variances
- Net Current Funding Position

The Statements also include various other financial information not required by legislation, but for Council information.

Officer's Comment:
The financial position to the end of April 2024 is detailed in the attached report and summarised as follows relative to year-to-date budget expectations:

30/04/2024	YTD Budget	YTD Actual	Variance YTD to Budget
Operating Revenue	9,361,050	9,324,695	0%
Operating Expenditure	(11,364,587)	(12,110,968)	7%
Net Operating	(2,003,537)	(2,786,273)	
Non-Operating Revenue	555,923	608,476	9%
Non-Operating Expenditure	(2,900,066)	(3,179,725)	10%
Net Non-Operating	(2,344,143)	(2,571,249)	
Cash at Bank		999,483	
Cash at Bank Restricted		704,535	
Reserve Bank		1,662,138	
Total Cash Funds		3,366,156	

The attached statements provide explanatory notes for items greater than 10% or $10,000. This commentary provides Council with an overall understanding of how the financial position is situated in relation to the adopted budget.

Consultation:
Nil

Statutory Environment:
Local Government Act 1995
- *Section 6.4 Financial report*

Local Government (Financial Management) Regulations
- *Section 34 Financial activity statement report provides as follows:*

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -
(a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
(b) budget estimates to the end of the month to which the statement relates;
(c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
(d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
(e) the net current assets at the end of the month to which the statement relates.

(2) Each statement of financial activity is to be accompanied by documents containing -
(a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
(b) an explanation of each of the material variances referred to in sub-regulation (1)(d); and

(c) such other supporting information as is considered relevant by the local government.

(3) The information in a statement of financial activity must be shown according to the nature classification.

(4) A statement of financial activity, and the accompanying documents referred to in sub-regulation (2), are to be -

(a) presented to the council - at an ordinary meeting of the council within 2 months after the end of month to which the statement relates; and
(b) recorded in the minutes of the meeting at which it is presented.

Policy Implications:
Nil

Financial/Resource Implications:
Any issues in relation to expenditure and revenue allocations or variance trends are identified and addressed each month.

Strategic Implications:
Our Brilliant Future - Strategic Community Plan 2021 – 2031
Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles
Strategy 4.3.2 Adopt and follow better practice processes

Attachments:
Attachment Booklet – June 2024
CC02-06/24 Attachment 1: Financial Statements for the Period Ended 30 April 2024.

COUNCIL DECISION	**040624**
MOVED: Cr Scott	**SECONDED: Cr Wyse**
That Council by Simple Majority, receives the Monthly Financial Statements for the period 1 July 2023 to 30 April 2024 as contained in Attachment Booklet – June 2024.	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

CORPORATE AND COMMUNITY	CC03-06/24
Subject:	**CC 03-06/24 Budget Amendments 31 May 2024**
Author:	**P Machaka, Manager Finance**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**2.00057**
Voting Requirements:	**Absolute Majority**

Council Role:

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☐	**Review**	When Council reviews decisions made by Officers.
☐	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
For Council to approve amendments to the 2023/24 budget as detailed in the attachment.

Background:
The Shire has identified some 2023/24 expenditure accounts that require budget amendments as they have insufficient budget allocated against them.

In accordance with section 6.8(1) *of the Local Government Act 1995,* a local government is not to incur expenditure from municipal for an additional purpose except where the expenditure:

- Is incurred in a financial year before the adoption of the annual budget by the local government.
- Is authorised in advance by Council resolution – absolute majority required
- Is authorised in advance by the Mayor or President in an emergency

Officer's Comment:
After the Annual Budget review the Shire recognised additional rate revenue of approximately $460,000, which consisted of back and interim rates. The Shire also anticipates that expenditure will exceed budget by the end of June 2024 in various accounts. It is therefore recommended that the Shire amend the 2023-24 budget to recognise the additional revenue and expenditure as listed in the attachment.

Consultation:
Nil

Statutory Environment:
Local Government Act 1995, Section 6.8(1)

Policy Implications:
Nil

Financial/Resource Implications:
As detailed in the attachment

Strategic Implications:
Our Brilliant Future - Strategic Community Plan 2021 – 2031
Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles
Strategy 4.3.2 Adopt and follow better practice processes

Attachments:
Attachment Booklet – June 2024
CC03-06/24 Attachment 1: May 2023/24 Budget Amendments

COUNCIL DECISION	**050624**
MOVED: Cr Scott	**SECONDED: Cr Summers**
That Council by Absolute Majority, approve the budget amendments for the period ending May 2024 as contained in Attachment Booklet – June 2024, in accordance with *section 6.8(1) of the Local Government Act 1995.*	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

OFFICE OF CEO	CEO01-06/24
Subject:	**CEO 01-06/24 Register of Delegations 2024 – Council to CEO – Annual Review**
Author:	**L Hos, Governance Officer**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**3.00024**
Voting Requirements:	**Absolute Majority**

Council Role:

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Report Purpose:
For Council to review the Register of Delegations – Council to Chief Executive Officer (the 'Register'), provided as Attachment Booklet June 2024.

Background:
Section 5.46(2) of the *Local Government 1995* requires delegations to be reviewed at least once each financial year, *"at least once every financial year, delegations made under this Division are to be reviewed by the delegator."* The delegation's register was presented to Council at the 27 June 2023 Ordinary Council Meeting. Council is required to review the Council to CEO delegations, and it is the responsibility of the CEO to review delegations to other employees.

When Council reviews the delegations, this ensures that the business and function of Local Government can be carried out efficiently.

To delegate is to appoint another person to exercise a power or discharge a duty. A delegation does not strip the person making the delegation of the right to exercise the delegated power or discharge the delegated duty.

All delegations for the Shire of Irwin are managed and administered through the software program called Attain.

Officer's Comment:
The process to review the Shire of Irwin Delegations include the following considerations:

a) Could the delegation be considered a day-to-day function of the administration?
b) Does this delegation require any qualifications?
c) Does the specific 'Act' require a delegated authority?
d) Does the delegation authority contribute to the transparency with regards to decision making?

As well as considering from the *Local Government Act 1995*:

- The role of Council under section 2.7;
  - governs the local government's affairs; and
  - is responsible for the performance of the local government's functions.
- The functions of the CEO under section 5.41(d);
  - to manage the day-to-day operations of the local government.

It is proposed the following delegations to be revoked for the reason as listed plus the Shire has received advice from WALGA that these delegations are not required to be delegated from Council to CEO. Any decision to revoke a delegation must be done by absolute majority, section 5.45(b).

Delegation Reference Number	**Subject**	**Legislation**	**Reason for Proposed Revocation**
CEO10	Information to be available to the public	*Local Government Act 1995 s.94, s.95*	The functions of these delegation are a part of the day-to-day function of the administration.
CEO11	Financial Management Systems and Procedures	*Local Government Act 1995 s5.46(3) Local Government (Administration) Regulation 1996 – Regulation 19*	The functions of these delegations are a part of the day-to-day function of the administration. The functions of these delegations are incorporated into the Shire's Compliance Calendar.
CEO12	Audit CEO review of systems and procedures	*Local Government Act 1995 s5.46(3) Local Government (Audit) Regulations 1996*	The functions of these delegations are a part of the day-to-day function of the administration. The functions of these delegations are incorporated into the Shire's Compliance Calendar.

Delegation CEO100 "Tenders for Goods and Services" was updated.

Consultation:
The administration reviews delegations on a regular basis throughout the year. Governance consulted with Managers across the organisation to ensure that delegated authority's align with the day to day business of the administration.

Statutory Environment:
Local Government Act 1995

- Section 5.42 Delegations of some powers and duties to CEO
- Section 5.43 Limits on delegations to CEO
- Section 5.46 Register of, and records relevant to, delegations to CEO and employees

Policy Implications:
The Register of Delegations – Council to CEO will link with and guide some Council Policies. Reference to the relevant Council Policy for each delegation is made within the Register.

Financial/Resource Implications:
Nil

Strategic Implications:
Our Brilliant Future - Strategic Community Plan 2021 – 2031
Strategy 4.2.1 Ensure Compliance whilst embracing innovation and best practice principles.

Attachments:
Attachment Booklet June 2024
CEO01-06/24 Attachment 1: Register of Delegations 2024

COUNCIL DECISION	**060624**
MOVED: Cr Summers	**SECONDED: Cr Wyse**
That Council, by Absolute Majority, adopts the amended register presented in Attachment Booklet June 2024, CEO01-06/24 Attachment 1: Register of Delegations	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

The Shire President proposed that item CEO02-06/24 LG Corporate Services Association be moved to the last item on the Agenda.

COUNCIL DECISION	**070624**
MOVED: Cr Wyse	**SECONDED: Cr Tunbridge**
That Council moves the motion to change the order of business of the Agenda as per Clause 5.2 (1) of the *Shire of Irwin Meeting Procedures Local Law 2016* to discuss Item CEO02-06/24 LG Corporate Services Association as the last item of 10.1 Officer Reports.	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

DEVELOPMENT SERVICES	ID01-06/24
Subject:	**ID 01-06/24 May 2024 Development Delegated Authority Report**
Author:	**M Connell, Manager Development**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**3.00125**
Voting Requirements:	**Simple Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
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☐	**Review**	When Council reviews decisions made by Officers.
☐	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
For Council to receive the May 2024 Development Delegated Authority Report.

Background:
Local governments utilise levels of delegated authority to undertake day-to-day statutory functions, thereby allowing Council to focus on policy development, representation, strategic planning and community leadership, with the organisation focussing on the day-to-day operations of the Shire.

The use of delegated authority means the large volume of routine work can be effectively managed and acted on promptly, which in turn facilitates efficient service delivery to the community.

Officer's Comment:
This report presents the details of development functions made under delegated authority for the month of May 2024, with 16 building permits and 5 applications for development approval having been issued.

Consultation:
Nil.

Statutory Environment:
- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*

Policy Implications:
Nil.

Financial/Resource Implications:
Nil.

Strategic Implications:
Our Brilliant Future – Strategic Community Plan 2021 – 2031
Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles
Strategy 4.3.2 Adopt and follow better practice processes

Attachments:
Attachment Booklet – June 2024
ID01-06/24 Attachment 1: May 2024 Development Delegated Authority Report

COUNCIL DECISION	**080624**
MOVED: Cr Summers	**SECONDED: Cr Gillam**
That Council by Simple Majority, receives the May 2024 Development Delegated Authority Report, as contained in ID01-06/24 Attachment 1 of the Attachment Booklet – June 2024.	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

REGULATORY SERVICES	ID02-06/24
Subject:	**ID 02-06/24 Proposed Road Name and Albatross Lane Extension, Port Denison**
Author:	**M Connell, Manager Development**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**P24/29**
Voting Requirements:	**Simple Majority**

Council Role:

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Report Purpose:
For Council to approve the road name extension of 'Albatross Lane' and the new road name 'Shearwater Lane' to be applied to the unnamed road that runs south-west between Samuel and Herbert Streets, Port Denison.

Background:
The Shire has been informed by Landgate's mapping team that there is an anomaly concerning the named extent of Albatross Lane in Port Denison. The name 'Albatross Lane' was approved in 2003 only between Samuel Street and Leitch Street. However, Albatross Lane is signposted further west at George Street. Landgate has requested the Shire review the placement of this street sign and advise them accordingly.

There are three properties currently addressed off Albatross Lane (No's 5, 7 and 9). As the three addresses run in a north-east direction, extending the name through to William Street is not an issue.

In terms of the unnamed portion of the lane (running south-west from Samuel to Herbert Streets) applying a new name would be most appropriate, particularly due to the lack of available house numbers.

Officers consider that a new road name that would have some association with the current 'Albatross' name would be most appropriate for the locality. The name 'Shearwater' is recommended, and should Shearwater Lane not be approved then the alternate names of Pelican and Mollymawk are proposed.

A copy of the proposed road naming plan is contained in ID02-06/24 Attachment 1 and the reasons/origins of the proposed names are as follows:

Shearwater Lane – the sooty shearwater is a medium-large seabird. Its flight is powerful and direct, with wings held stiff and straight, giving the impression of a very small albatross.

Pelican Lane – the word *albatross* comes from the Spanish and Portuguese word *alcatraz* meaning "pelican".

Mollymawk Lane – the mollymawks are a group of medium sized albatrosses that form the genus *Thalassarche*, which are the most common of the albatrosses in the southern hemisphere.

Location Plan



Officer's Comment:
The proposed names are considered appropriate given their association with the current 'Albatross' name and all the names have passed preliminary validation for availability from Landgate.

Consultation:
The *Policies and Standards for Geographical Naming in Western Australia* requires that any new naming proposal considered to be of significance to the immediate or extended community must include evidence of consultation with the community.

The proposed names are not considered to be of significance to the immediate or extended community and therefore no public consultation is required.

Statutory Environment:
The practice of officially naming roads is covered under section 26A of the *Land Administration Act 1997*. The local government must first approve proposed road names and then forward them to the Minister for Lands for final approval.

The legislation is supported by the *Policies and Standards for Geographical Naming in Western Australia* which provides the necessary information and details the principles and standards which apply to all naming. The proposed names are considered to be in accordance with the policy and standards.

Policy Implications:
Nil.

Financial/Resource Implications:
Nil.

Strategic Implications:
Our Brilliant Future - Strategic Community Plan 2021 – 2031
Strategy 2.1.1 Continuously improve approval processes.

Attachments:
Attachment Booklet – June 2024
ID02-06/24 Attachment 1: Proposed Road Naming Plan

OFFICER RECOMMENDATION

MOVED: Cr Wyse **SECONDED: Cr Gillam**

That Council, by Simple Majority:

1. **Approve the road name extension of 'Albatross Lane' north-east from Leitch to William Streets, Port Denison; and**

2. **Approve the use of the following road names in order of preference for the unnamed road that runs south-west between Samuel and Herbert Streets, Port Denison:**

    a. **Shearwater Lane;**
    b. **Pelican Lane; and**
    c. **Mollymawk Lane.**

The Shire President proposed that Council suspend Meeting Procedures to allow for the Manager Development to provide Councillors with further information in relation to item ID02-06/24.

COUNCIL DECISION	**090624**
MOVED: Cr Scott	**SECONDED: Cr Tunbridge**
That Council suspends the meeting as per Clause 17.1 of the *Shire of Irwin Meeting Procedures Local Law 2016* at 6.13 pm.	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

The Manager Development provided further information regarding the historical origin of the proposed road names. The Shire President invited the member of the gallery Bruce Baskerville to speak who added further historical context.

COUNCIL DECISION	**100624**
MOVED: Cr Tunbridge	**SECONDED: Cr Wyse**
That Council reconvenes the meeting as per Clause 17.1 of the *Shire of Irwin Meeting Procedures Local Law* 2016 at 6.17 pm.	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

Having received further information regarding the origin of 'Albatross Lane', the names of Seabird and Twinklingstar to be more appropriate as Albatross Lane is associated with the ship 'Albatross' which was sent to Port Irwin (Denison) to repair and refloat two beached vessels, the 'Twinkling Star' and the 'Sea Bird'. It was shipwrecked at the mouth of the Irwin River on 24 June 1868.

AMENDMENT	
MOVED: Cr Tunbridge	**SECONDED: Cr Gillam**

That Council, by Simple Majority:

1. **Approve the road name extension of 'Albatross Lane' north-east from Leitch to William Streets, Port Denison; and**

2. **Approve the use of the following road names in order of preference for the unnamed road that runs south-west between Samuel and Herbert Streets, Port Denison:**

   a. Seabird Lane; and
   b. Twinklingstar Lane

The Shire President invited the Mover and Seconder of the amendment to speak.

Cr Gillam spoke of a further amendment to renaming the extension of 'Albatross Lane' north-east from Leitch to William Streets, Port Denison to Twinklingstar Lane; and approving the use of the following road names in order of preference for the unnamed road that runs south-west between Samuel and Herbert Streets, Port Denison to Seabird Lane, thus utilising all three vessel names for the Laneway.

The Shire President then proposed moving item ID02-06/24 to the July Ordinary Council Meeting to enable further discussion and consideration.

COUNCIL DECISION	**110624**
MOVED: Cr Gillam	**SECONDED: Cr Tunbridge**

That Council moves the motion to proceed to the next business item as per Clause 11.5 of the *Shire of Irwin Meeting Procedures Local Law 2016* and recommend ID02-06/24 Proposed Road Name and Albatross Lane Extension, Port Denison be considered at the July 2024 Ordinary Council Meeting.

VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

REGULATORY SERVICES	ID03-06/24
Subject:	**ID 03-06/24 Proposed Shipping Container Outbuilding – Lot 55 (No. 43) Philbey Road, Dongara**
Author:	**M Connell, Manager Development**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**P24-33 & A35**
Voting Requirements:	**Simple Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☐	**Executive**	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	**Legislative**	Includes adopting local laws and local planning schemes.
☐	**Review**	When Council reviews decisions made by Officers.
☒	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
For Council to determine an application for development approval for a 'Shipping Container' to be used as an 'Outbuilding' on Lot 55 (No. 43) Philbey Road, Dongara.

This report recommends conditional approval of the application.

Background:
The Shire has received an application for retrospective development approval for a shipping container to be used as an 'Outbuilding' on Lot 55 (No. 43) Philbey Road, Dongara.

In April 2024 the owner applied to the Shire for registration of a honey processing food business (Dongara Honey). In assessing the application, it became apparent that the honey processing was to occur in a shipping container that had been placed on-site without Shire approval. In May 2024 the food business was registered as a low risk food business.

The site is rectangular in shape, generally flat and has an area of 4,003m^2. The site has its primary access from Philbey Road and is located at the corner of Brennand Road. A single storey dwelling and 93m^2 outbuilding are located on the property which also has some mature vegetation. A 1.8m high colourbond fence surrounds the property.

The site is located in the established northern part of Dongara which is characterised by low density single dwellings with outbuildings that surround the Dongara Irwin Race Club.

Proposal

The development comprises a 20 foot shipping container (light grey in colour) with an area of 15m^2 (6.1m x 2.44m), with a wall height of 2.6m. The container is proposed to be located to the south of the site, adjacent to the west of the existing outbuilding (cream in colour), with a 6.4m setback to the southern (rear) boundary and 29m from the western boundary abutting Brennand Road.

The shipping container is used to house various items associated with processing and bottling of honey which is sourced from hives located off-site. It contains hot and cold running water, air conditioning, power and is fully lined creating a vermin proof, sterilised and hygienic environment for honey. The suitability of the container for the food business has been approved by officers.

The application for development approval is contained in ID03-06/24 Attachment 1 which includes external and internal photos of the shipping container along with written support of the application from the neighbouring properties.

The following is an outline of the application.

Applicant / Owner	Malcolm Poulter
Local Planning Scheme No. 5	'Residential' R2.5 zoning
Use Class and Permissibility	Single House – 'P' use
Structure Plan/Precinct Plan	No
Lot Size	4,003m^2
Existing Land Use	Residential
State Heritage Register	No
Local Heritage	No
Bushfire Prone Area	No

Location Plan



Officer's Comment:
In considering an application for development approval, cl. 67(2) of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* requires a local government to have due regard to the following matters that are relevant to the application as detailed below.

(a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area

The following aims and provisions of the Shire of Irwin Local Planning Scheme No. 5 (LPS5) are relevant to this application:

1.6 The Aims of the Scheme
h) to safeguard and enhance the character and amenity of the built and natural environment of the Scheme area.

4.2 Objectives of the Zones
4.2.1 Residential Zone
d) To ensure that all residential development within the zone, shall be of a standard that does not adversely affect the overall amenity of other residential development in the zone.

The above matters of character and amenity are detailed further in this report.

4.3 Zoning Table

The application seeks approval for a shipping container to be used as an outbuilding which is a use that is ancillary to a 'Single House' use class. The Zoning Table of LPS5 lists 'Single House' as an 'P' use under the 'Residential' zone which means that the use is permitted providing the use complies with the relevant development standards and the requirements of the Scheme.

5.2 Residential Design Codes

5.2.2 Unless otherwise provided for in the Scheme, the development of land for any of the residential purposes dealt with by the Residential Design Codes is to conform with the provisions of those Codes.

5.18 Outbuildings
The local government may approve outbuildings consistent with the following development requirements. Outbuildings that are deemed to conflict or exceed the development requirements require development approval and may be required to be advertised in accordance with Clause 9.4.

Zone	***Development Requirements for Outbuildings***
All relevant zones	*The location, design, external colour and appearance, scale and bulk of the Outbuilding shall not have adverse amenity impacts on adjoining properties or the area when viewed from public roads.*
Residential	*As per the Residential Design Codes.*

The Residential Design Codes (R-Codes) is dealt with further in this report.

(c) any approved State planning policy

State Planning Policy 7.3 Residential Design Codes (R-Codes) apply to all residential development throughout Western Australia.

Outbuildings are defined in the R-Codes as:

> *An enclosed non-habitable structure that is detached from any dwelling.*

The relevant objective of the R-Codes is set out in cl. 5.4(c) as follows:

> *To maintain the amenity of streetscapes and views along the street by ensuring that associated outbuildings and other fixtures attached to buildings do not detract from the streetscape and are not visually intrusive to neighbouring properties or adjoining public spaces.*

The applicable design principle as set out in cl. 5.4.3, P3, of the R-Codes is:

> *Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.*

Clause 2.5 of the R-Codes deals with the exercise of judgement. The relevant parts are as follows:

> *2.5.1 Subject to clauses 2.5.2 and 2.5.3, the decision-maker is to exercise its judgement to consider the merits of proposals having regard to objectives and balancing these with the consideration of design principles provided in the R-Codes Volume 1.*
>
> *2.5.2 In making a determination on the suitability of a proposal, the decisionmaker shall exercise its judgement, having regard to the following:*
>
> *(a) any relevant purpose, objectives and provisions of the scheme;*
> *(b) any relevant objectives and provisions of the R-Codes Volume 1;*
> *(c) a provision of a local planning policy adopted by the decision-maker consistent with and pursuant to the R-Codes Volume 1; and*
> *(d) orderly and proper planning.*

In terms of the applicable design principle as set out in R-Codes ('outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties'), it is noted that for the most part, outbuildings in the locality are located either completely or partially behind existing dwellings but generally unscreened from view, in an open landscape on large lot sizes.

The shipping container is located adjacent to the existing outbuilding at the rear of the lot and is concealed by the boundary fencing. Photos of the shipping container taken from both streets (Philbey and Brennand Roads) are contained in ID03-06/24 Attachment 2 and demonstrate that the container is relatively small in scale and does not appear visually prominent in the streetscape.

The impact of the development on the streetscape would be acceptable as the development is consistent with the siting of other outbuildings in the locality and does not appear at odds with other development. Most of the development will be screened by existing vegetation or the boundary fencing thus further mitigating the visual impacts from the streetscape.

As a further measure, it is recommended that a condition be placed on the application requiring the shipping container be painted the same (or similar) cream colour as the existing outbuilding that would visually enhance the container with the shed.

(g) any local planning policy for the Scheme area

The Shire's 'Shipping Containers' local planning policy was approved on 23 July 2019 and has the following objectives:

- To establish guidelines for the assessment of proposals to place shipping containers or other similar relocatable storage units on land within the municipality.

- To ensure an acceptable quality of development is achieved that does not detrimentally impact on the amenity of neighbouring properties, the streetscape or the overall area.

Clause 3.3 of the policy states that *the placement of a shipping container or other relocatable storage unit will not be permitted on land zoned 'Residential' or 'Special Residential', unless on a temporary basis…or if fully enclosed in an approved outbuilding.* A copy of the policy is contained in ID03-06/24 Attachment 3.

The existence of a policy cannot replace the discretion of the decision-maker in the sense that it is to be inflexibly applied regardless of the merits of the particular case. More importantly the relevant consideration for Council is whether the merits of this particular application warrant approval when assessed against the impacts on the amenity of neighbouring properties, the streetscape or the overall area.

The streetscape aspect is dealt with previously in this report as per the R-Codes and the amenity aspect is dealt with further in this report.

It should be noted that the development fully complies with the Shire's 'Outbuildings' local planning policy as follows:

	Zone	**Conditions**
1	Special Residential, R5 and lower	a. Individually or collectively does not exceed 180m^2 in area (plus an additional 60m^2 unenclosed lean-to-area). b. Maximum 4.2m wall height and maximum 5m total height.

The development will consist of:

- 108m^2 collective area (15m^2 shipping container and 93m^2 existing outbuilding)
- 2.6m wall and total height

(m) the compatibility of the development with its setting, including –
(i) the compatibility of the development with the desired future character of its setting; and
(ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development
(n) the amenity of the locality including the following –
(ii) the character of the locality

The impact of the proposed development on the amenity of the locality is at the heart of the issues with this application. Amenity is defined as '*all of those factors which combine to form the character of an area and include the present and likely future amenity*'.

The locality is characterised by large sized residential lots (generally 4,000m^2 or 1 acre) with outbuildings located in a somewhat open landscape. There is nothing in the planning framework that is likely to change this established character in the foreseeable future and the expected pattern of future development will generally reflect current development in the locality.

The bulk and scale of the shipping container is relatively small in area and relatively low in height in comparison with the dwelling and the existing outbuilding, making it consistent with the character and amenity of the locality.

The development is effectively screened from both street frontages with an existing fence and boundary vegetation, which further ameliorates any concerns about its visual impact.

A further relevant consideration for the amenity of neighbouring properties, is the fact that the abutting neighbours all provided written support for the application.

Conclusion

If the exercise of discretion is to be an orderly and proper one, the planning principles identified as relevant to this application should not be lightly departed from without the demonstration of a sound basis for doing so and which basis has some planning merit.

The fundamental policy position is that shipping containers are not permitted in the residential zone, however, in consideration of the mitigating factors, such as the development not presenting as a prominent feature in the streetscape, a departure from the policy is warranted.

Having considered the impact of the proposed development on the character and amenity of the locality it is concluded that the proposed development would not be out of harmony with the existing and desired future character of this large lot sized residential locality.

The application is consistent with the requirements of orderly and proper planning, having considered the planning framework applicable to the site.

The *Planning and Development (Local Planning Schemes) Regulations 2015* states that the local government is to be taken to have refused to grant development approval if it has not made a determination within 60 days of acceptance of the application (in this instance being 26 July 2024). Deferring the matter is therefore not recommended.

Consultation:
The application was accompanied by written submissions from each of the neighbouring properties, all with no objections to the application.

Statutory Environment:
Clause 65 of the of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides for subsequent approval for development already commenced or carried out, and the local government may grant development approval with or without conditions or refuse the application.

Policy Implications:
Nil.

Financial/Resource Implications:
Nil, however costs may be imposed on the Shire should the applicant/owner review Council's decision through the State Administrative Tribunal in accordance with Part 14 of the *Planning and Development Act 2005*.

Strategic Implications:
Our Brilliant Future - Strategic Community Plan 2021 – 2031
Strategy 2.1.1 Continuously improve approval processes.

Attachments:
Attachment Booklet – June 2024
ID03-06/24 Attachment 1: Application for Development Approval
ID03-06/24 Attachment 2: Street Photos
ID03-06/24 Attachment 3: Shipping Containers local planning policy

COUNCIL DECISION	**120624**

MOVED: Cr Scott **SECONDED: Cr Tunbridge**

That Council, by Simple Majority approve the application for development approval for a for an 'Outbuilding' on Lot 55 (No. 43) Philbey Road, Dongara subject to the following conditions:

1. **All development must be carried out in accordance with the approved plans listed below and subject to any modifications required as a result of any condition of this approval.**

   - **Site Plan**
   - **Site Photos**

2. **All stormwater is to be disposed of on-site to the approval of the Shire.**

3. **The shipping container is to be painted the same (or similar) cream colour as the existing outbuilding within 6 months from the date of this approval.**

VOTING DETAILS: **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**

Against: **Nil**

INFRASTRUCTURE AND OPERATIONS	IO01-06/24
Subject:	**IO01-06/24 Sole Sourcing - Reallocation of funds from the proposed 2024/25 budget**
Author:	**M Jones, Manager Operations**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**3.00390**
Voting Requirements:	**Absolute Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	**Executive**	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	**Legislative**	Includes adopting local laws and local planning schemes.
☐	**Review**	When Council reviews decisions made by Officers.
☐	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
For Council by Absolute Majority, to approve the sole sourcing to engage consultants to complete a detailed design for the Point Leander Drive/Blenheim Road roundabout at a budgeted cost of $107,791 (plus GST)

Background:
At the meeting held 25 July 2006, Council adopted the following resolution for the installation of a roundabout at the intersection of Point Leander Drive with Blenheim Road, Golf Course Road and Pearse Road.

"*That Council supports the latest plan, being Option 3, drawing number IRW-BLGC-003 as attached, for a roundabout at the intersection of Point Leander Drive/Blenheim Road/Golf Course Road and Pearse Road and that a funding application be submitted through the Regional Road Group."*

Council subsequently applied and were successful in receiving State Black Spot funding approval in 2007/08 for the first stage of this project, being $130,000 (Council to allocate $65,000) to finalise the detailed design and to relocate/protect services.

An application for Stage 2 funding in 2008/09 was then submitted been submitted for $353,460 to complete construction of the project.

Officer's Comment:
The Shire of Irwin received 2023/24 Regional Road Group (RRG) funding for three separate road work projects on Point Leander Drive which will complete all the asphalt sealing along this whole

section of road. The scope includes asphalting, drainage, kerbing, line-marking, and signage renewal as part of the submission approval.



One of the three separate road work projects on Point Leander Drive is the Blenheim Road roundabout, which is '#2 SLK 1.59 – 1.78' in the above diagram. Officers have since identified compliance issues with the present roundabout design and because of this have sought a detailed design estimate from an engineering consultant based locally in Geraldton. To support the design, a detailed feature survey and desktop survey was undertaken. Initially, it was thought that the roundabout would qualify for Black Spot funding, but it did not meet usual Black Spot criteria however there were still several safety issues that needed to be addressed, which the design process will address.

In response to the requirement for the design work, the Shire approached RRG to allocate a portion of the 2023/24 funding for the Blenheim Road roundabout to the design work, which will become Stage 1 of the project. Completing the design before 31 August 2024 will allow the Shire to do a submission for 2025/26 RRG funding as Stage 2 of the project. Stage 2 will be physical reconfiguration of the roundabout to meet safety requirements and include new kerbing, drainage, footpaths and asphalt. The Shire also sought RRG approval to carry forward the design work from 2023/24 into 2024/25 with the view of completing it in August 2024. RRG approved this approach for the 2023/24 RRG funding.

The Shire of Irwin received a fee proposal for the Blenheim Road roundabout design from GHD office in Geraldton. GHD Geraldton offices were approached as they are part of a large engineering, management, design, environmental and architecture consulting company which have all the resources available to them. Having Geraldton based consultants also help by being able to readily get them to site to sort issues, have a good knowledge of the local construction costs, local codes, and community needs. It is the officer recommendation to Council to allocate this design work to GHD.

Purchasing below $250,000 is governed by Council Policy CP20 Purchasing. Council Policy CP20 Purchasing stipulates criteria such as value for money and purchasing thresholds. It is recommended that Council supports the design work by authorising the sole sourcing of GHD to the value of $107,791 excluding GST. This purchasing value normally requires three written quotes. It is proposed to use the RRG funding to fund these works.

Consultation:
Regional Road Group

Statutory Environment:
Local Government Act 1995

Policy Implications:
CP20 – Purchasing
CP01 – Localised Purchasing (Regional Price Preference)

Financial/Resource Implications:
Nil.

Strategic Implications:
Our Brilliant Future – Strategic Community Plan 2021 – 2031
Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles.
Strategy 4.3.3 Adopt and follow better practice processes.

Attachments:
Attachment Booklet – June 2024
IO01-06/24 Attachment 1: GHD Report – Black Spot Information
IO01-06/24 Attachment 2: Point Leander Drive Kerb and Drainage Survey

Confidential Attachment Booklet – June 2024
IO01-06/24 Attachment 3: Point Leander Drive Roundabout GHD Fee Proposal

COUNCIL DECISION	**130624**
MOVED: Cr Wyse	**SECONDED: Cr Summers**

That in relation to design works required for the Point Leander Drive/Blenheim Road roundabout, Council by Absolute Majority:

1. **Approve the funds for a sole source of $107,791 (plus GST) from the 2023/24 financial budget to enable a detailed roundabout design to be undertaken.**

2. **Approve the sole sourcing of services provided by GHD.**

VOTING DETAILS: **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**

Against: **Nil**

OFFICE OF CEO	CEO02-06/24
Subject:	**CEO 02-06/24 LG Corporate Services Association**
Author:	**J Owens, Supervisor ERP Project**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**3.00195**
Voting Requirements:	**Absolute Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	**Executive**	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	**Legislative**	Includes adopting local laws and local planning schemes.
☐	**Review**	When Council reviews decisions made by Officers.
☐	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
To seek Council's approval to create a not-for-profit association for the purpose of establishing a consolidated or standardised corporate service model that may expand to include other local governments.

Background:
A large number of Western Australian regional local governments, including the Shire of Irwin, use as their core administrative Information Technology (IT) system the Synergysoft product, which was developed by IT Vision back in 2001. The Synergysoft product covers administrative IT functions such as; Rates & Property; Purchasing; Human Resources; Central Records; Planning; Building; Health; Customer Service; Mapping and Dogs & Cats.

In approximately 2019, IT Vision introduced their Altus solution inviting existing Synergysoft users to migrate to the new modern environment. In 2022, ReadyTech took over IT Vision with the view of combining their Open Office solution with the Altus solution into a new solution called Ready Community.

Synergysoft is currently an active product, but it is degrading without the necessary development and support in the sense of keeping up with legislative changes or to improve workflow quality and efficiency. ReadyTech are rather encouraging local governments to migrate to the Altus/Ready Community solution to achieve these outcomes. With the diminishing support for the Synergysoft product, the Shire has had to implement a significant number of time consuming manual work arounds to ensure that staff are protected when using the Synergysoft product with respect to the compliance expectations under the Local Government Act 1995. Given that smaller regional local governments are seriously resourced strained in the first instance, the limitations of the Synergysoft

product is having a significant impact on the administrative work load and therefore taking capacity away from servicing the community.

The Shire of Irwin together with other local governments have discovered the cost to migrate to a modern administrative IT system (commonly referred to as an ERP system or solution) is over the tender threshold of $250,000 and much higher depending on the ERP solution selected. This represents a significant investment decision for the Shire with respect to its core administration system.

Whilst the core local government service delivery areas 'customer service', 'community development' and 'infrastructure maintenance' have remained relatively constant over time, the complexity and compliance requirements for the finance, procurement, governance, property & rating, human resources, work health safety and emergency management administrative functions have grown substantially. In addition to the requirement for an ERP solution to support the increasing complexity and compliance environment of local government administration, it has reached a point where smaller regional Shires in most cases cannot afford the suite of staff to deliver the necessary administrative functions nor able to attract suitably qualified staff to small regional towns in the first instance. This in turn leads to small regional local governments struggling to meet their legislative requirements and sometimes resulting in reportable breaches. In response to reportable breaches, there is potential for the State Government to introduce additional legislation or compliance related processes to combat the problem, but in reality compounding the problem for smaller regional local governments.

It was also observed that small regional local governments with minimal resourcing are currently working independently to deliver almost identical services into their respective communities whilst attempting to maintain a high level of compliance. The Shire began investigating in 2021 as to whether there was an opportunity to collaborate with other small regional local governments to standardise the essential administrative functions, which are finance, procurement, property & rating and human resources. The investigation included consultation with WA Local Government Association (WALGA), Department of Local Government, Sport and Cultural Industries (DLGSCI), the Office of the Auditor General (OAG), LG Professionals and neighbouring regional local governments. Through the consultation process, it was discovered that a project with similar objectives was attempted approximately 15 years ago and appeared not to succeed. This 'shared service's' project is suspected to have failed due to the opt in and out of a shared service making it an unsustainable long-term option.

The Shire engaged Ernst & Young in 2022 to conduct an independent preliminary evaluation as to whether there was a business case to support small regional local governments collaborating to standardise their essential administrative functions and then share the cost for suitably qualified staff. The initial assessment indicated that it was cost efficient, provide the ability to procure an improved ERP solution and be able to support higher salaries in an effort to attract suitably qualified staff. The Shire further engaged Ernst & Young to develop the preliminary evaluation into a concept business case. The concept business case indicated the project success was dependent on cost and functionality of the ERP solution and recommended a market-scan. The Ernst & Young report also investigated the legislative framework for a service delivery model and recommended a Regional Subsidiary, but from past experience it was determined the cost to manage this type of legal entity was prohibitive in the context of smaller regional local governments. Furthermore, a Regional Council was attempted by seven North Midlands local governments in the mid 2000's and proved to be unsuccessful as it was totally reliant on all local governments not changing its shared services requirement over time, which was almost impossible given the nature of local government of having different decision makers every few years due to Council elections plus Chief Executive Officer (CEO) turnover. Whilst a Regional Subsidiary had removed some of the impediments of a Regional Council, there is still more work to be done before this type of framework would efficiently support the collaborative model sought by this project.

There are 139 local governments in Western Australia with approximately 80 (60%) having a population of 5,000 or less, which for the purpose of this report defines a small regional local government. The small regional local governments are generally Band 3 & 4. The collaboration model evaluated by Ernst & Young required 5 to 8 small regional local governments initially to participate though this number could expand to include a larger portion of the Band 3 & 4 local governments over several years. Whilst many Shires have expressed a keen interest in a collaborative ERP solution, only the Shire of Irwin and the Shire of Chapman Valley were ready to go to Tender this financial year. The initial market-scan as recommended by Ernst & Young indicated that there were some ERP solutions that were affordable and at the same time could support the collaborative model. The Shire of Irwin Council approved $250,000 in the 2023/24 Budget for the ERP project, which is over and above current Synergysoft licensing costs. Given that any ERP solution provider could only onboard 2 Shire's per year, this approach made sense plus would provide confidence to other Shire's to see a working ERP solution.

In compiling the Tender document, it was decided to use Process Pro process mapping software as the visible collaboration tool between the small regional local governments for the essential administrative processes. The process mapping would also ensure the standardisation of the ERP solution for each participating local government. Shire's Irwin, Chapman Valley and Three Springs participated. Additionally, the process maps would form the basis for the Tender scope of works, which will also assist evaluating tender submissions against the requirements of the collaborating local governments. The process mapping was completed in December 2023.

The Shire of Chapman Valley was going to participate in the tender evaluation, but in consultation with WALGA, this is not permitted under the Consumer and Competition Act 2010. The Shire of Irwin has been investigating the appropriate legal entity such that multiple small regional local governments could participate in the collaborative ERP solution. The question around the legal entity has delayed the project and through the 2023/24 Budget Review process, the Shire of Irwin's $250,000 has been carried forward into the 2024/25 Budget.

Officer's Comment:
After consultation with WALGA, it was suggested using the Not-For-Profit (NFP) association framework as the legal entity for the project until such time the Regional Subsidiary Regulations have been amended to address some of the current impediments. WALGA are aware of the limitations associated with a Regional Subsidiary for a project such as the Shire's and currently advocating for the necessary improvements. A number of regional local governments such as the Central East Accommodation and Care Alliance (CEACA) have been adopted the NFP association framework.

Two key differences for this project compared to the shared services project attempted 15 years ago are:

- is the assumption that small regional local governments would commit to the essential administration functions for 5 years
- NFP association legal entity framework to manage this commitment.

It is proposed to call the NFP association the Local Government Corporate Services Alliance (LGCSA). Referring to the LGSCA association organisational chart,

- Management Committee – are members of the LGSCA association and oversee the Governance Committee, Corporate Services Advisory Committee and the Executive Officer
- Governance Committee;
    - Recommend nominees suitable for election onto the Management Committee
    - Ensure compliance with the *Local Government Act 1995* though noting this is not a statutory requirement.
- Corporate Services Advisory Committee;
    - Govern the standardisation of the ERP solution
    - Collate feedback from members and make recommendations to the Management Committee for proposed changes to the standard ERP solution

    - Determine the member fees subject to the Management Committee approval to cover the costs of ERP implementation, annual ERP software licence, Executive Officer salary and other costs relating to the operation of the association
- Executive Officer
    - to deliver the essential administrative functions consisting of finance, procurement, human resources and property & rating predominantly through existing staff on site in small regional local governments and recruit if required.
    - Provide recommendations to the Corporate Services Advisory Committee in terms of systems improvements
    - Manage the operating revenue/expenditure budget

Consultation:
WA Local Government Association (WALGA), Department of Local Government, Sport and Cultural Industries (DLGSCI), the Office of the Auditor General (OAG), LG Professionals and neighbouring regional local governments

WALGA have confirmed that once the not-for-profit association has been established, it will have access to the WALGA preferred suppliers panel for the RFQ process, as it is a not-for-profit company, associated with member LGAs.

Legal advice was also sought regarding the proposed Local Government Corporate Services Alliance (LGCSA) where no issues were identified. The legal advice has been provided to Council as a confidential attachment.

Statutory Environment:
Local Government Act 1995
Competition and Consumer Act 2010

Policy Implications:
Nil.

Financial/Resource Implications:
WALGA Associate Member annual fee of approximately $750 and the registration of the association approximately $250.

Strategic Implications:
Our Brilliant Future - Strategic Community Plan 2021 – 2031
Strategy 4.2.1 Ensure Compliance whilst embracing innovation and best practice principles.
Strategy 4.3.2 Adopt and follow better practice processes

Attachments:
Confidential Attachment Booklet June 2024
CEO02-06/24 Attachment 1: LGSCA Draft Structure v9
CEO02-06/24 Attachment 2: LGSCA Rules - Draft v1
CEO02-06/24 Attachment 3: EY Preliminary Business Case - Consolidated Service Delivery Review
CEO02-06/24 Attachment 4: EY Consolidated Business Services - Technology and Legislation
CEO02-06/24 Attachment 5: Legal Advice

The Shire President then proposed that the Meeting move behind closed doors.

COUNCIL DECISION	**140624**
MOVED: Cr Wyse	**SECONDED: Cr Gillam**
That Council move behind closed doors as per Section 5.23(2)(c) of the *Local Government Act 1995* to discuss item CEO02-06/24 - LG Corporate Services Association at 6.26 pm.	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

Members of the Gallery left Council Chambers.

COUNCIL DECISION	**150624**
MOVED: Cr Wyse	**SECONDED: Cr Tunbridge**
That Council suspends the meeting as per Clause 17.1 of the *Shire of Irwin Meeting Procedures Local Law 2016* at 6.27 pm.	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

COUNCIL DECISION	**160624**
MOVED: Cr Gillam	**SECONDED: Cr Tunbridge**
That Council reconvenes the meeting as per Clause 17.1 of the *Shire of Irwin Meeting Procedures Local Law* 2016 at 6.55 pm.	
VOTING DETAILS:	**CARRIED: 6/0**
For:	**Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**
Against:	**Nil**

COUNCIL DECISION	**170624**

MOVED: Cr Wyse **SECONDED: Cr Summers**

That Council move from behind closed doors as per Section 5.23(2)(c) of the *Local Government Act 1995* at 6.56 pm.

VOTING DETAILS: **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**

Against: **Nil**

COUNCIL DECISION	**180624**

MOVED: Cr Wyse **SECONDED: Cr Scott**

That Council, by Absolute Majority:

1. **Approves the creation of a not-for-profit association Local Government Corporate Services Alliance (LGCSA) encompassing the inaugural members being from the Shire's of Irwin and Chapman Valley with the understanding the association can be expanded in the future to other interested local governments.**

2. **Authorise the Chief Executive Officer in consultation with the Chapman Valley to finalise the model rules for the not-for-profit association based upon the consolidated or standardised corporate service model on the understanding that the model rules could change over time as the association expands to include other local governments.**

3. **Presents items 1 & 2 back to Council, once complete.**

VOTING DETAILS: **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**

Against: **Nil**

10.2 Committee Reports

Nil

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

13. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION

Nil

14. MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC

Nil

15. CLOSURE

There being no further business, the presiding Member closed the Meeting at 6.58pm.

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 July 2024

Item 8.2

Attachment 1

Special Council Meeting Minutes

16 July 2024

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

MINUTES

of the

Special Council Meeting

held on

Tuesday 16 July 2024

which commenced at

6.00pm

in the

Shire of Irwin Council Chambers

11-13 Waldeck Street, Dongara

The purpose of the meeting is for Council to consider 2024-25 Differential Rates submissions

Unconfirmed

Contents

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS 3
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5. PUBLIC QUESTION TIME 3
6. OFFICER REPORTS 4
7. MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC 8
8. CLOSURE 8

Unconfirmed

SPECIAL COUNCIL MEETING

Tuesday 16 July 2024

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President welcomed Councillors and Staff and opened the Special Council Meeting at 6.00pm.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Members

Councillor M Leonard	President
Councillor B Wyse	Deputy President
Councillor I Scott	
Councillor E Tunbridge	
Councillor A Gillam	
Councillor P Summers	

Staff

Mr S D Ivers	Chief Executive Officer
Miss P Machaka	Manager Finance
Mr M Connell	Manager Development
Mr M Jones	Manager Operations
Ms S Mearns	Executive Assistant (Acting)

Apologies

Ms F Boksmati	Manager Community Services (Acting)
Mr S Stubbs	Community Emergency Services Manager

Approved Leave of Absence

Nil

Gallery

Nil

3. DECLARATION OF PURPOSE OF MEETING

The purpose of the meeting for Council to consider 2024-25 Differential Rates submissions.

4. DECLARATIONS OF INTEREST

Nil

5. PUBLIC QUESTION TIME

Nil

Unconfirmed

6. OFFICER REPORTS

CORPORATE AND COMMUNITY	CEO01-07/24
Subject:	**CC01-07/24 Differential Rates 2024/25 - Submissions**
Author:	**P Machaka, Manager Finance**
Responsible Officer:	**S Ivers, Chief Executive Officer**
File Reference:	**3.0683 Differential Rates**
Voting Requirements:	**Simple Majority**

Council Role:

☐	**Advocacy**	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	**Executive**	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	**Legislative**	Includes adopting local laws and local planning schemes.
☐	**Review**	When Council reviews decisions made by Officers.
☐	**Quasi-judicial**	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
To consider submissions and initiate the process for seeking Ministerial approval regarding the proposed 2024/25 differential rates.

Background:
At the Ordinary Council Meeting on 28 May 2024, Council resolved to advertise intention to adopt differential rates for the 2024/25 financial year:

OFFICER RECOMMENDATION AND COUNCIL DECISION **060524**

MOVED: Cr Summers **SECONDED: Cr Tunbridge**

That Council, by absolute majority in accordance with *Local Government Administration Regulation 10*, resolves to change Part 1 of its decision (CC01-05/24) made at the Special Council Meeting on 21 May 2024 as follows:

1. **Adopts the following rates in the dollar and minimum rates for the differential rating categories specified for the 2024/25 financial year:**

Rate Category	Rate in Cents in the Dollar	Minimum Rates
Gross Rental Valuations:		
General Rate	9.825	$1050
Unimproved Valuations:		
General Differential Rate	1.0891	$1050
Mining Differential Rate	21.147	$1050

VOTING DETAILS: **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**

Against: **Nil**

Unconfirmed

The proposed 2024/25 differential rates were advertised in the Dongara Denison Local Rag from Wednesday 5 June 2024, on the Shire of Irwin website and on the public notice board located at the Dongara Public Library. Advertising was undertaken in accordance with Section 6.36 of the *Local Government Act 1995* with the submission period for public comment of the proposed differential rates closing Thursday 26 June 2024.

Officer's Comment:
At the closing of the advertising period, no submissions were received.

The proposed rates of $6,935,566 includes a 5% increase on 2023/24 billed rates and interims revenue, with the minimum rate for all properties remaining the same at $1,050. To enable the 5% increase and taking into account the change in UV and GRV valuations as provided by Landgate for 2024/25, the rate in the dollar for UV Rural, UV Mining and GRV have decreased.

In accordance with Section 6.33 of the *Local Government Act 1995*, a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it. The proposed UV Mining rate in the dollar is more than twice the UV Rural rate in the dollar. This is intended to ensure that the mining sector contributes an equitable contribution to the costs of providing for the Shire's assets and services. Mining tenements on average have a relatively low valuation in comparison to rural land unimproved valuations, and as such, a higher rate in the dollar is required to raise an appropriate level of rates income.

Consultation:
The proposed 2024/25 differential rates in the dollar were advertised from 5 June 2024 to 26 June 2024, allowing the minimum statutory submission period of 21 days.

Statutory Environment:
Local Government Act 1995

6.33. Differential general rates

1) A local government may impose differential general rates according to any, or a combination, of the following characteristics —

(a) the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or

(b) a purpose for which the land is held or used as determined by the local government; or

(c) whether or not the land is vacant land; or

(d) any other characteristic or combination of characteristics prescribed.

(3) In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.

6.36. Local government to give notice of certain rates

(1) Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.

Policy Implications:
In accordance with the Department of Local Government and Communities' Rating Policy – Differential Rates, Council must demonstrate that consideration has been given to the key values of Objectivity, Fairness and Equity, Consistency, Transparency and Administrative Efficiency.

Unconfirmed

Objectivity
The land on which differential general rates has been rated according to one or more of the following land characteristics:
- *zoning*
- *land use*
- *vacant land.*

Where there has been a change to the boundaries of the district within the past five years, the land on which differential general rates apply may also be rated according to one or more of the following land characteristics:
- *whether or not it is situated in a town-site*
- *whether or not it is situated in a particular part of the district.*

The local government has proposed a differential general rate which is more than twice the lowest differential rate.

Fairness and Equity
The Council of the local government has reviewed its expenditure and considered efficiency measures as part of its budget deliberations. This is to be reflected in the council minutes when it adopts the budget strategy and endorses objects and reasons for each differential rating category and each minimum payment.

The objects of imposing differential rates and reasons for each proposed differential general rate are set out by the local government in a publicly available document.

These objects and reasons clearly explain why each differential general rate is proposed to be imposed.

The objects and reasons clearly explain why it is proposed to set the differential general rate at that particular rate.

If a category of ratepayer is significantly contributing to the local government's revenue through fees, charges and other payments, the local government has not used these same costs as the justification for the difference in differential general rate.

If there are fewer than thirty ratepayers who will be subject to the differential general rate, each affected ratepayer has been informed in writing by the local government of:
- *the terms of this policy (through the provision of a copy of this document to the ratepayer*
- *the local government's objects of and reasons for proposing to impose the differential general rates*
- *the differential general rate that will apply to the ratepayer's property; and*
- *the differential general rate that applied in the previous year for comparison and was given at least 21 days to make submissions to the local government on the proposal.*

The ratepayers' submissions, if any, and the local government's response to each ratepayer's submission (as recorded in the minutes of the Council meeting at which the response was adopted) have been provided to the Minister.

Consistency
The local government has rated similar properties that are used for the same purpose in the same way.

The proposed differential rates align with the rating strategy in the corporate business plan and long term financial plan or the council of the local government has detailed its reasons for deviating from that rating strategy.

The local government has reviewed and considered rates proposed in neighbouring or similar local government districts in the rating strategy.

Unconfirmed

Transparency and administrative efficiency
The local government has:
- *prepared and made publicly available a document clearly describing the object of and reason for each differential general rate;*
- *given public notice in a newspaper circulating generally throughout the district and exhibited to the public on a notice board at the local government's office and at every local government library in the district (refer to Rating Policy – Giving Notice)*
- *published the notices after 1 May in the relevant year.*

The public notice published by the local government contained:
- *details of each differential general rate that the local government intends to impose*
- *an invitation for submissions to be made by an elector or ratepayer*
- *a closing date for submissions which is at least twenty one days after the day on which the notice is published*
- *advice on the time and place where a document containing the objects of and reasons for the differential general rates can be inspected.*

The council of the local government has:
- *considered each ratepayer submission (if any)*
- *resolved to make the application provided the Minister with the minutes and agenda papers relevant to these matters.*

Financial/Resource Implications:
The proposed rates in the dollar will be used to raise rates based on valuations against individual properties to raise rate revenue in the 2024/25 financial year.

Strategic Implications:
Strategic Community Plan 2022 - 2032
Strategy 4.2.1 Ensure compliance whilst embracing innovation and best practice principles
Strategy 4.3.2 Adopt and follow better practice processes

Attachments:
Nil

COUNCIL DECISION **010724**

MOVED: Cr Gillam **SECONDED: Cr Wyse**

That Council make application to the Minister for Local Government seeking approval under Section 6.33(3) of the *Local Government Act 1995* to impose a differential rate for UV Mining properties at more than twice the rate of UV Rural properties, as detailed below:

Unimproved Valuations Rating Category	Rate in Cents in the Dollar	Minimum Rate
General Differential Rate	**1.0891**	**$1050**
Mining Differential Rate	**21.147**	**$1050**

VOTING DETAILS **CARRIED: 6/0**

For: **Cr Leonard, Cr Wyse, Cr Scott, Cr Gillam, Cr Summers, Cr Tunbridge**

Against: **Nil**

Unconfirmed

7. MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC

Nil

8. CLOSURE

There being no further business, the Shire President closed the meeting at 6.02pm.

Unconfirmed

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 July 2024

Item 8.3

Attachment 1

Agenda Forum Notes

16 July 2024

AGENDA FORUM NOTES

Tuesday 16 July, 2024

Council Chambers

11-13 Waldeck Street, Dongara

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President welcomed Councillors and Staff and declared the 16 July 2024 Agenda Forum open at 5.00pm.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Members

Councillor M Leonard	President
Councillor B Wyse	Deputy President
Councillor I Scott	
Councillor A J Gillam	
Councillor E Tunbridge	
Councillor P Summers	

Staff

Mr S D Ivers	Chief Executive Officer
Miss P Machaka	Manager Finance
Mr M Connell	Manager Development
Mr M Jones	Manager Operations
Ms S Mearns	Acting Executive Assistant

Guests
Nil

Apologies

Mr S Stubbs	Community Emergency Services Manager
Ms F Boksmati	Acting Manager Community Services

Approved Leave of Absence
Nil

Gallery
Mr B Baskerville

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Mr Bruce Baskerville, ‘Indiaview’ Port Denison posed questions in relation to items CEO 02-07/24 and ID 02-07/24 as detailed in Item 10.

5. DECLARATIONS OF INTEREST

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. PETITIONS AND DEPUTATIONS

Nil

8. CONFIRMATION OF MINUTES

8.1 Minutes of the Ordinary Council Meeting held 25 June 2024

This matter will be dealt with at the Ordinary Council Meeting being held 23 July 2024.

9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

10. REPORTS

10.1 Officer Reports

CC02-07/24	**Accounts for Payment**
Report Purpose	For Council to receive the list of accounts paid under delegated authority during June 2024.
Questions	Nil

CC03-07/24	**Monthly Financial Statements for the Period Ended 31 May 2024**
Report Purpose	For Council to consider and receive the Monthly Financial Statements for the period 1 July 2023 to 31 May 2024.
Questions	Nil

ID01-07/24	**June 2024 Development Delegated Authority Report**
Report Purpose	For Council to receive the June 2024 Development Delegated Authority Report.
Questions	Nil

ID02-07/24	**Proposed Road Names – Twinkling Star Lane and Sea Bird Lane, Port Denison**
Report Purpose	For Council to approve the proposed road names of 'Twinkling Star Lane' and 'Sea Bird Lane' to be applied to the unnamed road sections that run north-west between Herbert and William Streets, Port Denison.
Questions	What additional information can be made public regarding the cause of Landgate's interest in an anomaly concerning the extent of the name Albatross Lane, as referenced in the 'Background' section of the officer's report)?
Response	Response provided during the Agenda Forum as follows: In April 2024 Landgate advised Shire officers of the following: *"Our mapping team has picked up an anomaly concerning the named extent of Albatross Lane in Port Denison. The name Albatross Lane was approved in 2003 between Samuel Street and Leitch Street. However, October 2023 Google Street View shows Albatross Lane signposted further west at George*

	Street. As this could create address confusion, Landgate ask that the Shire review the placement of this street sign and advise us accordingly."
ID03-07/24	**Disposal of Land by Lease – Dongara Airstrip Lease Area A Kailis Drive, Port Denison**
Report Purpose	For Council to consider the disposal by lease of the proposed 'Lease Area A' located at the Dongara Airstrip on a portion of Reserve 36040 Kailis Drive, Port Denison.
Questions	Nil
ID04-07/24	**Disposal of Land by Lease – Dongara Airstrip Lease Area E Kailis Drive, Port Denison**
Report Purpose	For Council to consider the disposal by lease of the proposed 'Lease Area E' located at the Dongara Airstrip on a portion of Reserve 36040 Kailis Drive, Port Denison.
Questions	Nil
CEO01-07/24	**Workplace Health and Safety Program Update**
Report Purpose	To provide an oversight of the Work Health and Safety within the Shire of Irwin and to encourage the ongoing support of Work Health and Safety actions including training, policy & procedure development and managerial support.
Questions	Nil
CEO02-07/24	**Report on Petition Regarding the Proposed Road Name – Sikh Lane, Dongara**
Report Purpose	For Council to acknowledge receipt of a petition submitted to the Shire of Irwin by the Irwin Districts Historical Society in relation to Item ID02-05/24 Proposed Road Name – Sikh Lane, Dongara, discussed at the Ordinary Council meeting held 28 May 2024.
Questions	***Mr Bruce Baskerville, 'Indiaview' Port Denison*** Consideration to include the number petitioners, number of submissions during the advertising period and acknowledge the effort to respond.
CEO03-07/24	Long Term Financial Plan 2024-2039
Report Purpose	For Council to adopt the Long Term Financial Plan 2024-2039 as an informing strategy under the Integrated Planning and Reporting Framework
Questions	Nil

10.2 Committee Reports

10.2.1 WHS Committee Meeting

This matter will be dealt with at the Ordinary Council Meeting being held 23 July 2024.

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

13. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION

Nil

14. MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC

Nil

15. CLOSURE

The Agenda Forum concluded at 5.52pm.

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 July 2024

Item CC02-07/24

Attachment 1

Accounts for Payment – June 2024

Shire of Irwin

List of Accounts paid June 2024 for presentation to the Council Meeting 23 July 2024

MUNICIPAL/(TRUST) PAYMENTS

EFT/CHQ #	DATE	PAYEE	DESCRIPTION	PAYMENTS
EFT32112	11/06/2024	AMPAC DEBT RECOVERY (WA) PTY LTD	RATES DEBT RECOVERY SERVICES	-1,449.15
EFT32113	11/06/2024	AMY CHADBOURNE	COMMUNICATIONS AND MEDIA CONSULTANCY SERVICES	-6,615.00
EFT32114	11/06/2024	AUSTRALIA POST	POSTAGE CHARGES	-434.80
EFT32115	11/06/2024	AVON WASTE	FRONT LIFT AND 240LT WASTE COLLECTION	-36,429.11
EFT32116	11/06/2024	CONSTRUCTION TRAINING FUND	CONSTRUCTION TRAINING FUND RECONCILIATION	-1,504.45
EFT32117	11/06/2024	BP ROADHOUSE DONGARA	NEWSPAPERS - MAY 2024	-171.30
EFT32118	11/06/2024	DEPARTMENT OF ENERGY, MINES, INDUSTRY REGULATION AND SAFETY	BUILDING SERVICES RECONCILIATION	-4,920.85
EFT32119	11/06/2024	BOB WADDELL & ASSOCIATES PTY LTD - RATES	ASSISTANCE WITH RATE SERVICES	-1,237.50
EFT32120	11/06/2024	CARL SCUDDER	BUILDING MAINTENANCE REPAIRS	-2,410.00
EFT32121	11/06/2024	CORSIGN WA	SIGNAGE	-158.40
EFT32122	11/06/2024	DELTA CLEANING SERVICES	CONTRACT CLEANING	-18,920.44
EFT32123	11/06/2024	LANDGATE - WESTERN AUSTRALIAN LAND INFORMATION AUTHORITY	RURAL UV GENERAL REVALUATION 2023/24 AND INTERIM SCHEDULES	-9,374.69
EFT32124	11/06/2024	DONGARA CONCRETE SERVICES	INSTALL NEW FLAG POLE AT MEMORIAL PARK	-495.00
EFT32125	11/06/2024	CANCELLED		0.00
EFT32126	11/06/2024	TYREPOWER DONGARA	REPLACE BATTERY IN JOHN DEERE TRACTOR	-287.00
EFT32127	11/06/2024	DONGARA VETERINARY HOSPITAL	FERAL CAT EUTHANASIA	-140.00
EFT32128	11/06/2024	DONGARA TOWING & 4X4 RECOVERY	TRANSPORT OF HOLDEN COLORADO	-550.00
EFT32129	11/06/2024	DONGARA TREE SERVICES	PRUNING OF TREES	-7,315.00
EFT32130	11/06/2024	EASTMAN POLETTI SHERWOOD ARCHITECTS	RUSS COTTAGE ROOF UPGRADE - COST FOR SCOPE OF WORKS	-2,717.00
EFT32131	11/06/2024	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	EMERGENCY SERVICES LEVY	-27,568.41
EFT32132	11/06/2024	FIRST HEALTH SERVICES	MEDICAL PRACTISE MANAGEMENT SUPPORT - MEDICAL CENTRE	-13,475.00
EFT32133	11/06/2024	FIVESTAR BUSINESS SOLUTIONS & INNOVATION	PRINTER CHARGES - ADMIN, LIBRARY AND REC CENTRE	-1,297.74
EFT32134	11/06/2024	FUELFIX PTY LTD	SUPPLY AND INSTALLATION OF NEW PROCESSOR BOARD AND PROGRAMMING PIN PAD TO REPAIR SITE BOWSER	-3,708.69
EFT32135	11/06/2024	CITY OF GREATER GERALDTON	MERU WASTE DISPOSAL CHARGES	-15,482.72
EFT32136	11/06/2024	REFUEL AUSTRALIA	FUEL CARD PURCHASES & BULK DIESEL FUEL PURCHASES	-39,827.19
EFT32137	11/06/2024	GHD PTY LTD	DESKTOP REVIEW ON POINT LEANDER DR & BLENHEIM RD ROUNDABOUT	-2,217.60
EFT32138	11/06/2024	GLASS CO WA	BUILDING MAINTENANCE	-932.25
EFT32139	11/06/2024	GREAT NORTHERN RURAL SERVICES	CHEMICALS FOR WEED SPRAYING	-3,747.96
EFT32140	11/06/2024	HALLINAN REFRIGERATION & AIRCONDITIONING	ANNUAL SERVICING OF AIRCONDITIONING UNITS AT THE VILLAGE	-1,892.00
EFT32141	11/06/2024	HILLE THOMPSON & DELFOS	SURVEY OF KERBING/DRAINAGE & PEDESTRIAN RAMP ON POINT LEANDER DR	-3,190.00
EFT32142	11/06/2024	INTERFIRE AGENCIES	EQUIPMENT AND SUPPLIES FOR BUSH FIRE BRIGADES	-3,024.77
EFT32143	11/06/2024	IN-SITU CONSTRUCTION AND MAINTENANCE	REMOVAL ALL SHARP EDGES AND MAKE SAFE AT SKATE PARK	-3,775.20
EFT32144	11/06/2024	IRWIN SHIRE - RATES	PAYROLL DEDUCTIONS	-1,495.00
EFT32145	11/06/2024	JAMES HALL	GUTTER CLEANING	-2,750.00
EFT32146	11/06/2024	JB HI-FI GROUP PTY LTD	IT EQUIPMENT	-3,849.50
EFT32147	11/06/2024	JUPPS CARPETS & CERAMICS PTY LTD	SUPPLY AND INSTALL FLOORING IN UNIT 31 THE VILLAGE	-2,980.00
EFT32148	11/06/2024	KELYN TRAINING SERVICES	ADVANCED WORKSITE TRAFFIC MANAGEMENT RENEWAL COURSE	-550.00
EFT32149	11/06/2024	BRYAN HENDRICK KLEINSMAN	SITE WORKS FOR CHARITIES LANDSCAPING	-825.00
EFT32150	11/06/2024	MIDWEST AUTO GROUP	SERVICE OF FORD RANGERS	-1,317.90
EFT32151	11/06/2024	LG BEST PRACTICES	OUTSOURCED PAYROLL FUNCTION	-7,491.00
EFT32152	11/06/2024	LO-GO APPOINTMENTS	CONTRACT LABOUR HIRE	-25,742.35
EFT32153	11/06/2024	SHIRE OF IRWIN - LOTTO FUND	PAYROLL DEDUCTIONS	-88.50
EFT32154	11/06/2024	MAIN ROADS WESTERN AUSTRALIA	REFUND	-96,116.90
EFT32155	11/06/2024	MARKS WATERTRUCK	FILL TRANSFER STATION WATER TANKS	-209.00
EFT32156	11/06/2024	MAURICE BATTILANA - LOCAL GOVERNMENT CONSULTANT	CONSULTANCY SERVICES	-375.00
EFT32157	11/06/2024	MCDONALD WHOLESALERS	CATERING	-117.65
EFT32158	11/06/2024	MCLEODS BARRISTERS & SOLICITORS	LEGAL SERVICES	-902.05
EFT32159	11/06/2024	MIDWEST FIRE PROTECTION & SAFETY SERVICES	MONTHLY SERVICING OF FIRE ALARM SYSTEM AT REC CENTRE	-176.00
EFT32160	11/06/2024	MILLS OAKLEY	CONSULTANCY SERVICES	-18,199.50
EFT32161	11/06/2024	MIDWEST SOLAR AND WATER	PLUMBING REPAIRS	-2,470.20
EFT32162	11/06/2024	OFFICEWORKS	STATIONERY	-236.44
EFT32163	11/06/2024	OPTEON PROPERTY GROUP PTY LTD	VALUATION OF AIRPORT	-4,950.00
EFT32164	11/06/2024	P MACHAKA	REIMBURSEMENT	-558.00
EFT32165	11/06/2024	PEMCO DIESEL	REPAIRS TO HINO PRIME MOVER	-1,036.20
EFT32166	11/06/2024	PIRTEK GERALDTON	REPAIRS TO SWEEPER	-1,240.94
EFT32167	11/06/2024	PURELY FILTRATION	REPAIRS TO REVERSE OSMOSIS AT DEPOT	-786.22
EFT32168	11/06/2024	R & J TRUST - PEARCE PAINTING & DECORATING	REPAINT OF UNIT 1 THE VILLAGE	-4,763.00
EFT32169	11/06/2024	STATE WIDE TURF SERVICES	SUPPLY AND INSTALL TURF AT MEDICAL CENTRE AND CHARITIES	-12,966.03
EFT32170	11/06/2024	SUMMIT FERTILIZERS	TURF MIX IN BULKA BAG	-715.00
EFT32171	11/06/2024	SUN CITY PRINT AND DESIGN	STATIONERY	-629.20
EFT32172	11/06/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	-325.25
EFT32173	11/06/2024	T BICKER	REIMBURSEMENT	-150.00
EFT32174	11/06/2024	TANIA NICOLE O'BRIEN	TRAVEL SUBSIDY ASSISTANCE FOR RESIDENT ELITE ATHLETES	-400.00
EFT32175	11/06/2024	TRUCK CENTRE (WA) PTY LTD	PARTS FOR PRIME MOVER	-227.98
EFT32176	11/06/2024	KM & SF RYAN-TAYLOR TRADING AS TRIBAL SAFETY SOLUTIONS	REMOTE SUPPORT FOR WHS	-2,502.50
EFT32177	11/06/2024	VISUAL VITAMINS	HIRE OF EQUIPMENT	-550.00
EFT32178	11/06/2024	PUBLIC TRANSPORT AUTHORITY OF WA	BUS TICKET SALES	-271.07
EFT32179	11/06/2024	WA CONTRACT RANGER SERVICES PTY LTD	CONTRACT RANGER SERVICES	-3,080.00
EFT32180	11/06/2024	WELL DONE INTERNATIONAL	CALL CENTRE CHARGES	-525.69
EFT32181	11/06/2024	SYNERGY	ELECTRICITY CHARGES	-9,323.64
EFT32182	11/06/2024	WESTRAC EQUIPMENT	REPAIRS TO DOZER	-4,698.08

Shire of Irwin

List of Accounts paid June 2024 for presentation to the Council Meeting 23 July 2024

MUNICIPAL/(TRUST) PAYMENTS

EFT/CHQ #	DATE	PAYEE	DESCRIPTION	PAYMENTS
EFT32183	11/06/2024	YOUNG MOTORS PTY LTD	SERVICE OF HOLDEN COLORADO	-590.00
EFT32184	11/06/2024	WINC AUSTRALIA PTY LTD	PRINTER CHARGES - DEPOT	-416.37
EFT32185	19/06/2024	AUSTRALIAN TAXATION OFFICE - BAS	BAS RECONCILIATION	-32,671.00
EFT32186	24/06/2024	AIRPORT ALLIANCE CONTRACTING	AIRPORT LIGHTING FAULT DIAGNOSIS AND REPAIR	-3,443.00
EFT32187	24/06/2024	CR GILLAM	MEMBERS ATTENDANCE FEES APRIL TO JUNE 2024	-1,922.00
EFT32188	24/06/2024	ATC WORK SMART	SCHOOL BASED WORK EXPERIENCE	-440.56
EFT32189	24/06/2024	AVON WASTE	FRONT LIFT AND 240LT WASTE COLLECTION	-19,060.77
EFT32190	24/06/2024	CR WYSE	MEMBERS ATTENDANCE FEES APRIL TO JUNE 2024	-1,922.00
EFT32191	24/06/2024	BRAND MECHANICAL SERVICES	REPAIRS TO GROUND MASTER MOWER	-1,006.50
EFT32192	24/06/2024	CARL SCUDDER	BUILDING MAINTENANCE REPAIRS	-1,365.00
EFT32193	24/06/2024	CORSIGN WA	SIGNAGE	-132.00
EFT32194	24/06/2024	CIVIC WORKFORCE MANAGEMENT	HR CONSULTANCY SERVICES	-6,707.80
EFT32195	24/06/2024	DATA#3 LIMITED	MICROSOFT LICENCES	-3,389.02
EFT32196	24/06/2024	DONGARA FREIGHT	FREIGHT CHARGES	-715.99
EFT32197	24/06/2024	LANDGATE - WESTERN AUSTRALIAN LAND INFORMATION AUTHORITY	GRV GENERAL REVALUATION 2023/24 AND CONSOLIDATED MINING TENEMENT ROLL 2023/24	-48,078.58
EFT32198	24/06/2024	DONGARA BODY BUILDERS	REPLACE BRAKE LINING AND DRUMS ON SIDE TIPPER, MONTHLY SERVICING OF HEAVY PLANT AND TRAILERS AND FIT GENERATOR TO TRAILER	-5,428.50
EFT32199	24/06/2024	DONGARA BUILDING & TRADE SUPPLIES	PARKS, GARDENS, BUILDING AND ROAD MAINTENANCE SUPPLIES	-1,235.33
EFT32200	24/06/2024	DONGARA DRILLING & ELECTRICAL	ELECTRICAL REPAIRS	-5,512.82
EFT32201	24/06/2024	TYREPOWER DONGARA	RIMS AND TUBELESS TYRES FOR TOWN TOYOTA LANDCRUISER, BATTERIES FOR AIRSTRIP LIGHTING AND PUNCTURE REPAIR ON SEMI TRAILER AND NISSAN PRIME MOVER	-4,206.50
EFT32202	24/06/2024	DONGARA MIDWEST CRANES SERVICES	HIRE OF CRANE TO MOVE HIRED BUILDING INTO POSITION AT SHIRE DEPOT	-528.00
EFT32203	24/06/2024	DONGARA LOCAL RAG	ADVERTISING	-308.00
EFT32204	24/06/2024	DONGARA HOTEL MOTEL	LAND USE AGREEMENT	-1,391.67
EFT32205	24/06/2024	DONGARA TOWING & 4X4 RECOVERY	TOWING OF FORD EVEREST	-550.00
EFT32206	24/06/2024	ELEMENT ADVISORY PTY LTD	LOCAL PLANNING STRATEGY REVIEW	-15,413.75
EFT32207	24/06/2024	EJAN COMMUNICATIONS	RADIO FOR BOMAG ROLLER	-391.85
EFT32208	24/06/2024	CR TUNBRIDGE	MEMBERS ATTENDANCE FEES APRIL TO JUNE 2024	-1,922.00
EFT32209	24/06/2024	FIRE & SAFETY WA	EQUIPMENT AND SUPPLIES FOR BUSH FIRE BRIGADES	-2,342.90
EFT32210	24/06/2024	ALL DECOR	SUPPLY AND INSTALL VERTICAL BLINDS TO UNIT 31 THE VILLAGE	-1,725.00
EFT32211	24/06/2024	CITY OF GREATER GERALDTON	MERU WASTE DISPOSAL CHARGES AND BUILDING CERTIFICATION SERVICES	-13,152.91
EFT32212	24/06/2024	GERALDTON TROPHY & ENGRAVING CENTRE	DOUBLE NICHE WALL PLAQUE	-415.80
EFT32213	24/06/2024	REFUEL AUSTRALIA	BULK DIESEL FUEL PURCHASE	-9,993.15
EFT32214	24/06/2024	GLASS CO WA	BUILDING MAINTENANCE	-641.15
EFT32215	24/06/2024	GERALDTON LIMESTONE RETAINING WALLS	SITE WORKS FOR SOLAR LIGHT INSTALLATION ON BLENHEIM ROAD	-1,320.00
EFT32216	24/06/2024	GREENFIELD TECHNICAL SERVICES	ASSESSMENT ON CONSTRUCTION PLANS FOR BLENHEIM ROAD ESTATE	-1,320.00
EFT32217	24/06/2024	CR SCOTT	MEMBERS ATTENDANCE FEES APRIL TO JUNE 2024	-1,922.00
EFT32218	24/06/2024	INTERFIRE AGENCIES	EQUIPMENT AND SUPPLIES FOR BUSH FIRE BRIGADES	-1,843.31
EFT32219	24/06/2024	IN-SITU CONSTRUCTION AND MAINTENANCE	CONSTRUCT RE-ENFORCED FOUNDATIONS FOR PYLON ENTRY STATEMENT ON KAILIS DRIVE	-4,529.03
EFT32220	24/06/2024	IRWIN SHIRE - RATES	PAYROLL DEDUCTIONS	-1,495.00
EFT32221	24/06/2024	IRWIN SAND SUPPLIES	DOZER HIRE FOR FIRE EMERGENCY RESPONSE	-2,420.00
EFT32222	24/06/2024	JMH GROUP	PARTS FOR TELEHANDLER	-1,572.42
EFT32223	24/06/2024	JUPPS CARPETS & CERAMICS PTY LTD	SUPPLY AND INSTALL VINYL FLOORING TO UNIT 1 THE VILLAGE	-2,330.00
EFT32224	24/06/2024	KLEENHEAT GAS	GAS CYLINDER YEARLY RENTAL CHARGE	-100.10
EFT32225	24/06/2024	KIRKLAND ELECTRICAL SERVICES	SUPPLY AND INSTALL SOLAR BOLLARD LIGHTS AT THE VILLAGE	-4,510.00
EFT32226	24/06/2024	BRYAN HENDRICK KLEINSMAN	EARTHWORKS FOR SOLAR LIGHTING ON KAILIS DRIVE	-1,716.00
EFT32227	24/06/2024	CR LEONARD	PRESIDENT ATTENDANCE FEES APRIL TO JUNE 2024	-2,500.00
EFT32228	24/06/2024	STATE LIBRARY OF WESTERN AUSTRALIA	BETTER BEGINNINGS LITERACY PROGRAM	-126.50
EFT32229	24/06/2024	LOCK, STOCK & FARRELL	PADLOCKS FOR TRANSFER STATION	-300.30
EFT32230	24/06/2024	LO-GO APPOINTMENTS	CONTRACT LABOUR HIRE	-11,642.41
EFT32231	24/06/2024	SHIRE OF IRWIN - LOTTO FUND	PAYROLL DEDUCTIONS	-80.00
EFT32232	24/06/2024	M2 ON HOLD (A DIVISION OF M2 TECHNOLOGY GROUP PTY LTD)	ON HOLD MESSAGES FOR ADMIN, REC CENTRE AND VISITOR CENTRE	-154.00
EFT32233	24/06/2024	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	-2,803.35
EFT32234	24/06/2024	MITCHELL & BROWN	OVEN FOR UNIT AT THE VILLAGE AND FRIDGE FOR KENNEDY HEIGHTS	-2,990.00
EFT32235	24/06/2024	MIDWEST POWER SOLUTIONS	INSTALL ATS AND CABLE TO DEPOT MAIN SWITCH BOARD FOR EMERGENCY RESPONSE GENERATOR	-4,939.00
EFT32236	24/06/2024	MIDWEST SWEEPING CONTRACTORS & VAC WEST INDUSTRIAL	STREET SWEEPING OF ROADS	-19,230.75
EFT32237	24/06/2024	MIDWEST SOLAR AND WATER	PLUMBING REPAIRS	-821.40
EFT32238	24/06/2024	JLT RISK SOLUTIONS PTY LTD	REGIONAL RISK COORDINATOR	-7,295.56
EFT32239	24/06/2024	NESTLE AUSTRALIA LIMITED TRADING AS NESPRESSO AUSTRALIA	COFFEE PODS FOR ADMIN	-228.00
EFT32240	24/06/2024	NOVOFIT PTY LTD	SERVICE TREADMILLS AT REC CENTRE GYM	-297.00
EFT32241	24/06/2024	OMNICOM MEDIA GROUP AUSTRALIA PTY LTD	ADVERTISING	-2,067.76
EFT32242	24/06/2024	PIXIES SCREEN PRINTS	PROTECTIVE CLOTHING	-110.00
EFT32243	24/06/2024	REPLAS	PARK BENCH FOR FORESHORE	-1,056.96
EFT32244	24/06/2024	R & J TRUST - PEARCE PAINTING & DECORATING	PAINT NEW FRONT DOOR AT UNIT 19 THE VILLAGE	-275.00
EFT32245	24/06/2024	STATE WIDE TURF SERVICES	SUPPLY AND APPLY MERREDIN FOR BLACK BEETLE CONTROL ON DONGARA OVAL AND SECTION ALONG FORESHORE	-3,861.00
EFT32246	24/06/2024	STEWART & HEATON CLOTHING CO	UNIFORMS AND PPE FOR IRWIN AND TOWN BFB	-2,498.33
EFT32247	24/06/2024	ST JOHN AMBULANCE	ANNUAL SERVICING OF FIRST AID KITS	-1,033.34
EFT32248	24/06/2024	CR SUMMERS	MEMBERS ATTENDANCE FEES APRIL TO JUNE 2024	-1,922.00

Shire of Irwin

List of Accounts paid June 2024 for presentation to the Council Meeting 23 July 2024

MUNICIPAL/(TRUST) PAYMENTS

EFT/CHQ #	DATE	PAYEE	DESCRIPTION	PAYMENTS
EFT32249	24/06/2024	DONGARA IGA	MONTHLY CONSUMABLES	-653.20
EFT32250	24/06/2024	TAJ MECHANICAL	COOLANT AND HYDRAULIC OIL	-317.00
EFT32251	24/06/2024	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	-634.99
EFT32252	24/06/2024	CLEANAWAY CO PTY LTD	REMOVAL COSTS OF FRONT LIFT BINS	-4,370.30
EFT32253	24/06/2024	T-QUIP	PARTS FOR SWEEPER	-991.40
EFT32254	24/06/2024	VIRTUAL GRAFFITI AUSTRALIA PTY LTD	FORTIGATE LICENSE RENEWAL	-6,570.00
EFT32255	24/06/2024	PUBLIC TRANSPORT AUTHORITY OF WA	BUS TICKET SALES	-641.88
EFT32256	24/06/2024	WESTSIDE CAR DETAILING	FULL DETAIL CLEAN OF HOLDEN TRAILBLAZER	-500.00
EFT32257	24/06/2024	SYNERGY	ELECTRICITY CHARGES	-7,399.87
EFT32258	24/06/2024	WESTRAC EQUIPMENT	SERVICE OF CAT GRADERS AND POSI TRACK MULCHER	-6,661.43
EFT32259	24/06/2024	ZETTAGRID PTY LTD	REMOTE IT BACKUP COSTS	-9,188.05
EFT32260	28/06/2024	E & MJ ROSHER PTY LTD	SUPPLY AND DELIVERY OF ENCLOSED KUBOTA MOWER	-66,150.00
32201	05/06/2024	WATER CORPORATION	VARIOUS WATER CHARGES	-78,213.28
32202	26/06/2024	SHIRE OF IRWIN	PETTY CASH RECONCILIATION JUNE 2024 - INCLUDING CHANGE OF PLATE FEE, CORPORATE UNIFORM, CATERING AND CITIZENSHIP ITEMS	-311.90
DD22883.1	04/06/2024	TELSTRA AUSTRALIA	SATELLITE PHONE CHARGES	-110.00
DD22918.1	25/06/2024	TELSTRA AUSTRALIA	FREE WIFI DATA CHARGES	-90.00
DD22929.1	30/06/2024	TELSTRA AUSTRALIA	VARIOUS MOBILE & DATA CHARGES	-3238.96
DD22885.1	07/06/2024	WA TREASURY CORPORATION	LOAN 93 - RECREATION CENTRE	-20,727.35
DD22908.1	27/06/2024	WA TREASURY CORPORATION	LOAN 103 - PLANT PURCHASES	-106,592.92
DD22924.1	30/06/2024	WA TREASURY CORPORATION	LOAN GUARANTEE FEES TO 30 JUNE 2024	-20,888.02
CR 030624	03/06/2024	NAB BUSINESS VISA	NAB BUSINESS VISA TRANSACTIONS INCLUDING IT LICENCE/S, SUBSCRIPTION AND EQUIPMENT, ADVERTISING, ACCOMMODATION, REGISTRATION FEES, CAR HIRE, PARTS AND FUEL FOR VEHICLES AND REC CENTRE EXPENSES	-21,449.78
CR 300624	30/06/2024	NAB BUSINESS VISA	NAB BUSINESS VISA TRANSACTIONS INCLUDING IT LICENCE/S, SUBSCRIPTION, ACCOMMODATION, REGISTRATION FEES, CAR HIRE, MEMBERSHIP RENEWALS AND REC CENTRE EXPENSES	-31,492.66
DD22902.1	17/06/2024	N-ABLE PTY LTD	N-ABLE MONTHLY IT CHARGES	-1,016.06
DD22879.1	03/06/2024	AUSTRALIAN PHONE COMPANY PTY LTD	VOIP PHONE CHARGES - MEDICAL CENTRE	-225.23
DD22889.1	13/06/2024	PAKLS PTY LTD	RENTAL CHARGES	-2,300.00
DD22910.1	27/06/2024	PAKLS PTY LTD	RENTAL CHARGES	-2,300.00
63390/20	07/06/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BONDS ADMINISTRATION - BOND	-260.00
DD22881.1	03/06/2024	VESTONE CAPITAL PTY LTD	GYM EQUIPMENT RENTAL	-10,554.20
DD22875.1	04/06/2024	AUSTRALIAN SUPER	SUPERANNUATION	-2,670.45
DD22875.2	04/06/2024	AWARE SUPER PTY LTD	SUPERANNUATION	-19,216.98
DD22875.3	04/06/2024	CBUS SUPER	SUPERANNUATION	-239.10
DD22875.4	04/06/2024	COLONIAL FIRST STATE FIRST CHOICE SUPER	SUPERANNUATION	-560.42
DD22875.5	04/06/2024	HOSTPLUS	SUPERANNUATION	-1,669.59
DD22875.6	04/06/2024	MERCER	SUPERANNUATION	-652.60
DD22875.7	04/06/2024	AMP CORPORATE SUPER - SIGNATURE SUPER	SUPERANNUATION	-461.78
DD22898.1	18/06/2024	AUSTRALIAN SUPER	SUPERANNUATION	-2,781.85
DD22898.2	18/06/2024	AWARE SUPER PTY LTD	SUPERANNUATION	-19,139.50
DD22898.3	18/06/2024	CBUS SUPER	SUPERANNUATION	-167.37
DD22898.4	18/06/2024	COLONIAL FIRST STATE FIRST CHOICE SUPER	SUPERANNUATION	-698.89
DD22898.5	18/06/2024	HESTA SUPER	SUPERANNUATION	-380.66
DD22898.6	18/06/2024	HOSTPLUS	SUPERANNUATION	-1,739.19
DD22898.7	18/06/2024	MERCER	SUPERANNUATION	-652.60
DD22898.8	18/06/2024	AMP CORPORATE SUPER - SIGNATURE SUPER	SUPERANNUATION	-489.92
				-1,164,559.83

Sundry Creditors as at 30/06/2024 **250,532.85**

The Payments included in the above list of Accounts Paid, have been authorised by the Chief Executive Officer under delegation from Council.

10 July 2024

DATE

Shane Ivers
Chief Executive Officer

Shire of Irwin

Corporate Credit Card Expenditure - Payment Reference CR 030624

S.IVERS CREDIT CARD EXPENSES

Date	Payee	Description	Amount
02/05/2024	Links Modular	Program - Rec Centre	$ 264.50
07/05/2024	JAMF Software	Subscription - IT	$ 567.97
08/05/2024	Spotify	Rec Centre Gym Music	$ 12.99
09/05/2024	IS Decisions	IT - Subscription	$ 942.65
10/05/2024	Zoho Corp Pty	IT - Subscription	$ 1,334.30
10/05/2024	JB Hi-Fi	IT Equipment	$ 899.99
15/05/2024	CPP Convention Centre	Parking	$ 21.20
17/05/2024	Wattle Grove Motel	Accommodation	$ 163.00
20/05/2024	Australian Training Management	Training Course Fee	$ 300.00
23/05/2024	Terry Truck Rentals	Car Hire - Doctor	$ 1,477.38
23/05/2024	Seek	Advertising	$ 1,424.50
28/05/2024	Poppies at the Park	Catering	$ 44.00
28/05/2024	Seek	Advertising	$ 269.50
28/05/2024	Virtual Graffiti	IT - Licence/s	$ 182.00
28/05/2024	NAB	Card Fee	$ 9.00
			$ 7,912.98

P.BRACEGIRDLE CREDIT CARD EXPENSES

Date	Payee	Description	Amount
17/05/2024	Apple	iCloud Storage Fee	$ 1.49
28/05/2024	NAB	Card Fee	$ 9.00
			$ 10.49

P.MACHAKA CREDIT CARD EXPENSES

Date	Payee	Description	
30/04/2024	Dropbox	Licence/s	$ 141.63
01/05/2024	Dropbox	Licence/s	$ 28.33
01/05/2024	Davis Instruments	IT - Equipment	$ 785.40
03/05/2024	Dongara Community Resource Centre	Registration Fee	$ 19.10
03/05/2024	Auvik Networks	Network Management	$ 540.75
06/05/2024	Amazon Web Services	Web Hosting	$ 4,443.16
06/05/2024	Zoom	IT Subscription	$ 1,672.72
06/05/2024	EHAWA	Conference Fees	$ 1,050.50
08/05/2024	Dongara Community Resource Centre	Registration Fee	$ 75.05
08/05/2024	Dongara Community Resource Centre	Registration Fee	$ 75.05
09/05/2024	Landgate	Document Fee	$ 30.50
09/05/2024	Landgate	Document Fee	$ 30.50
13/05/2024	Microsoft	Licence/s	$ 29.59
13/05/2024	Microsoft	Licence/s	$ 22.77
13/05/2024	Microsoft	Licence/s	$ 83.05
13/05/2024	Microsoft	Licence/s	$ 1,407.45
13/05/2024	Four Points Sheraton	Accommodation	$ 777.88
13/05/2024	Microsoft	Licence/s	$ 172.26
13/05/2024	Microsoft	Licence/s	$ 167.97
20/05/2024	Zoom	IT Subscription	$ 37.90
27/05/2024	Landgate	Document Fee	$ 30.50
27/05/2024	Perth Ambassador	Accommodation	$ 529.00
28/05/2024	GO Fax Pty Ltd	E-Fax Service - Medical Centre	$ 15.00
28/05/2024	Booking.com	Accommodation	$ 484.38
28/05/2024	CodeTwo	Email Signature for Office 365 Subscription	$ 124.51
28/05/2024	NAB	Card Fee	$ 9.00
			$ 12,783.95

S.STUBBS CREDIT CARD EXPENSES

Date	Payee	Description	Amount
09/05/2024	Courtyard Perth	Accommodation	$ 212.06
15/05/2024	Badgingarra Roadhouse	Fuel	$ 114.16
17/05/2024	Geraldton Parts	Parts for Dongara Bushfire Truck	$ 222.15
27/05/2024	JB Hi-Fi	IT Supplies	$ 184.99
28/05/2024	NAB	Card Fee	$ 9.00
			$ 742.36

TOTAL PAYMENT TO CORPORATE CREDIT CARD ACCOUNT $ 21,449.78

Shire of Irwin

Corporate Credit Card Expenditure - Payment Reference CR 300624

S.IVERS CREDIT CARD EXPENSES

Date	Payee	Description	Amount
29/05/2024	Frontline Trading	Ramp for Golf Club	$ 659.00
04/06/2024	Links Modular	Program - Rec Centre	$ 264.50
07/06/2024	JAMF Software	Subscription - IT	$ 559.10
10/06/2024	Spotify	Rec Centre Gym Music	$ 13.99
13/06/2024	WPSimplePay	IT - Subscription	$ 109.48
13/06/2024	WPSimplePay	IT - Subscription	$ 108.92
17/06/2024	SiteDocs	Annual Subscription	$ 12,726.60
17/06/2024	Harvey Norman Online	Equipment for Council Chambers	$ 1,036.00
18/06/2024	FS*nextendweb.com	IT - Subscription	$ 87.24
18/06/2024	WP GO Maps	IT - Subscription	$ 62.57
18/06/2024	FreeMius	IT - Subscription	$ 62.57
20/06/2024	Rural Health West	Membership	$ 100.00
24/06/2024	Sortly	Annual Subscription	$ 2,172.18
24/06/2024	Live Chat	IT - Subscription	$ 368.25
24/06/2024	7-Eleven	Fuel	$ 190.71
25/06/2024	Live Chat	IT - Subscription	$ 7.78
25/06/2024	Wattle Grove Motel	Accommodation	$ 163.00
26/06/2024	Wattle Grove Motel	Accommodation	$ 92.00
28/06/2024	Links Modular	Program - Rec Centre	$ 264.53
28/06/2024	NAB	Card Fee	$ 9.00
			$ 19,057.42

P.MACHAKA CREDIT CARD EXPENSES

Date	Payee	Description	
30/05/2024	Dropbox	Licence/s	$ 169.95
31/05/2024	Landgate	Document Fee	$ 30.50
03/06/2024	SSL.Com	IT - Subscription	$ 23.32
04/06/2024	Amazon Web Services	Web Hosting	$ 4,869.23
05/06/2024	Zoom	IT Subscription	$ 1,757.18
05/06/2024	Auvik Networks	Network Management	$ 540.75
12/06/2024	Microsoft	Licence/s	$ 31.37
12/06/2024	Microsoft	Licence/s	$ 29.59
12/06/2024	GO Fax Pty Ltd	E-Fax Service - Medical Centre	$ 15.00
12/06/2024	Microsoft	Licence/s	$ 83.05
12/06/2024	Microsoft	Licence/s	$ 1,407.45
12/06/2024	Microsoft	Licence/s	$ 187.44
12/06/2024	Microsoft	Licence/s	$ 167.97
18/06/2024	AusRecord	Stationery	$ 207.90
19/06/2024	Dongara Community Resource Centre	Registration Fee	$ 32.90
19/06/2024	Dongara Community Resource Centre	Registration Fee	$ 29.50
19/06/2024	GODaddy	IT - Subscription	$ 23.95
19/06/2024	Dongara Community Resource Centre	Registration Fee	$ 17.05
19/06/2024	Dongara Community Resource Centre	Registration Fee	$ 62.05
19/06/2024	Dongara Community Resource Centre	Registration Fee	$ 60.95
20/06/2024	Sea Folk Co	Catering	$ 1,065.02
24/06/2024	O'Brien Glass	Deposit	$ 100.00
24/06/2024	Terry Truck Rentals	Car Hire - Doctor	$ 1,481.44
24/06/2024	O'Brien Glass	Refund - Deposit	-$ 100.00
28/06/2024	CodeTwo	IT - Subscription	$ 123.68
28/06/2024	NAB	Card Fee	$ 9.00
			$ 12,426.24

S.STUBBS CREDIT CARD EXPENSES

Date	Payee	Description	Amount
28/06/2024	NAB	Card Fee	$ 9.00
			$ 9.00

TOTAL PAYMENT TO CORPORATE CREDIT CARD ACCOUNT $ 31,492.66

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 July 2024

Item CC03-07/24

Attachment 1

Financial Statements for the period ending 31 May 2024

SHIRE OF IRWIN

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 May 2024

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF IRWIN

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 MAY 2024

NATURE DESCRIPTIONS

REVENUE

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS
Refer 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 non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

PROFIT ON ASSET DISPOSAL
Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

FEES AND CHARGEES
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.

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
Loss on the disposal of fixed assets.

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, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

SHIRE OF IRWIN
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2024

BY NATURE

	Note	Adopted Annual Budget	Revised Annual Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. S
		$	$	$	$	$	%		
Opening Funding Surplus (Deficit)	1	973,616	744,915	744,915	**744,915**	0	0%		
Revenue from operating activities									
Rates	6	6,338,638	6,840,040	6,835,338	**6,839,653**	4,315	0%	▲	
Operating Grants, Subsidies and Contributions	12	602,978	633,274	290,595	324,138	33,543	12%	▲	S
Fees and Charges		2,541,697	2,601,832	2,435,264	2,391,787	(43,477)	(2%)	▼	
Interest Earnings		211,311	233,838	214,807	246,210	31,403	15%	▲	S
Other Revenue		527,100	426,648	216,869	231,599	14,730	7%	▲	
Profit on Disposal of Assets	7	114,707	159,308	0	**0**	0			
		10,336,431	**10,894,941**	**9,992,873**	**10,033,386**				
Expenditure from operating activities									
Employee Costs		(3,706,031)	(4,240,392)	(3,960,060)	(3,968,928)	(8,868)	(0%)	▼	
Materials and Contracts		(3,689,148)	(4,100,885)	(3,848,887)	(4,093,858)	(244,971)	(6%)	▼	
Utility Charges		(501,047)	(472,507)	(446,644)	(547,564)	(100,920)	(23%)	▼	S
Depreciation on Non-Current Assets		(4,518,458)	(4,527,700)	(4,150,256)	(4,448,073)	(297,817)	(7%)	▼	
Interest Expenses		(278,367)	(273,453)	(245,884)	(186,513)	59,371	24%	▲	S
Insurance Expenses		(266,279)	(266,279)	(261,028)	(269,974)	(8,946)	(3%)	▼	
Other Expenditure		(211,016)	(209,016)	(168,043)	(162,450)	5,593	3%	▲	
Loss on Disposal of Assets	7	0	(4,200)	(4,200)	(4,541)	(341)	(8%)	▼	
		(13,170,345)	**(14,094,432)**	**(13,085,002)**	**(13,681,901)**				
Operating activities excluded from budget									
Add back Depreciation		4,518,458	4,527,700	4,150,256	**4,448,073**	297,817	7%	▲	
Adjust (Profit)/Loss on Asset Disposal	7	(114,707)	(155,108)	4,200	**4,541**	341	(8%)	▲	
Movement in Leave Reserve (Added Back)		4,769	7,210	6,600	**7,143**	543	8%	▲	
Amount attributable to operating activities		**1,574,606**	**1,180,311**	**1,068,927**	**811,243**				
Investing activities									
Non-Operating Grants, Subsidies and Contributions	13	7,247,034	5,611,474	569,927	**608,476**	38,549	7%	▲	
Proceeds from Disposal of Assets	7	2,209,126	226,350	0	**4,359**	4,359		▲	
Land Held for Resale	8	0	0	0	**0**	0			
Land and Buildings	8	(382,690)	(344,690)	(33,464)	**(34,677)**	(1,213)	(4%)	▼	
Plant and Equipment	8	(2,017,500)	(1,734,940)	(1,317,539)	**(1,391,235)**	(73,696)	(6%)	▼	
Furniture and Equipment	8	(60,000)	(78,631)	(72,299)	**(76,030)**	(3,731)	(5%)	▼	
Infrastructure Assets - Roads	8	(2,531,040)	(1,524,295)	(1,397,122)	**(1,141,375)**	255,747	18%	▲	S
Infrastructure Assets - Drainage	8	0	0	0	**0**	0			
Infrastructure Assets - Footpaths	8	0	0	0	**0**	0			
Infrastructure Assets - Public Facilities	8	0	0	0	**0**	0			
Infrastructure Assets - Other	8	(5,985,564)	(4,665,339)	(583,096)	**(569,992)**	13,104	2%	▲	
Amount attributable to investing activities		**(1,520,634)**	**(2,510,071)**	**(2,833,592)**	**(2,600,474)**				
Financing Activities									
Proceeds from New Debentures		1,029,000	1,029,000	1,029,000	**1,029,000**	0	0%		
Repayment of Debentures	9	(720,751)	(689,903)	(577,236)	**(490,758)**	86,478	15%	▲	S
Repayment of Lease Financing	9	(32,860)	(32,860)	(30,107)	**(31,836)**	(1,729)	(6%)	▼	
Advances to Community Groups		(100,000)	(100,000)	(80,000)	**(80,000)**	0	0%		
Proceeds from Advances		0	0	0	**0**	0			
Self-Supporting Loan Principal	9	57,539	57,539	57,539	**34,194**	(23,345)	41%	▼	S
Transfer from Restricted Cash - Other		17,285	17,285	0	**0**	0			
Transfer from Reserves	10	799,066	350,000	350,000	**350,000**	0	0%		
Transfer to Reserves	10	(2,076,317)	(45,642)	(41,811)	**(68,360)**	(26,549)	(63%)	▲	s
Amount attributable to financing activities		**(1,027,038)**	**585,419**	**707,385**	**742,240**				
Closing Funding Surplus (Deficit)	1	**549**	**574**	**(312,365)**	**(302,076)**				

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 15 for an explanation of the reasons for the variance.
The material variance adopted by Council for the 2023/24 year is $10,000 and 10%.

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

SHIRE OF IRWIN
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 May 2024

	30 June 2023	31-May-24
	$	$
CURRENT ASSETS		
Cash and cash equivalents	3,685,139	2,743,239
Trade and other receivables	958,316	1,181,442
Other financial assets	34,193	(0)
Inventories	32,618	32,618
TOTAL CURRENT ASSETS	4,714,781	3,957,298
NON-CURRENT ASSETS		
Trade and other receivables	43,472	43,472
Other financial assets	315,011	395,011
Property, plant and equipment	41,635,542	41,922,784
Infrastructure	65,760,799	64,265,790
Right-of-use assets	218,795	182,898
TOTAL NON-CURRENT ASSETS	107,973,619	106,809,954
TOTAL ASSETS	112,688,400	110,767,252
CURRENT LIABILITIES		
Trade and other payables	877,137	872,248
Other liabilities	546,405	1,163,780
Lease liabilities	32,860	1,025
Borrowings	576,842	86,083
Employee related provisions	705,081	705,081
TOTAL CURRENT LIABILITIES	2,738,324	2,828,216
NON-CURRENT LIABILITIES		
Lease liabilities	104,720	104,720
Borrowings	4,885,433	5,914,433
Employee related provisions	68,744	68,744
TOTAL NON-CURRENT LIABILITIES	5,058,897	6,087,897
TOTAL LIABILITIES	7,797,221	8,916,113
NET ASSETS	**104,891,179**	**101,851,139**
EQUITY		
Retained surplus	39,650,349	36,891,950
Reserve accounts	1,600,342	1,318,702
Revaluation surplus	63,640,487	63,640,487
TOTAL EQUITY	**104,891,179**	**101,851,140**

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

OPERATING ACTIVITIES
NOTE 1
ADJUSTED NET CURRENT ASSETS

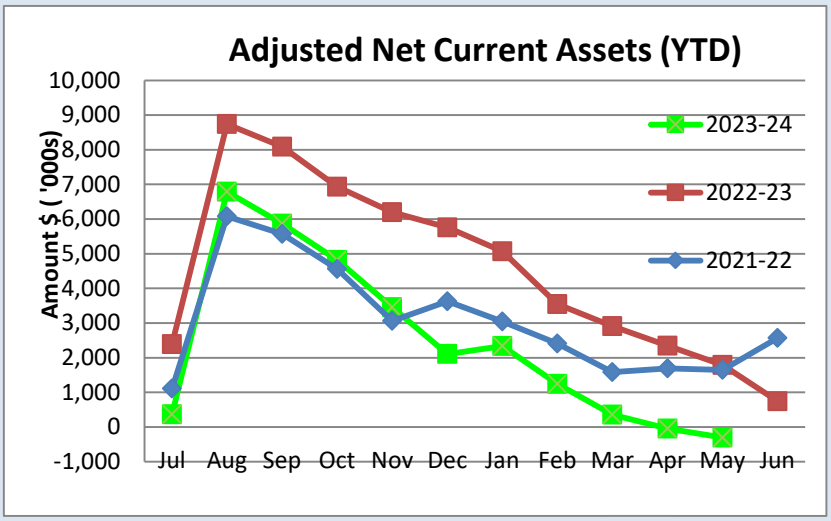
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2023	This Time Last Year 31/05/2023	Year to Date Actual 31/05/2024
		$	$	$
Current Assets				
Cash Unrestricted	2	1,474,777	1,852,823	719,287
Cash Restricted - Reserves	2	1,600,342	1,423,209	1,318,702
Cash Restricted - General	2	373,935	373,935	373,935
Cash Restricted - Bonds & Deposits	2	236,084	239,494	331,314
Receivables - Rates	3	329,597	405,480	853,319
Receivables - Other	3	667,427	434,756	328,040
Inventories	4	32,618	21,521	32,618
		4,714,781	4,751,219	3,957,215
Less: Current Liabilities				
Payables	5	(641,053)	(444,769)	(540,933)
Contract Liabilities	11	(515,074)	(520,505)	(1,132,449)
Financial Liabilities	5	(31,331)	(31,331)	(31,331)
Bonds & Deposits	14	(236,084)	(239,494)	(331,314)
Loan and Lease Liability	9	(609,702)	(91,810)	(87,108)
Provisions	11	(705,081)	(469,818)	(705,081)
		(2,738,324)	(1,797,727)	(2,828,216)
Less: Cash Reserves	10	(1,600,342)	(1,423,209)	(1,318,702)
Add Back: Component of Leave Liability not Required to be funded		167,227	166,396	174,370
Add Back: Loan and Lease Liability		609,702	91,810	87,108
Less : Loan Receivable - clubs/institutions		(34,193)	0	0
Less : Restricted Cash General	15	(373,935)	0	(373,935)
Net Current Funding Position		**744,915**	**1,788,489**	**(302,159)**

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting polices relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



This Year YTD
Surplus(Deficit)
$-0.302 M

Last Year YTD

Surplus(Deficit)
$1.79 M

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Receivables - Rates & Rubbish	30 June 2023	31 May 24
	$	$
Opening Arrears Previous Years	365,548	373,069
Levied this year	6,849,083	7,190,943
Less Collections to date	(6,841,562)	(6,575,255)
Equals Current Outstanding	373,069	988,758
Net Rates Collectable	**373,069**	**988,758**
% Collected	94.83%	86.93%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$
Receivables - General	26,060	3,602	712	165,168	195,542
Percentage	13%	2%	0%	84%	
Balance per Trial Balance					
Sundry Debtors					195,542
Receivables - Other					132,498
Total Receivables General Outstanding					**328,040**

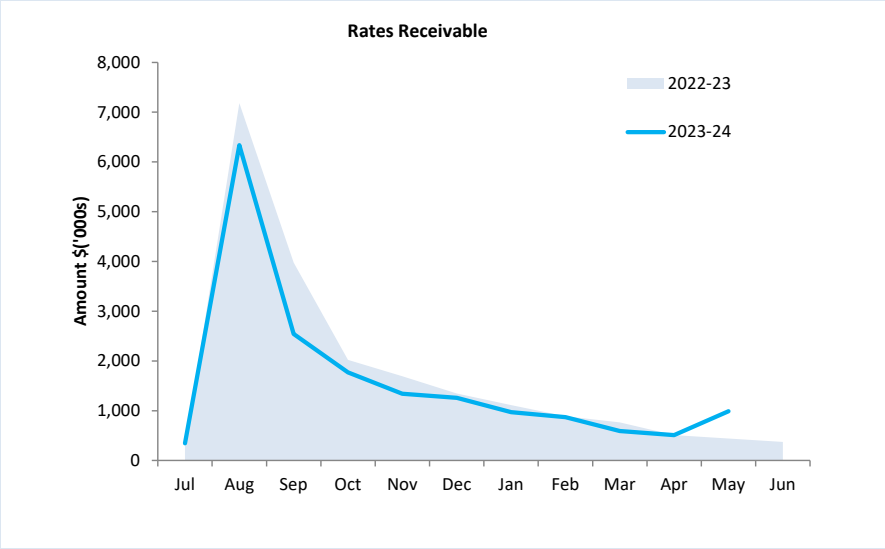
Amounts shown above include GST (where applicable)

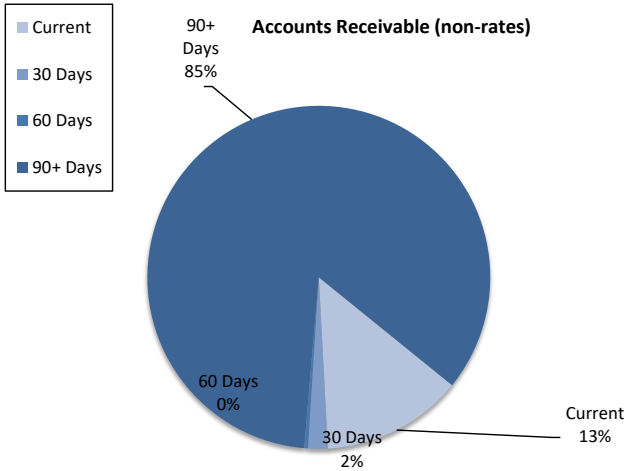
KEY INFORMATION

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.

SIGNIFICANT ACCOUNTING POLICIES

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 uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.





Collected	Rates Due
87%	$988,758

Debtors Due
$328,040

Over 30 Days
87%

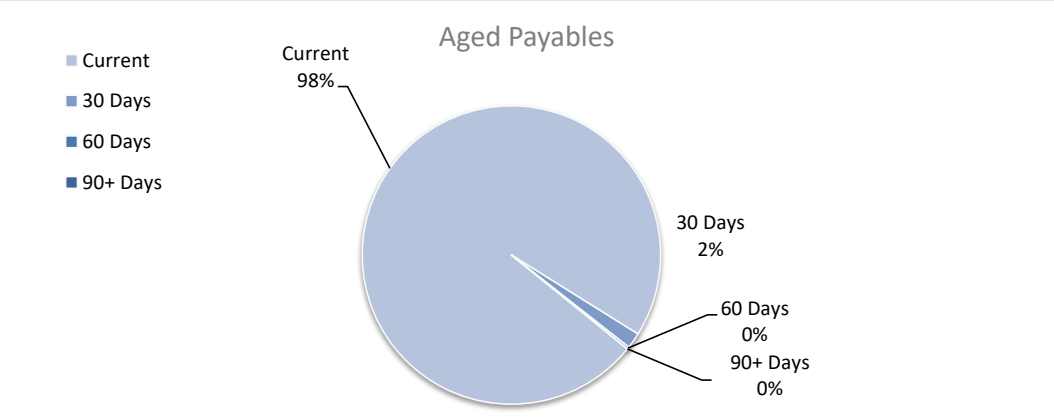
Over 90 Days
84%

OPERATING ACTIVITIES
NOTE 5
Payables

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$
Payables (Sundry Creditors) - General	358,178	6,252	849	0	365,279
Percentage	98.1%	1.7%	0.2%	0%	
Balance per Trial Balance					
Sundry creditors - General					365,279
Other creditors					93,916
ATO liabilities					81,738
Financial liabilities (Developer Contributions)					31,331
Total Payables General Outstanding					**572,264**
Amounts shown above include GST (where applicable)					

KEY INFORMATION

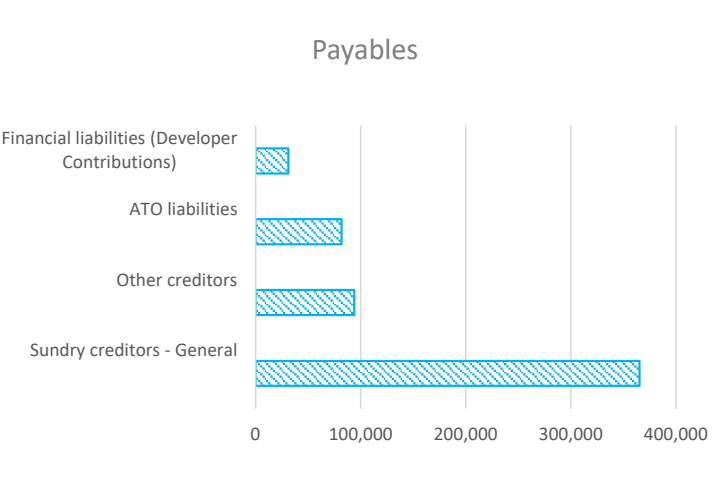
Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are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

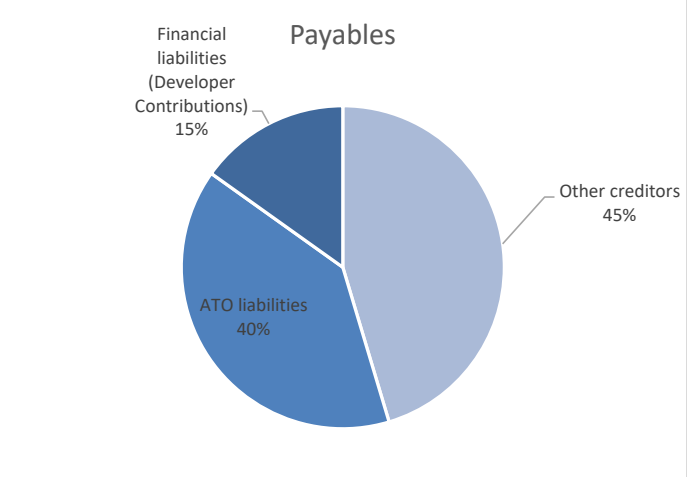


Creditors Due
$572,264

Over 30 Days
2%

Over 90 Days
0%





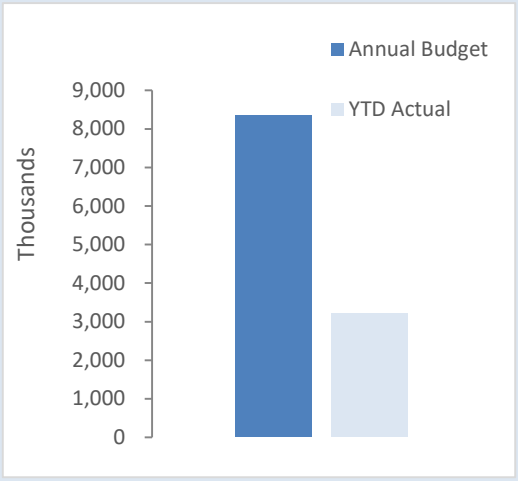
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital Acquisitions	Adopted Annual Budget	YTD Budget	Amended Annual Budget	YTD Actual Total	YTD Budget Variance
	$	$	$	$	$
Land Held for Resale	0	0	0	**0**	0
Land and Buildings	382,690	33,464	344,690	**34,677**	1,213
Plant and Equipment	2,017,500	1,317,539	1,734,940	**1,391,235**	73,696
Furniture and Equipment	60,000	72,299	78,631	**76,030**	3,731
Infrastructure Assets - Roads	2,531,040	1,397,122	1,524,295	**1,141,375**	(255,747)
Infrastructure Assets - Drainage	0	0	0	**0**	0
Infrastructure Assets - Footpaths	0	0	0	**0**	0
Infrastructure Assets - Public Facilities	0	0	0	**0**	0
Infrastructure Assets - Other	5,985,564	583,096	4,665,339	**569,992**	(13,104)
Capital Expenditure Totals	10,976,794	3,403,519	8,347,895	**3,213,309**	(190,211)
Capital acquisitions funded by:					
	$	$	$	$	$
Capital Grants and Contributions	7,247,034	569,927	5,611,474	**608,476**	38,549
Borrowings	1,029,000	1,029,000	1,029,000	**1,029,000**	0
Other (Disposals & C/Fwd)	2,209,126	0	226,350	**4,359**	4,359
Council contribution - Cash Backed Reserves					
Various Reserves		350,000	0	**350,000**	0
Council contribution - operations		**1,454,592**	**1,481,071**	**1,221,474**	(233,118)
Capital Funding Total		**3,403,519**	**8,347,895**	**3,213,309**	**(190,211)**

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.

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	$8.35 M	$3.21 M	38%

Capital Grant	Annual Budget	YTD Actual	% Received
	$5.61 M	$.61 M	11%

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital Expenditure Total
Level of Completion Indicators
0%
20%
40%
60%
80%
100%
Over 100%

Percentage YTD Actual to Annual Budget

Expenditure over budget highlighted in red.

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

% of Completion	Assets	Account Number	Balance Sheet Category	Job Number	Adopted Annual Budget	Amended Annual Budget	YTD Budget	Total YTD	Variance (Under)/Over
					$	$	$	$	$
	Recreation And Culture								
1.00	BOWLING CLUB ACCESSIBLE ABLUTIONS RENOVATIONS	2834	1311	CJ107	(14,690)	(14,690)	(13,464)	(14,691)	(1,227)
0.00	DONGARA PUBLIC TOWN HALL	2834	1311	CJ130	(240,000)	(240,000)	0	0	0
0.12	IRWIN REC CENTRE ROOF UPGRADE - PARTIALLY GRANT FUNDEI	2834	1311	CJ121	(70,000)	(80,000)	(10,000)	(9,990)	10
1.00	RSL - CAPITAL RENEWAL WORKS	2834	1311	CJ142	(8,000)	0	0	0	0
1.00	RUSS COTTAGE-ASBOSTOS REMOVAL	3344	1311	CJ141	(50,000)	(10,000)	(10,000)	(9,996)	4
	Total - Recreation And Culture				**(382,690)**	**(344,690)**	**(33,464)**	**(34,677)**	**(1,213)**
0.10	**Total - Buildings**				**(382,690)**	**(344,690)**	**(33,464)**	**(34,677)**	**(1,213)**
	Plant & Equipment								
	Fire Prevention								
1.00	NEW CESM VEHICLE	0784	1312	V951	(90,000)	0	0	0	0
0.89	PORTABLE VARIABLE MESSAGE BOARD	0784	1312	CJ156	(25,000)	(28,000)	(28,000)	(24,880)	3,120
1.07	STATIC VARIABLE MESSAGE BOARD UPGRADES	0784	1312	CJ157	(30,000)	(30,000)	(16,000)	(32,040)	(16,040)
	Total - Fire Prevention				**(145,000)**	**(58,000)**	**(44,000)**	**(56,920)**	**(12,920)**
	Health								
0.00	DOCTORS VEHICLES	4975	1312	V950	(82,000)	(82,000)	0	0	0
	Total - Health				**(82,000)**	**(82,000)**	**0**	**0**	**0**
	Recreation & Culture								
1.00	TORO Z MASTER MOWER	2844	1312	V868	(37,000)	(37,000)	(33,913)	(37,135)	(3,222)
1.06	OPERATIONAL TOOLS & EQUIPMENT	2865	1312	CJ28	(6,500)	(6,500)	(5,951)	(6,900)	(949)
0.04	GENERATOR - RECREATION CENTRE	2844	1312	CJ105	(45,000)	(45,000)	0	(1,980)	(1,980)
0.00	GROUNDMASTER MOWER ENC CAB	3534	1312	V888	(50,000)	(60,140)	(60,140)	0	60,140
	Total - Recreation & Culture				**(138,500)**	**(148,640)**	**(100,004)**	**(46,015)**	**53,989**
	Transport								
1.01	PRIME-MOVER & TWO TIPPERS	3534	1312	V850	(620,000)	(617,200)	(617,200)	(625,852)	(8,652)
0.00	RETICULATION TRAILER FIT OUT	3534	1312	V895	(10,000)	(10,000)	0	(9,890)	(9,890)
0.00	NEW ISUZU FTS 139-260	3534	1312	V884	(110,000)	(126,890)	0	0	0
0.00	NEW SIGN TRAILER	3534	1312	V886	(10,000)	(10,780)	0	(10,778)	(10,778)
0.00	TRUCK	3534	1312	V885	(70,000)	(81,800)	(81,800)	(81,800)	0
0.00	NEW HEAVY DUTY DROP DECK TRAILER	3534	1312	V866	(120,000)	(106,100)	(106,100)	(106,100)	0
1.00	NEW PLANT TRAILER FOR POSI TRACK	3534	1312	V887	(15,000)	(10,120)	(9,273)	(10,123)	(850)
1.05	UTE SUP ROADS	3534	1312	V870	(44,000)	(45,370)	(41,580)	(47,476)	(5,896)
1.07	UTE RURAL ROAD - MAINTENANCE	3584	1312	V889	(44,000)	(45,370)	(45,370)	(48,626)	(3,256)
1.00	PROJECTS SUPERVISOR	3584	1312	V890	(44,000)	(45,080)	(45,080)	(45,058)	22
1.05	VEHICLE - PATROL OFFICER	3584	1312	V891	(44,000)	(45,370)	(45,370)	(47,476)	(2,106)
1.00	NEW SHIRE POOL	3584	1312	V892	(44,000)	0	0	0	0
1.00	MANAGER VEHICLE	3584	1312	V893	(44,000)	(54,530)	(54,530)	(54,534)	(4)
1.00	NEW MANAGER VEHICLE	3584	1312	V894	(44,000)	0	0	0	0
0.94	EXCAVATOR AND TRAILER	3584	1312	V896	(30,000)	(30,000)	(27,500)	(28,287)	(787)
1.04	OPS MAINTENANCE SUPEVISOR VEHICLE	3584	1312	V898	(44,000)	(45,370)	(45,370)	(47,366)	(1,996)
1.00	EHO VEHICLE	3584	1312	V899	0	(56,320)	(51,623)	(56,318)	(4,695)
	Total - Transport				**(1,337,000)**	**(1,273,980)**	**(1,119,173)**	**(1,219,683)**	**(44,192)**
0.85	**Total - Plant & Equipment**				**(1,702,500)**	**(1,562,620)**	**(1,263,177)**	**(1,322,618)**	**(3,124)**
	Furniture & Equipment								
	Recreation & Culture								
1.00	REC CENTRE CARPET	2824	1312	CJ133	(25,000)	(26,591)	(26,473)	(26,591)	(118)
	Total - Recreation & Culture				**(25,000)**	**(26,591)**	**(26,473)**	**(26,591)**	**(118)**
	Other Property & Services								
1.00	ERP SYSTEM IMPLEMENTATION	0264	1314	CJ145	(300,000)	0	0	375	375
0.95	INFORMATION TECHNOLOGY HARDWARE >$5K	0264	1314	CJ150	(35,000)	(50,000)	(45,826)	(47,398)	(1,572)
0.59	TOWN MAINTENANCE TRUCK TOOLS & EQUIPMENT	5201	1312	CJ53	(15,000)	(15,000)	(13,750)	(8,850)	4,900
	Total - Other Property & Services				**(350,000)**	**(67,040)**	**(59,576)**	**(57,914)**	**1,662**
0.90	**Total - Furniture & Equipment**				**(375,000)**	**(93,631)**	**(86,049)**	**(84,505)**	**1,544**
	Roads								
	Housing								
0.22	THE VILLAGE - FOOTPATHS, HANDRAILS, KERBS	2586	1317	CJ45	(30,150)	(30,150)	(22,611)	(6,600)	16,011
	Total - Housing				**(30,150)**	**(30,150)**	**(22,611)**	**(6,600)**	**16,011**
	Transport								
0.65	RURAL ROAD SHOULDER RECONSTRUCTION	6614	1317	CJ110	(148,698)	(187,501)	(182,769)	(121,996)	60,773
0.88	RURAL ROAD RESHEETING	6614	1317	CJ97	(74,086)	(84,086)	(77,066)	(74,289)	2,777
1.00	RRG GRANT - MT ADAMS ROAD - SLK 0.0 - SLK 12.0KM	6644	1317	CJ131	(449,763)	0	0	(5,725)	(5,725)
0.87	MOUNT HORNER WEST ROAD -SLK 0.00 - 0.000 8KM	6644	1317	CJ132	(182,708)	(262,898)	(256,210)	(229,312)	26,898
0.02	PIGGERY LANE -SLK 0.00 - 0.000 4KM	6644	1317	CJ135	(152,797)	(152,797)	(110,864)	(2,464)	108,400
0.21	VEGETATION PROGRAM	6644	1317	CJ136	(156,750)	(156,750)	(104,500)	(32,760)	71,740
1.16	RRG GRANT - MOUNT ADAMS ROAD (SLK 12.0 - 22.6)	6674	1317	CJ108	(27,761)	(65,184)	(62,560)	(75,725)	(13,165)
1.11	RRG GRANT - POINT LEANDER ASPHALT & INFRASTRUCTURE -SL	6674	1317	CJ138	(463,000)	(10,743)	(10,308)	(11,933)	(1,625)
1.19	RRG GRANT - POINT LEANDER ASPHALT & INFRASTRUCTURE -SL	6684	1317	CJ139	(347,500)	(4,687)	(4,495)	(5,577)	(1,082)
1.30	RRG GRANT - POINT LEANDER ASPHALT & INFRASTRUCTURE -SL	6684	1317	CJ140	(196,500)	(2,756)	(2,641)	(3,576)	(935)
1.00	BLENHEIM ROAD	6694	1317	CJ24	(85,859)	(85,859)	(82,417)	(85,992)	(3,575)
1.00	R2R - WATER SUPPLY ROAD -SLK 0.00 - 0.000 6KM	6754	1317	CJ134	(215,468)	(475,971)	(475,971)	(475,971)	0
	Total - Transport				**(2,500,890)**	**(1,514,788)**	**(1,374,511)**	**(1,153,235)**	**221,276**

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital Expenditure Total
Level of Completion Indicators
0%
20%
40%
60%
80%
100%
Over 100%

Percentage YTD Actual to Annual Budget

Expenditure over budget highlighted in red.

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

% of Completion	Assets	Account Number	Balance Sheet Category	Job Number	Adopted Annual Budget	Amended Annual Budget	YTD Budget	Total YTD	Variance (Under)/Over
					$	$	$	$	$
0.75	**Total - Roads**				**(2,531,040)**	**(1,544,938)**	**(1,397,122)**	**(1,159,835)**	**237,287**
	Infrastructure - Other								
	Housing								
0.50	THE VILLAGE - SOAKWELLS & DOWNPIPES	2585	1318	CJ46	(10,000)	(10,000)	(9,163)	(5,002)	4,161
0.00	TWO HENRY ROAD - LANDSCAPING	2585	1318	CJ113	(8,440)	(8,440)	(7,733)	0	7,733
	Total - Housing				**(18,440)**	**(18,440)**	**(16,896)**	**(5,002)**	**11,894**
	Community Amenities								
0.00	TRANSFER STATION CONCRETE BUND FOR OIL TANKS	1964	1318	CJ118	(34,000)	(34,000)	(34,000)	0	34,000
1.18	TRANSFER STATION CARPARK	1964	1318	CJ152	(36,560)	(36,560)	(36,560)	(43,084)	(6,524)
	Total - Community Amenities				**(70,560)**	**(70,560)**	**(70,560)**	**(43,084)**	**27,476**
	Recreation And Culture								
1.07	SURF BEACH STABILISATION	8054	1318	CJ87	(187,551)	(192,503)	(191,542)	(206,587)	(15,045)
1.00	BOAT RAMP DESIGN	8054	1318	CJ120	(88,876)	(101,197)	(101,197)	(101,197)	0
0.00	DONGARA ENTRY STATEMENTS - BRAND HIGHWAY	2864	1318	C481	(17,300)	(17,300)	(15,851)	0	15,851
1.00	PLAYGROUNDS REPLACEMENT	8064	1318	CJ148	0	(35,200)	(32,263)	(35,200)	(2,937)
0.97	GRANNY'S BEACH RETICULATION	2864	1318	CJ146	(5,000)	(5,000)	(4,576)	(4,828)	(252)
1.00	FORESHORE - PRECINCT	2864	1318	CJ153	(700,000)	0	0	0	0
1.00	FORESHORE PAVILLION - CORE PRECINCT	2864	1318	CJ154	(700,000)	0	0	0	0
0.00	GOLF CLUB ENTRY STATEMENT	2864	1318	CJ123	(8,760)	(8,760)	(8,030)	0	8,030
0.18	TREE PLANTING	2864	1318	CJ49	(12,000)	(12,000)	(11,000)	(2,175)	8,825
	Total - Recreation And Culture				**(1,719,487)**	**(371,959)**	**(364,459)**	**(349,986)**	**14,473**
	Transport								
0.96	DRAINAGE, KERBING & FOOTPATH RENEWAL	6794	1318	CJ94	(56,360)	(56,360)	(28,138)	(54,005)	(25,867)
0.58	BLENHEIM ROAD LANDSCAPING	6794	1318	CJ147	(15,000)	(15,000)	(13,750)	(8,753)	4,997
0.92	SIGNAGE RENEWAL - TOWN & RURAL	6794	1318	CJ111	(5,000)	(5,000)	(4,576)	(4,622)	(46)
1.25	TECHNICAL STUDIES - INFRASTRUCTURE RENEWAL	6794	1318	CJ112	(16,000)	(22,660)	0	(28,426)	(28,426)
0.00	MILO CROSSING UPGRADE	6794	1318	CJ124	(4,000,000)	(4,000,000)	0	0	0
	Total - Transport				**(4,092,360)**	**(4,099,020)**	**(46,464)**	**(95,806)**	**(49,342)**
	Economic Services								
0.61	KAILIS DRIVE ENTRY STATEMENT	3914	1318	CJ36	(84,717)	(84,717)	(84,717)	(51,259)	33,458
	Total - Economic Services				**(84,717)**	**(84,717)**	**(84,717)**	**(51,259)**	**33,458**
0.12	**Total - Infrastructure - Other**				**(5,985,564)**	**(4,644,696)**	**(583,096)**	**(549,349)**	**33,746**
0.38	**Grand Total**				**(10,976,794)**	**(8,190,575)**	**(3,362,907)**	**(3,150,984)**	**268,241**

NOTE 15
EXPLANATION OF SIGNIFICANT 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 budget materially.
The material variance adopted by Council for the 2023/24 year is $10,000 and 10%.

Reporting Nature or Type	Var. $	Var. %	Var. ▲▼	Significant Var. S	Timing/ Permanent	Explanation of Variance
Revenue from operating activities						
Operating Grants, Subsidies and Contributions	33,543	12%	▲	S	Timing	A timing difference of $34k is reflected within Operating Grants, Subsidies and Contributions.
Interest Earnings	31,403	15%	▲	S	Permanent	Interest Earnings show a favourable variance of $31k due to high market interest rates.
Expenditure from operating activities						
Utility Charges	(100,920)	(23%)	▼	S	Timing	Utility charges are tracking above budget as a result of higher usage of water for Parks and Gardens during the very hot and dry summer period.
Interest Expenses	59,371	24%	▲	S	Timing	This is a timing variance which is expected to align to budget by June 2024.
Investing Activities						
Infrastructure Assets - Roads	255,747	18%	▲	S	Timing	Some works have not been completed as originally scheduled and will be carried forward to the 2024/25 financial year.
Financing Actvities						
Repayment of Debentures	86,478	15%	▲	S	Permanent	Lower loan repayments than budgeted.
Self-Supporting Loan Principal	(23,345)	(41%)	▼	S	Timing	Timing of Self Supporting Loan repayment
Transfer to Reserves	(26,549)	(100%)	▼	S	Timing	This is a timing difference which will align to budget by the end of the financial year.

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 July 2024

Item CEO02-07/24

Attachment 1

Petition received from the Irwin Districts Historical Society

PETITION OF ELECTORS
SUPPORTING THE NAME 'SIKH LANE'

STATEMENT REQUIRED TO APPEAR ON EACH PAGE OF THE PETITION

TO THE PRESIDENT OF THE SHIRE OF IRWIN AND SHIRE COUNCILLORS

WE, the undersigned all being residents or electors of the Shire of Irwin, do respectfully request that Council, in accordance with the Shire notice reproduced on the back of this page, **name the un-named lane between Hepburn Street and the Batavia Boulevard carpark, Sikh Lane.**

Elector representative for petition

Correspondence in respect of this petition should be addressed to: Dr Bruce Baskerville, Chair IDHS, 'Indiaview', Point Leander Drive, Port Denison (PO Box 34, Dongara 6525), telephone 0475 454 782, email admin@irwinhistory.org.au

#	Date	Full Name	Residential Address	Signature
1	18/6/24	KEVIN	ACACIA RD	
2	18/6/24	DAMO	161 PT LEANDER	
3	19/6/24	MILTON	DODD STREET	
4	19/6/24	Daryl	Fain Rd Dongara	
5	19/6/24	Bev	Thurkle Sq	
6	19/6/24	Marlene.	Lullach Drive	
7	19/6/24	Connor Stone	Bonniefield	
8	19/6/24	K. Lowe	Dongara	
9	19/06/24	J. Ryall	Bookara.	
10	19.06.24	R. LONG	DONGARA	
11	20.06.24	Charlie Tassone	9 Short St	
12	20/6	K. Lee	5 Osborne Wy	
13	20/6	T. Mitchell	Port Denison	
14	21.6	M. BROGDEN	DONGARA	
15	21.6.	phillip Woods	Dongara	
16	21/6	[illegible]	HERE	
17	21/6	Sam Parker	Dongara	
18	22/6	Bree	Dongara	
19	26/6	Carrie Mitchell	BOOKARA	
20	26/6	Tony Wilson	Springfeild	

Petitioners may contact the Shire on 9927 0000 if they wish to withdraw from this petition or change their comment. Please write clearly to enable elector details to be verified. Only Shire of Irwin electors will be included in the official signature count.

This form has been prepared in accordance with Clause 6.10 of the Shire of Irwin Meeting Procedures Local Law 2016.

PETITION OF ELECTORS
SUPPORTING THE NAME 'SIKH LANE'

DONGARA-DENISON RACH 5/6/24

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

NOTICE OF PUBLIC ADVERTISEMENT
PROPOSED ROAD NAME "SIKH LANE"

Notice is given that the Shire of Irwin has received a request to name the lane that runs east off Hepburn Street, Dongara (in between Smith Street and Moreton Terrace) as ***SIKH LANE***.

Alternate names of 'Punjab' and 'Sojan' are also proposed should 'Sikh' not be approved.

Details of the proposed road names are available for inspection at the Shire Administration Office at 11-13 Waldeck Street, Dongara which is open Monday to Friday 8:30am to 4:30pm or can be downloaded from the Shire of Irwin website at www.irwin.wa.gov.au

Submissions on the road names may be submitted to the Shire of Irwin in writing on or before **Tuesday 25th June 2024.**

Please call 9927 0000 or email reception@irwin.wa.gov.au for further information.

SHANE IVERS
CHIEF EXECUTIVE OFFICER

PMB 21, 11-13 Waldeck Street Dongara WA 6525 | t 9927 0000 | e reception@irwin.wa.gov.au | www.irwin.wa.gov.au

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#	Date	Full Name	Residential Address	Signature
1	17/06/24	Selina Baker	9 Thurkle square	
2	17/06/24	Jessie Te Ano	56 Ayelca pkwy	
3	17/06/24	Skylah Wilson	53 Quondong Rd	
4	18/06/24	Kimberley Wilson	2 Reserve St	
5	18/6/24	Kristin Tilbrook	FRANCIS ST, PT. DENISON	
6	18/6/24	Cass Norton	235 Pt Leander Pt Dn	
7	18/6/24	Caitlin Bunter	33 Damia Circle	
8	18/6/24	PETER WILSON	13 OCEAN DRV	
9	18/6/24	cheryle Wilson	13 Ocean Drive P.D.	
10	18/06/24	SANDRA MC	53 QUONDONG RD	
11	18/06/24	Lachlan Baker	9 Thurkle Square	
12	18/06/24	Ryan Bunter	33 Damia circle	
13	18/6/24	Brigitte taylor	30814 BRAND HWY YUNA	
14	18/6/24	Kat Vincent	30814 Brand Hwy Bonnefield	
15	18/6/24	JESS DUFF	15 REEVE TCE P.D.	
16	18/6/24	Sam Brooks	21 Damia Circle	
17	18/6/24	N. Turvey	20b Ocean Dve	
18	18/6/24	kaylee Mehew	16 william street	
19	18/6	Peter James.	22 Vincent St	
20	18/6	K. Wilson	53 Quondong Rd	

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PETITION OF ELECTORS
SUPPORTING THE NAME 'SIKH LANE'

DONGARA-DENISON RAIL 5/6/24

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

NOTICE OF PUBLIC ADVERTISEMENT
PROPOSED ROAD NAME "SIKH LANE"

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Please call 9927 0000 or email reception@irwin.wa.gov.au for further information.

SHANE IVERS
CHIEF EXECUTIVE OFFICER

PMB 21, 11-13 Waldeck Street Dongara WA 6525 | t 9927 0000 | e reception@irwin.wa.gov.au | www.irwin.wa.gov.au

Petitioners may contact the Shire on 9927 0000 if they wish to withdraw from this petition or change their comment. Please write clearly to enable elector details to be verified. Only Shire of Irwin electors will be included in the official signature count.

This form has been prepared in accordance with Clause 6.10 of the Shire of Irwin Meeting Procedures Local Law 2016.

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 July 2024

Item CEO03-07/24

Attachment 1

Long Term Financial Plan 2024-2039

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Long Term Financial Plan

2024-2039

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Shire of Irwin Administration Centre
11-13 Waldeck Street Dongara WA 6525
PMB 21 DONGARA WA 6525
T 08 9927 0000
reception@irwin.wa.gov.au

irwin.wa.gov.au

1.0 Foreword

We are pleased to present the Shire of Irwin Long Term Financial Plan 2024 – 2039.

This Plan is part of the Shire's ongoing commitment to an integrated approach to planning for the district's future. Despite the current uncertain times globally, the Plan provides the Council and the community with a picture of the Shire's long term financial management. The Plan has been developed to assist the Shire meet its strategic outcomes and objectives, both during and beyond current global uncertainties and other considerations which may impact the community.

The Shire will encounter many challenges and opportunities over the next 15 years. Changes in population levels and demographics bring with them changing community needs and expectations. The Council will require a clear understanding of its capacity to meet these service expectations as it maintains a strong focus on sound financial management.

Council welcomes community participation in the planning process as we continue to follow the strategic direction for a promising future for our district. We invite members of the community to contact a councillor or senior council staff member if they have any questions.

The Shire of Irwin's Long Term Financial Plan is an important planning tool as we strive to achieve the strategies set out in the Shire of Irwin Strategic Community Plan 2021-2031.

This Plan will be used with the Corporate Business Plan to drive the Shire in achieving its vision of "a safe place to live, an exciting place to visit and a progressive place to work".

The Shire has devoted significant resources to improving its strategic planning and implementation. This work continues as we constantly seek to improve systems and service delivery.

Mark Leonard Shane Ivers

President Chief Executive Officer

2.0 Background

2.1 Irwin

The Shire of Irwin covers an area of 2,369.3 square kilometres, 3.5 hours north of Perth along the stunning Coral Coast of Western Australia, the twin towns of Dongara Port Denison are the ultimate weekend getaway.

Dongara and Port Denison are divided by the Irwin River, which creates a scenic landmark as it meanders between the two towns. The Dongara Port Denison region offers some lovely day trips and we highly recommended visitors explore the coast and inland on their journey here.

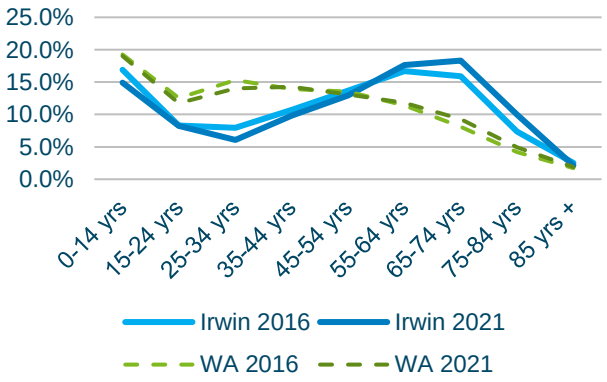
2.2 People

The following statistics reflect the Shire's population in comparison to the population of the state of Western Australia.

The Shire had an estimate resident population of 3,680 people (Australian Bureau of Statistics Census, 2021) on the night of the 2021 census.

Population	2016		2021
Irwin	3,569	⬇	3,680
WA	2.47m	⬆	2.66m

This chart reflects the percentage of the estimated resident population within each age grouping for the Shire of Irwin (blue lines) and Western Australia (green dotted lines) on the night of the 2016 and 2021 census.



In comparison to the Western Australia demographic, the Shire has a lower proportion of residents in the under 54 age ranges. The proportion of people aged over 54 years is higher than the State average.

The Shire also experiences a significant influx of tourists at certain times of the year.

3.0 Key Information

Vision / Strategic Objectives

Diverse heritage, vibrant community, prosperous future.

A friendly, safe and inclusive community enjoying a high quality lifestyle

A prosperous and diverse economy

Custodianship of our natural and built environment

Leading the community with engaged and progressive governance

Assumptions

3.5%	Inflation Rate
Increasing	Population
Increasing	Levels of Service
Stable	Operations
Balanced	Annual Budget
5.0%	Rates
4.7%	Fees and Charges
3.5%	Employee Costs

Statistics[1] [2]

6	Council Members[1]
54	Employees[1]
2,795	Electors[1]
2,155	Dwellings[1]
355km	Distance from Perth[1]
2,223km[2]	Area[2]
3,680	Population[2]

[1]WALGA Online Local Government Directory 2022/23, Shire of Irwin

[2]Australian Bureau of Statistics 2021 Census of Population and Housing, Irwin (LGA54060)

4.0 Executive Summary

The following information provides a brief summary of the Long Term Financial Plan 2024 – 2039, this should be read in conjunction with the underlying assumptions detailed in this Plan.

4.1 Planning for a Progressive and Stable Future

The Shire of Irwin is planning for a positive future with strong growth in the district. The Shire seeks to where possible, improve service levels into the future while ensuring a healthy financial position.

Long term maintenance and renewal of the Shire's infrastructure remains a significant challenge and requires external funding to ensure the economic and social benefits of the Shire's infrastructure to the broader region and Western Australia are not impacted.

4.2 Significant Issues

The continued provision of community infrastructure remains one of the key priorities and major expenditure items for the Shire.

Road maintenance and renewal remain a high priority for the Shire due to the strategic economic benefit the road network provides to the district and broader region. Associated with the road network is the maintenance and renewal of drainage infrastructure.

Adequate maintenance, renewal and upgrading of the road network remains highly dependent on the receipt of external grants and contributions.

Rate revenue is forecast to increase at 5.0% (CPI 3.5%+1.5%) for the term of the Plan. These increases are to assist in the long term financial stability of the Shire and to increase the level of services to the community. These increases will be reviewed annually when setting future budgets.

4.3 Forecast Capital Projects

A capital works program has been planned over the term of the Plan with a mixture of new, upgrade and assets renewals aimed at ensuring the continued provision of high quality community infrastructure to residents of the Shire.

The capital works program has been developed in response to the strategic priorities identified in the Strategic Community Plan. Funding for these projects has been sourced through general revenue, utilsing reserves and external grants and contributions. External funding is required to undertake these works.

The table on the following page shows the capital works currently planned over the period of this Plan.

4.3.1 Forecast Capital Projects by Asset Class

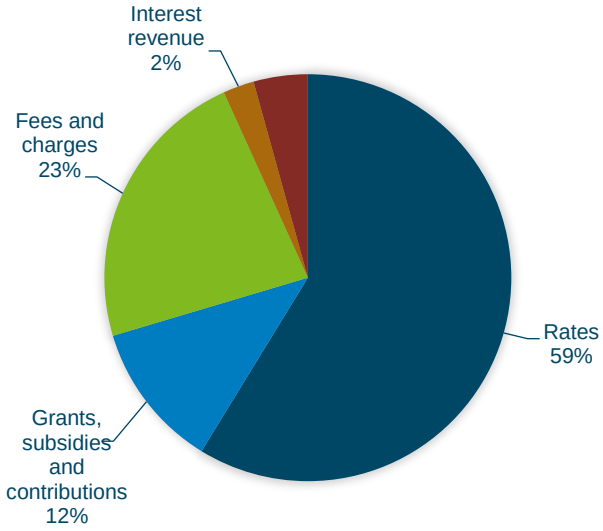
Project by Asset Class	2024 – 2039 Amount ($)
Plant and Equipment	
Plant Replacement Program	17,155,804
Furniture and Equipment	
Furniture & Equipment - Irwin Recreation Centre	259,625
Furniture & Equipment Renewal	359,478
Infrastructure - roads	
Regional Road Group Projects	26,960,891
MRWA Direct Funding Projects	938,639
Roads to Recovery Projects	4,293,771
Local Roadworks - Footpaths	1,530,280
Local Roadworks - Renewal	3,994,207
Buildings	
Council Priority Project	2,217,436
Safety upgrade for Denison House	210,623
Renewal/ Upgrade of Buildings	1,287,884
Other Infrastructure	
Council Priority Project	4,517,732
Other Infrastructure - Parks & Gardens	1,994,141
Other Infrastructure - Works	239,658
Transfer Station Renewal	1,704,243
Foreshore Project	5,175,000

5.0 Long Term Financial Planning Overview

5.1 Forecast Revenue

Rates are expected to generate $6.7m in 2024/25 before increasing at 5.0% per annum to $13.2m in 2038/39 and comprise 59% of operating revenue over the term of the Plan. The Shire is reliant on receiving more than $28.5m over the next 15 years in untied operating grants, subsidies and contributions to maintain the current level of operations and services. Capital grants are expected to remain relatively stable for road renewal with significant additional grants required as council seeks to increase the level of service of community infrastructure.

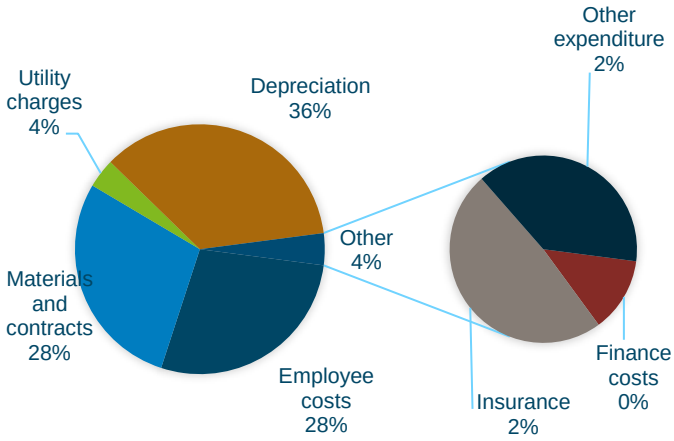
5.1.1 Revenue Composition Year 1 to 15



5.2 Forecast Expenditure

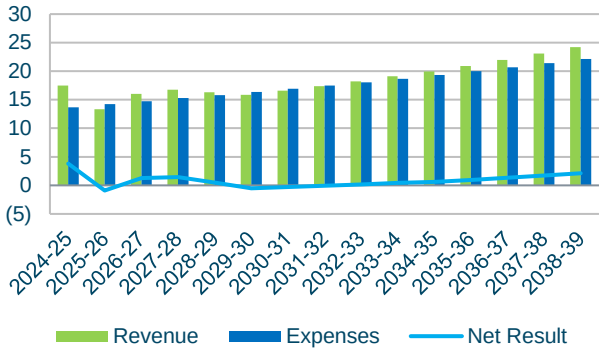
Expenditure for operating activities is forecast to increase in line with inflation with the exception of depreciation which is impacted by the addition of assets over the term of the Plan.

5.2.1 Expenditure Composition Year 1 to 15



5.3 Net Result

The chart below reflects in the green columns, increasing revenue over the life of the Plan as the Shire seeks to improve its financial position and match the increasing forecast expenditure reflected in the blue columns. The bright blue line reflecting the negative net result for the life of the plan.



The positive net result over the long term indicates net asset values will increase faster than depreciation erodes asset values. This indicates an increase in the potential level of service provision to the community from assets. Asset funding is required to ensure the level of service increases. Changes to expected useful life of assets as they are better understood may impact the net result.

5.4 Depreciation

Ideally, the average asset renewal should be in line with depreciation over the long term, to ensure the value of assets is maintained. Given a number of assets have a life exceeding the term of the plan, asset renewal and depreciation are not expected to align exactly.

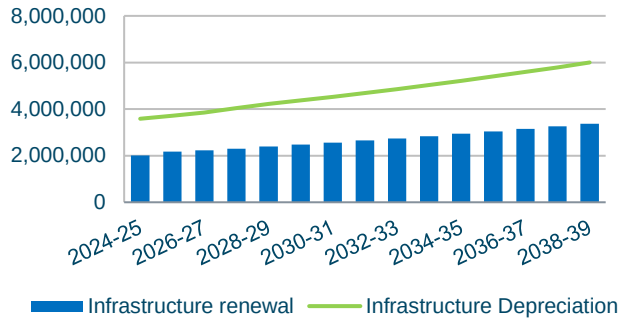
Where the planned asset renewals are higher than depreciation, the written down value of these assets will increase over time as depreciation erodes the value of the assets at a lower rate than they are renewed. Revaluation of assets in line with inflation may mask a real decrease in value where planned asset renewals are lower than depreciation.

Depreciation increases throughout the Plan from $4.8m in year 1 to $7.9m in year 15 as assets are revalued and renewed.

5.0 Long Term Financial Planning Overview (Continued)

5.4.1 Infrastructure Depreciation -V- Asset Renewal Expenditure

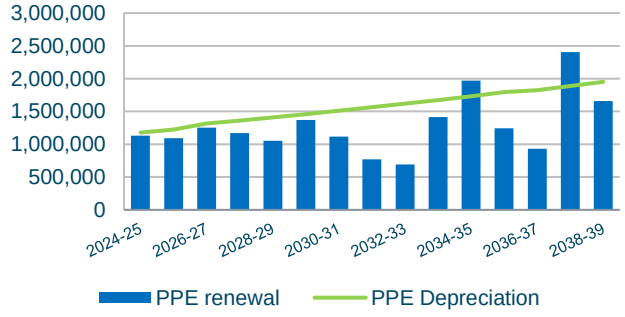
Depreciation of infrastructure over the 15 years is $70.9m, shown by the green line in the chart below. The planned level of infrastructure asset renewal expenditure at $40.1m (reflected by the blue columns) is over the term of the Plan below the level of depreciation.



Further review of asset useful lives for infrastructure assets in future may be required as changes occur in the construction techniques of road pavements occur and traffic loads vary.

5.4.2 Property, Plant and Equipment Depreciation -V- Asset Renewal Expenditure

Planned property, plant and equipment asset renewals of $19.3m (reflected by the blue columns) over the 15 years is less than the depreciation of $23.5m (reflected by the greeen line) over the same period as shown in the chart below.



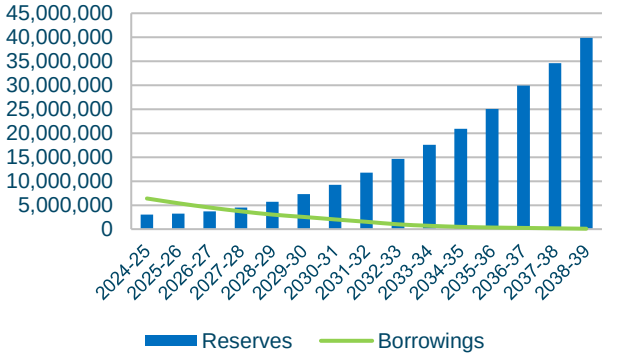
Further improvements in asset management data and the estimation of depreciation along with the future renewal of long lived assets may result in a closer alignment between asset renewals and depreciation.

5.5 Maintenance Expenditure

The current maintenance expenditure allocated in the annual operating budget is expected to continue at current levels, with inflationary increases occurring each year.

5.6 Forecast Borrowings and Cash Reserves

In general, the finances of the Shire are expected to remain stable over the long term. Reserves will be utilised to fund asset renewals initiallly resulting in the decrease in reserve levels before increasing as the Shire saves for major forecast future asset renewals and in line with the priorities identified in the Strategic Community Plan, as shown in the chart below.



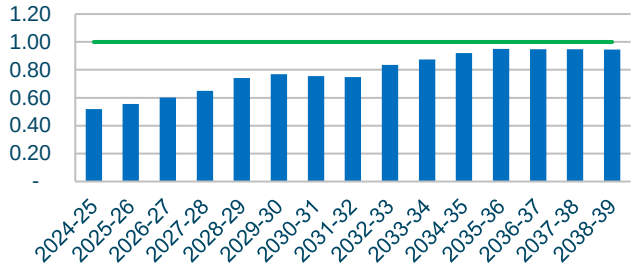
A new borrowing is planned to be drawn down in 2024/25 to assist funding the foreshore project. Borrowings are reduced to nil by 30 June 2040, this is part of the Shire's strategy to allow flexibility to respond to sudden or unexpected expenditure requirements. This strategy also provides scope to leverage off future grant funding opportunities when, and if, they become available. The strategy also includes the use of reserve accounts to save for significant future asset renewal spikes.

5.0 Long Term Financial Planning Overview (Continued)

5.7 Forecast Operating Ratios 2024 – 2039

Monitoring the Shire's financial rigidity and financial position along with its asset management performance is undertaken by preparing and monitoring various statutory ratios. The green line reflects the Department of Local Government, Sport and Cultural Industries' (the Department) minimum target level of the ratio.

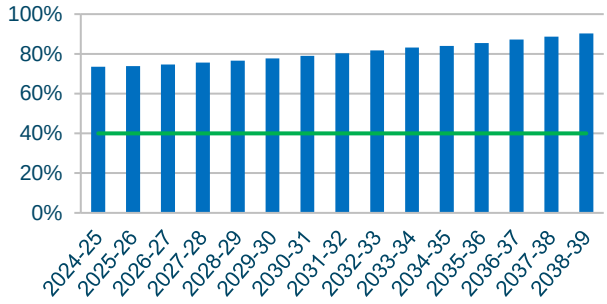
5.8 Current Ratio



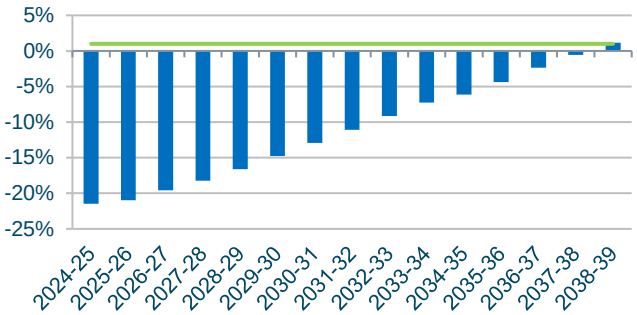
As expected for a Shire with a forecast balanced funding surplus position and current borrowing liabilities, the ratio is less than 1.0. The ratio increase as current loan liabilities are reduced in the outer years of the Plan. The trend is not considered to indicate a threat to the Shire's long term financial position.

5.9 Own Source Revenue Coverage Ratio

The ratio stays well above the target indicating the Shire independence from reliance on grants and contributions for operations.

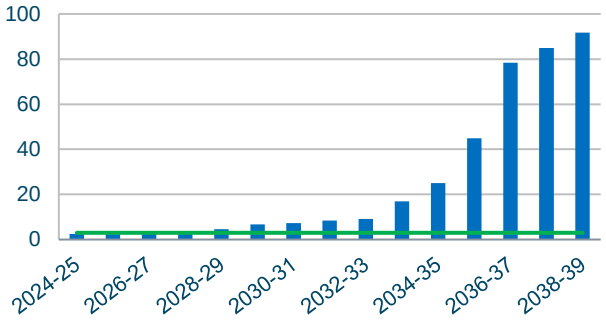


5.10 Operating Surplus Ratio



The ratio reflects the Shire is addressing its significant operating deficit over the plan, and is unable to fund depreciation. This is common for regional local governments due to their limited revenue capacity. The ratio improves where rates increases exceed inflation whilst cost increases are maintained in line with inflation.

5.11 Debt Service Cover Ratio



The ratio reflects how the Shire will pay down exisiting borrowings. The ratio reflects the Shire has limited capacity to borrow during the first five years.

An explanation of all ratios is provided at Section 10.

6.0 Scenario Modelling

6.1 Scenario Modelling

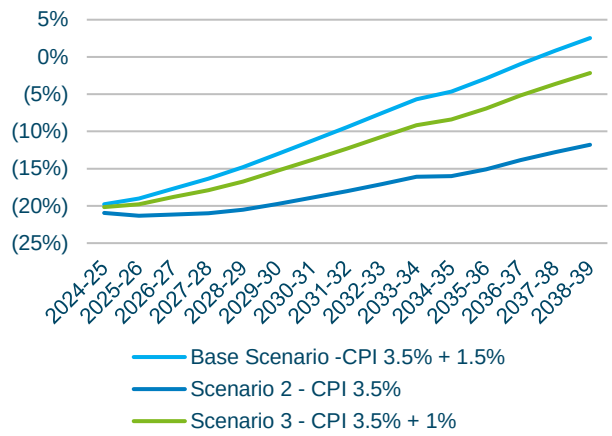
Scenarios were developed to test the financial impact of increased levels of operating funding from rates. To ascertain the effect of increased funding levels, modelling of various scenarios was undertaken. To ascertain the effect of reduced funding levels, modelling of various scenarios was undertaken.

A base scenario was developed with a rates yield of 1.5% above inflation for the term of the Plan. Two alternative scenarios were also developed from this base as shown in the table below. All other assumptions remained the same across the three scenarios.

Scenario	Rates increase above CPI (3.5%)
Base Scenario	1.5%
Scenario 2	0.0%
Scenario 3	1.0%

The base scenario was selected as the most appropriate and has been used for the Plan. The base scenario includes levels of rate revenue and fees and charges to ensure the current levels of operational services are maintained.

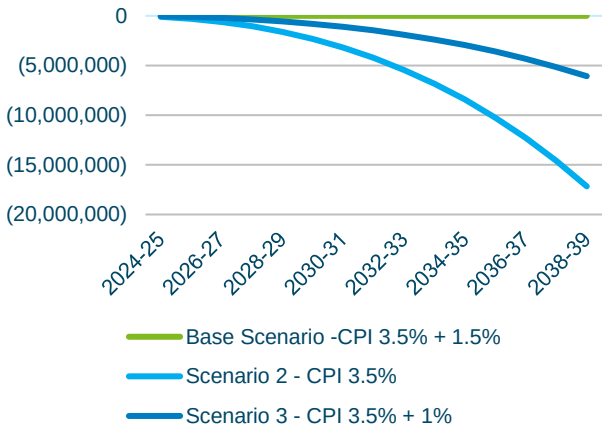
6.2 Scenario Comparison – Operating Surplus Ratio



The chart above shows the impact of the same change in total rates yield on the Shire's Operating Surplus Ratio (other assumptions remaining the same) The base scenario was selected as it maintains existing operational service levels.

The chart below reflects the impact of a change in total rates yield on the estimated surplus (deficit) at June 30 from the base scenario (other assumptions remaining the same).

6.3 Estimated Surplus (Deficit) June 30 Carried Forward



The cumulative impact of the changes in rates along with fees and charges results in the surplus (deficit) shown in the table below.

	Estimated Surplus/(Deficit)		
	Base Scenario	Scenario 2 CPI 3.5% $	Scenario 3 CPI 3.5%+ 1.0% $
2024/25	0	(95,080)	(31,694)
2025/26	0	(295,698)	(98,883)
2026/27	0	(613,096)	(205,682)
2027/28	0	(1,054,808)	(356,533)
2028/29	0	(1,627,171)	(556,234)
2029/30	0	(2,340,538)	(806,848)
2030/31	0	(3,205,910)	(1,110,726)
2031/32	0	(4,234,979)	(1,472,389)
2032/33	0	(5,440,163)	(1,896,666)
2033/34	0	(6,834,650)	(2,388,716)
2034/35	0	(8,432,441)	(2,954,048)
2035/36	0	(10,248,395)	(3,598,540)
2036/37	0	(12,298,279)	(4,328,467)
2037/38	0	(14,598,818)	(5,150,518)
2038/39	0	(17,167,748)	(6,071,825)

7.0 Strategic Planning and Policies

7.1 Linkage with Other Plans

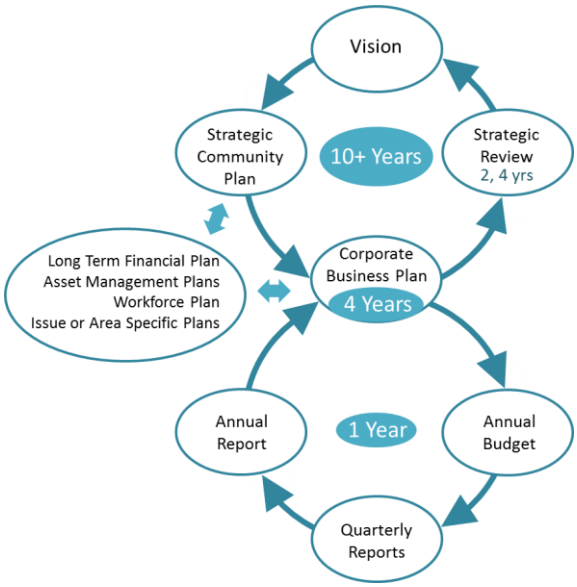
The Long Term Financial Plan is one component of a number of integrated strategic planning practices the Shire has developed. The Long Term Financial Plan considers, and influences, asset management and workforce planning along with other key strategic plans. This Long Term Financial Plan has been prepared to achieve compliance with the *Local Government (Administration) Regulations 1996*.

Development of the Plan has also been influenced by the Department's Integrated Planning Framework and Guidelines.

7.2 Strategic Documents Linkage

This Plan includes, and influences, other strategic planning activities as a mechanism to action the strategies contained in the Shire's Strategic Community Plan, as illustrated in the diagram below.

7.3 Diagram: Integrated Planning and Reporting Cycle[1]



7.4 Strategic Community Plan

The Strategic Community Plan has been prepared to cover a minimum period of 10 years and set out the community's vision, aspirations and objectives for the Shire. To achieve the vision, a series of priorities, objectives and strategies were developed. Many strategies may be required to achieve a single objective and many objectives needed to achieve a single priority.

Individual strategies all require actions involving extra human, physical and financial resources. Achieving the Shire's strategic priorities requires careful operational planning and prioritisation. This planning process is formalised as a Corporate Business Plan which operates on a rolling four-year basis.

7.5 Corporate Business Plan

The Corporate Business Plan contains details of the actions and resources (human, asset and financial) to achieve each strategy and acts as an organisational guide for the Council and management.

The financial capacity and asset management practices to support the Corporate Business Plan are set out in the Long Term Financial Plan for the period. This planning provides an assurance the actions contained in the Corporate Business Plan can be adequately resourced over the next four years and highlights the long term consequences of the application of resources to undertake various projects.

7.6 Other Strategic Plans

The Asset Management Plan, Workforce Plan and other strategic plans integrate with the Long Term Financial Plan through the workforce requirement for assets and financial resources along with the requirements for a workforce to manage the Shire's assets and financial resources. As far as possible, these requirements are met in the Plan.

[1] Department of Local Government, Sport and Cultural Industries, Integrated Planning and Reporting: Framework and Guidelines, September 2016

8.0 Risk Management

8.1 Risk Management

The Shire provides a diverse range of services and facilities to the general public which exposes it to risks. As part of the implementation of Integrated Planning and Reporting, the Shire intends to formalise its risk based management practices to improve the management of identified risks.

The Shire has a practice of conducting a regular review of insurance levels of assets by the Chief Executive Officer to ensure the level is adequate. The Shire's insurer is LGIS.

The Financial Management Regulations require the investment of surplus funds (including cash reserves) to be in term deposits held by authorised deposit taking institutions or Treasury bonds.

The Shire seeks to engage experienced and qualified personnel in areas of high risk and provides them with appropriate ongoing training and equipment to ensure they are able to undertake their roles with minimal risk to the community and the Shire.

8.2 Certainty of Assumptions

Included in the Plan is a detailed analysis of the assumptions used as part of the planning process and the level of risk associated with each assumption.

The impact of the assumptions applied to issues identified as carrying a high risk have been separately disclosed, as has the sensitivity of movements in these assumptions on the financial forecasts set out in this Plan.

8.3 Sensitivity Analysis

Where an assessment has been made that a high level of uncertainty applies to the assumptions, sensitivity analysis has been used to help quantify the potential financial impact of a change in the assumption.

Assumptions with a high level of uncertainty and a higher dollar value present the greatest risk that a movement will result in unexpected and detrimental consequences. The details of this analysis are shown adjacent to each assumption on the following pages.

9.0 Assumptions, Risks, Uncertainties and Sensitivity

9.1 Revenue – Assumptions, Risks, Uncertainties and Sensitivity

Disclosure/Assumption	Assessed Financial Risk	Impact of High Financial Risk Assumptions	Level of Uncertainty	Financial Impact and Sensitivity for Assumption with High Level of Uncertainty/Risk
District Growth in Population: The number of residents in the Shire is expected to remain at current levels.	Medium	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
Rates Level Increase: Annual rates revenue has been based on an increase in the total rate yield of 5.0% (CPI 3.5% + 1.5%).	Medium	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
Grants, Subsidies and Contributions: Increases in line with inflation forecast.	Medium	Not assessed as high financial risk.	High	Not assessed as high level of uncertainty.
Capital Grants, Subsidies and Contributions: Remain in line with funding requirements identified for various capital works.	High	The forecast capital works program is highly dependent on external grants and contributions. Changes in these levels would impact directly on the amount spent on capital projects and ultimately impact on service levels.	High	± $328,884 to the value of capital grants, subsidies and contributions per 1% movement in the value over the life of the Plan.
Fees and Charges: Increases at 1% above forecast inflation of 3.5%.	Medium	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
Interest Earnings: Interest earning of an average rate of 3.5% per annum.	Low	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
Other Revenue: Increases in line with inflation.	Low	Not assessed as high financial risk.	Low	Not assessed as high level of uncertainty.
Profit on Asset Disposal: Profit on asset disposal results from a misallocation of depreciation over the life of the asset. As the level of depreciation is considered appropriate no profit on asset disposals has been included.	Low	Not assessed as high financial risk.	Low	Not assessed as high level of uncertainty.

9.0 Assumptions, Risks, Uncertainties and Sensitivity (Continued)

9.2 Expenditure – Assumptions, Risks, Uncertainties and Sensitivity

Disclosure/Assumption	Assessed Financial Risk	Impact of High Financial Risk Assumptions	Level of Uncertainty	Financial Impact and Sensitivity for Assumption with High Level of Uncertainty/Risk
Employee Costs: Increased annually by forecast inflation.	Medium	Not assessed as high financial risk.	Low	Not assessed as high level of uncertainty.
Materials and Contracts: Increased annually by forecast inflation.	High	The road preservation program and general operations of the Shire are dependent on levels of Federal Financial Assistance Grants. Changes in the levels of these grants would impact directly on the Shire's ability to meet projected service levels.	High	± $754,440 to the value of materials and contracts per 1% movement in the value over the life of the Plan. A high level of uncertainty exists in relation to costs due to the impacts of the mining sector and the current global economic uncertainty.
Depreciation: Depreciation has been calculated using an average depreciation rate based on the estimated useful lives on individual assets.	Low	Not assessed as high financial risk.	Low	Not assessed as high level of uncertainty.
Insurance: Increased at 3.5% in line with forecast inflation for term of the Plan.	Medium	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
Other Expenditure: Base year increased in line with inflation.	Medium	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
Loss on Asset Disposal: A loss on asset disposal results from a misallocation of depreciation over the life of the asset. As the level of depreciation is considered appropriate in the Plan no loss on asset disposals has been included in the Plan.	Low	Not assessed as high financial risk.	Low	Not assessed as high level of uncertainty.

9.0 Assumptions, Risks, Uncertainties and Sensitivity (Continued)

9.3 Assets – Assumptions, Risks, Uncertainties and Sensitivity

Disclosure/Assumption	Assessed Financial Risk	Impact of High Financial Risk Assumptions	Level of Uncertainty	Financial Impact and Sensitivity for Assumption with High Level of Uncertainty/Risk
Revaluations: In line with annual inflation.	Low	The revaluation of assets may result in changes in asset ratio analysis and depreciations leading to a change in the net result. The revaluation of assets will have no impact on cashflows.	High	±$541,070 to the value of property, plant and equipment per 1% movement in the value over the life of the Plan. ±$1,000,210 to the value of infrastructure assets per 1% movement in the value over the life of the Plan.
Impairment of Assets: No impairment of assets has been assumed over the life of the Plan. Impairment of assets usually occurs due to unplanned or unforeseen events such as natural disasters.	High	A widespread major impairment event may result in a requirement for high levels of expenditure to maintain service levels.	Medium	Unable to be quantified.
Infrastructure Assets: Expenditure has been based on historical levels escalated by inflation.	High	The capital works program is highly dependent on Government grants and contributions. Changes in these levels would impact directly on the amount spent on capital projects and ultimately on service levels.	High	±$328,884 to the value of infrastructure assets per 1% movement in the capital grants received over the life of the Plan.
Property, Plant and Equipment: Building expenditure is in accordance with the Corporate Business Plan, and plant expenditure is based on the Plant Replacement Program.	Medium	Not assessed as high financial risk as the frequency of capital grants for buildings is not as pervasive as roadwork's and plant and equipment replacement is not influenced by external grant funds.	Medium	Not assessed as high level of uncertainty.

9.0 Assumptions, Risks, Uncertainties and Sensitivity (Continued)

9.4 Liabilities – Assumptions, Risks, Uncertainties and Sensitivity

Disclosure/Assumption	Assessed Financial Risk	Impact of High Financial Risk Assumptions	Level of Uncertainty	Financial Impact and Sensitivity for Assumption with High Level of Uncertainty/Risk
Borrowings: New borrowings to be considered for capital works where required.	High	If the Shire is not able to secure borrowings in the future, the likely impact will be the cancellation or postponement of related asset acquisitions leading to a reduction in service levels over the short to medium term.	Low	Not assessed as high level of uncertainty.
Employee Entitlements: It has been assumed the Shire will be in a position to meet its obligations in relation to employee entitlements.	Medium	Not assessed as high financial risk.	Low	Not assessed as high level of uncertainty.

9.0 Assumptions, Risks, Uncertainties and Sensitivity (Continued)

9.5 Equity Risks, Uncertainties and Sensitivity

Disclosure/Assumption	Assessed Financial Risk	Impact of High Financial Risk Assumptions	Level of Uncertainty	Financial Impact and Sensitivity for Assumption with High Level of Uncertainty/Risk
Reserve accounts: It has been assumed the **Shire** will invest cash reserves in term deposits with banking institutions and these funds will be available for use during the term of the Plan.	Low	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
Revaluation Surplus: Increasing in line with inflation based revaluation.	Low	The revaluation of assets to their fair value may result in changes in asset ratio analysis and depreciation leading to a change in the net result. The revaluations of assets will have no impact on Cashflows.	High	±$541,070 to the value of property, plant and equipment per 1% movement in the value over the life of the Plan. ±$1,000,210 to the value of infrastructure assets per 1% movement in the value over the life of the Plan.

9.0 Assumptions, Risks, Uncertainties and Sensitivity (Continued)

9.6 Other – Assumptions, Risks, Uncertainties and Sensitivity

Disclosure/Assumption	Assessed Financial Risk	Impact of High Financial Risk Assumptions	Level of Uncertainty	Financial Impact and Sensitivity for Assumption with High Level of Uncertainty/Risk
Ownership of Strategic Assets: The Shire has not planned for the ownership of any strategic assets to be transferred to another party over the term of the Plan.	High	Any significant changes to the ownership of strategic assets would require an amendment to this Plan and, depending on the circumstance, be subject to community consultation.	Low	Not assessed as high level of uncertainty.
Inflators: Forecast inflation at 3.5% per annum.	Medium	Not assessed as high financial risk.	High	± $2,444,446 to operating revenue per 1% movement in the inflators over the life of the Plan. ± $2,647,661 to operating expenditure per 1% movement in the inflators over the life of the Plan.
Commercial Activities: The Shire has no plans to undertake a significant commercial activity during the period the of the Plan.	Medium	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
General Economic Forecasts for State: The economic forecast for the State is closely linked to the success of the mining industry. Demands for minerals is forecast to remain stable in the short term with a corresponding stability of the state economy.	Medium	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
General Economic Forecasts for Region: The region's economy is heavily dependent on pastoral and tourism. This remains the assumption for the term of this Plan.	Low	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.

10.0 Monitoring and Performance

10.1 Monitoring

The Plan will be the subject of a desktop review each year to consider changing circumstances, with a full revision scheduled every two years in line with the review of the Strategic Community Plan.

Monitoring the Shire's financial rigidity and financial position along with its asset management performance is undertaken by preparing and monitoring various statutory ratios.

10.2 Ratio Targets

A series of performance indicators, in the form of financial ratios set out in the table below, have been used to assess the financial performance of the Shire.

To maintain comparability across the industry, these ratios and their respective target ranges, have been derived from the Department's Long Term Financial Planning guidelines and *Regulation 50 of Local Government (Financial Management) Regulation 1996*.

The Department's Advisory Standard also provides target levels for each of the ratios.

Ratio	Calculation	Indication	Minimum target
Current Ratio	current assets minus restricted assets current liabilities minus liabilities associated with restricted assets minus current liabilities associated with long term borrowings	A measure of the Shire's immediate liquidity and the capacity to meet short term financial obligations from unrestricted current assets.	1.0
Operating Surplus Ratio	operating revenue minus operating expense own source operating revenue	A measure of the extent to which own source revenues raised cover operational expenses.	1%
Own Source Revenue Coverage Ratio	own source operating revenue operating expense	A measure of the extent of the Shire's ability to cover costs using only discretionary revenue.	40%
Debt Service Coverage Ratio	Annual operating surplus before interest and depreciation principal and interest	A measure of the extent of the Shire's capacity to generate sufficient cash to cover debt payments.	3

Appendix A1 Forecast Financial Statements

Financial Statements

The following forecast financial statements have been prepared and are included at the end of the Plan.

These forecast statements have been prepared within a framework which accords with the Australian Accounting Standards.

The statements have been prepared based on a number of forecasts and estimates, and readers should ensure they have read and understood the reliance section under Other Matters at the end of the document.

Statements of Comprehensive Income

Often referred to as the operating statement, it shows the revenues and expenses over the periods classified to disclose a net result.

Statement of Financial Position

More commonly referred to as the Balance Sheet, this statement discloses the forecast changes in the balance of assets and liability accounts over the periods.

Statement of Changes in Equity

This statement discloses the changes in equity over the forecast period. It shows the impact of operations on net assets and the movement in cash backed and revaluation reserves.

Statement of Cashflows

Represents the forecast cash inflows and outflows and discloses the changes to the balance of cash over the period.

Statement of Financial Activity

A statement combining operating and capital revenues and expenses and discloses the opening and closing net current forecast surplus (deficit) funding position for each year.

Statement of Net Current Asset Composition

A statement showing how the closing estimated surplus/deficit has been calculated.

Statement of Fixed Asset Movements

A summary of the impact of the Plan on the value of fixed assets over the period. It discloses the movements in the net value of property, plant, and equipment and infrastructure.

Statement of Capital Funding

A summary of the capital expenditure by asset class and the source of funding for each class.

Forecast Ratios

The forecast ratios required by the regulations and discussed earlier under monitoring and performance.

Nature or Type

A number of statements in the Plan are disclosed using nature or type descriptors of revenue and expenditure (for example Rates and Employee Costs). This classification is in accordance with Schedule 1 of the *Local Government (Financial Management) Regulation 1996.*

Refer to Appendix A11– Forecast Significant Accounting Policies and Compilation Report

Appendix A2 Forecast Statement of Comprehensive Income 2024 – 2039

	2020-21	2021-22	2022-23	Base	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	2038-39
	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$
Revenues																			
Rates	5,384,429	5,679,064	5,985,947	6,338,638	6,655,570	6,988,348	7,337,766	7,704,653	8,089,885	8,494,379	8,919,098	9,365,053	9,833,305	10,324,970	10,841,219	11,383,280	11,952,445	12,550,067	13,177,570
Grants, subsidies and contributions	847,884	1,529,910	1,406,119	602,978	1,474,419	1,526,024	1,579,434	1,634,715	1,691,929	1,751,147	1,812,437	1,875,871	1,941,527	2,009,480	2,079,812	2,152,606	2,227,949	2,305,926	2,386,634
Fees and charges	1,990,825	2,246,458	2,433,239	2,541,697	2,656,195	2,776,484	2,902,897	3,035,777	3,175,497	3,322,453	3,477,059	3,639,758	3,811,020	3,991,349	4,181,276	4,381,370	4,592,228	4,814,489	5,048,834
Interest revenue	57,598	62,225	211,177	211,311	195,092	193,229	195,825	205,941	224,967	253,678	293,655	341,156	405,283	477,761	450,945	533,075	637,526	759,350	876,381
Other revenue	235,319	226,127	399,452	527,100	545,549	564,644	584,404	604,856	626,024	647,934	670,610	694,085	718,376	743,520	769,539	796,471	824,349	853,202	883,065
	8,516,055	9,743,784	10,435,934	10,221,724	11,526,825	12,048,729	12,600,326	13,185,942	13,808,302	14,469,591	15,172,859	15,915,923	16,709,511	17,547,080	18,322,791	19,246,802	20,234,497	21,283,034	22,372,484
Expenses																			
Employee costs	(2,956,052)	(3,018,767)	(3,973,011)	(3,706,031)	(3,835,741)	(3,969,990)	(4,108,940)	(4,252,753)	(4,401,598)	(4,555,654)	(4,715,102)	(4,880,135)	(5,050,939)	(5,227,720)	(5,410,691)	(5,600,063)	(5,796,065)	(5,998,928)	(6,208,892)
Materials and contracts	(3,183,806)	(3,630,134)	(4,346,442)	(3,689,148)	(3,818,276)	(4,051,921)	(4,193,725)	(4,340,505)	(4,492,423)	(4,649,672)	(4,812,413)	(4,980,851)	(5,155,177)	(5,335,615)	(5,522,362)	(5,715,642)	(5,915,691)	(6,122,739)	(6,337,042)
Utility charges	(516,330)	(485,453)	(491,619)	(501,047)	(518,584)	(536,736)	(555,524)	(574,967)	(595,092)	(615,923)	(637,480)	(659,794)	(682,889)	(706,788)	(731,528)	(757,132)	(783,631)	(811,057)	(839,440)
Depreciation	(4,485,327)	(4,289,602)	(4,551,218)	(4,518,456)	(4,762,746)	(4,934,818)	(5,159,791)	(5,403,602)	(5,627,281)	(5,828,037)	(6,035,948)	(6,251,273)	(6,474,274)	(6,705,227)	(6,944,414)	(7,192,127)	(7,413,743)	(7,677,761)	(7,951,644)
Finance costs	(222,308)	(244,696)	(255,207)	(278,366)	(254,263)	(250,091)	(209,812)	(170,570)	(139,939)	(113,230)	(91,634)	(69,069)	(45,769)	(24,887)	(14,104)	(9,286)	(6,755)	(5,004)	(3,217)
Insurance	(191,782)	(230,089)	(240,411)	(266,279)	(275,600)	(285,246)	(295,229)	(305,563)	(316,257)	(327,325)	(338,782)	(350,640)	(362,912)	(375,613)	(388,760)	(402,366)	(416,450)	(431,027)	(446,112)
Other expenditure	(211,475)	(235,192)	(202,875)	(211,016)	(218,405)	(226,049)	(233,959)	(242,146)	(250,618)	(259,391)	(268,469)	(277,866)	(287,590)	(297,655)	(308,072)	(318,854)	(330,012)	(341,561)	(353,517)
	(11,767,080)	(12,133,933)	(14,060,783)	(13,170,343)	(13,683,615)	(14,254,851)	(14,756,980)	(15,290,106)	(15,823,208)	(16,349,232)	(16,899,828)	(17,469,628)	(18,059,550)	(18,673,505)	(19,319,931)	(19,995,470)	(20,662,347)	(21,388,077)	(22,139,864)
	(3,251,025)	(2,390,149)	(3,624,849)	(2,948,619)	(2,156,790)	(2,206,122)	(2,156,654)	(2,104,164)	(2,014,906)	(1,879,641)	(1,726,969)	(1,553,705)	(1,350,039)	(1,126,425)	(997,140)	(748,668)	(427,850)	(105,043)	232,620
Capital grants, subsidies and contributions	2,959,085	2,961,125	1,197,091	7,247,034	5,967,525	1,301,539	3,453,656	3,574,534	2,511,957	1,370,620	1,418,591	1,468,242	1,519,630	1,572,818	1,627,866	1,684,842	1,743,812	1,804,844	1,868,014
Fair value adjustments to financial assets at fair value through profit or loss	0	4,937	2,744	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Profit on asset disposals	12,524	101,878	118,538	114,707	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Loss on asset disposal	(189,002)	(82,435)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NET RESULT	(468,418)	595,356	(2,306,476)	4,413,122	3,810,735	(904,583)	1,297,002	1,470,370	497,051	(509,021)	(308,378)	(85,463)	169,591	446,393	630,726	936,174	1,315,962	1,699,801	2,100,634
Other comprehensive income	0	16,744,544	0	0	3,894,528	4,183,142	4,258,135	4,409,308	4,564,050	4,681,753	4,758,188	4,821,892	4,884,510	4,965,849	5,047,152	5,114,159	5,173,374	5,256,232	5,337,215
TOTAL COMPREHENSIVE INCOME	(468,418)	17,339,900	(2,306,476)	4,413,122	7,705,263	3,278,559	5,555,137	5,879,678	5,061,101	4,172,732	4,449,810	4,736,429	5,054,101	5,412,242	5,677,878	6,050,333	6,489,336	6,956,033	7,437,849

Refer to Appendix A11 Forecast Significant Accounting Policies and Compilation Report

Appendix A3 Forecast Statement of Financial Position 2024 – 2039

	2021	2022	2023	Base	30 June 25	30 June 26	30 June 27	30 June 28	30 June 29	30 June 30	30 June 31	30 June 32	30 June 33	30 June 34	30 June 35	30 June 36	30 June 37	30 June 38	30 June 39
	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$
CURRENT ASSETS																			
Unrestricted cash and cash equivalents	904,087	1,001,449	2,084,797	432,183	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634
Restricted cash and cash equivalent	4,110,244	4,009,401	1,600,342	2,877,593	3,067,900	3,238,280	3,711,884	4,506,498	5,676,708	7,297,807	9,214,575	11,779,710	14,678,782	17,606,114	20,891,346	25,069,439	29,942,393	34,623,597	39,849,810
Financial assets	41,513	37,930	34,194	58,574	60,180	61,843	49,759	36,793	37,336	37,886	0	0	0	0	0	0	0	0	0
Trade and other receivables	682,145	997,790	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341
Inventories	28,018	21,521	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618
Other assets	303,091	4,891	4,516	974	974	974	974	974	974	974	974	974	974	974	974	974	974	974	974
TOTAL CURRENT ASSETS	6,069,098	6,072,982	4,838,808	4,484,283	4,675,647	4,847,690	5,309,210	6,090,858	7,261,611	8,883,260	10,762,142	13,327,277	16,226,349	19,153,681	22,438,913	26,617,006	31,489,960	36,171,164	41,397,377
NON-CURRENT ASSETS																			
Financial assets	379,454	346,461	315,010	344,894	284,714	222,871	173,112	136,319	98,983	61,097	61,097	61,097	61,097	61,097	61,097	61,097	61,097	61,097	61,097
Other receivables	57,588	33,392	43,472	43,472	43,472	43,472	43,472	43,472	43,472	43,472	43,472	43,472	43,472	43,472	43,472	43,472	43,472	43,472	43,472
Property plant and equipment	42,709,077	41,609,859	41,854,336	41,100,341	41,980,568	42,776,975	45,675,343	46,435,306	47,167,982	47,906,393	48,621,296	48,971,359	49,304,025	50,207,921	51,131,745	51,657,069	52,015,123	53,070,832	54,107,002
Infrastructure	53,096,281	67,573,407	65,760,798	71,536,205	78,802,610	80,148,979	81,469,014	85,053,030	87,568,558	88,925,751	90,266,814	91,588,823	92,888,661	94,163,012	95,408,349	96,620,927	97,796,762	98,931,640	100,021,077
TOTAL NON-CURRENT ASSETS	96,242,400	109,563,119	107,973,616	113,024,912	121,111,364	123,192,297	127,360,941	131,668,127	134,878,995	136,936,713	138,992,679	140,664,751	142,297,255	144,475,502	146,644,663	148,382,565	149,916,454	152,107,041	154,232,648
TOTAL ASSETS	102,311,498	115,636,101	112,812,424	117,509,195	125,787,011	128,039,987	132,670,151	137,758,985	142,140,606	145,819,973	149,754,821	153,992,028	158,523,604	163,629,183	169,083,576	174,999,571	181,406,414	188,278,205	195,630,025
CURRENT LIABILITIES																			
Trade and other payables	1,609,703	1,310,318	1,032,493	1,032,493	1,032,493	1,032,493	1,032,493	1,032,493	1,032,493	1,032,493	1,032,493	1,032,493	1,032,493	1,032,493	1,032,493	1,032,493	1,032,493	1,032,493	1,032,493
Contract liabilities	1,356,233	499,946	515,074	515,074	515,074	515,074	515,074	515,074	515,074	515,074	515,074	515,074	515,074	515,074	515,074	515,074	515,074	515,074	515,074
Lease liabilities	20,474	17,489	32,860	27,994	29,280	30,626	0	0	0	0	0	0	0	0	0	0	0	0	0
Current portion of long-term liabilities	427,905	560,352	576,842	839,240	996,303	894,347	790,844	679,480	493,365	514,962	499,222	522,525	306,663	223,485	134,338	82,493	84,242	86,029	87,852
Provisions	415,874	547,240	705,081	705,081	705,081	705,081	705,081	705,081	705,081	705,081	705,081	705,081	705,081	705,081	705,081	705,081	705,081	705,081	705,081
TOTAL CURRENT LIABILITIES	3,830,189	2,935,345	2,862,350	3,119,882	3,278,231	3,177,621	3,043,492	2,932,128	2,746,013	2,767,610	2,751,870	2,775,173	2,559,311	2,476,133	2,386,986	2,335,141	2,336,890	2,338,677	2,340,500
NON-CURRENT LIABILITIES																			
Lease liabilities	17,489	0	104,720	59,906	30,626	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Long-term borrowings	4,732,208	5,461,856	4,885,432	4,956,363	5,399,847	4,505,500	3,714,656	3,035,176	2,541,811	2,026,849	1,527,627	1,005,102	698,439	474,954	340,616	258,123	173,881	87,852	0
Provisions	107,091	40,246	68,744	68,744	68,744	68,744	68,744	68,744	68,744	68,744	68,744	68,744	68,744	68,744	68,744	68,744	68,744	68,744	68,744
TOTAL NON-CURRENT LIABILITIES	4,856,788	5,502,102	5,058,896	5,085,013	5,499,217	4,574,244	3,783,400	3,103,920	2,610,555	2,095,593	1,596,371	1,073,846	767,183	543,698	409,360	326,867	242,625	156,596	68,744
TOTAL LIABILITIES	8,686,977	8,437,447	7,921,246	8,204,895	8,777,448	7,751,865	6,826,892	6,036,048	5,356,568	4,863,203	4,348,241	3,849,019	3,326,494	3,019,831	2,796,346	2,662,008	2,579,515	2,495,273	2,409,244
NET ASSETS	**93,624,521**	**107,198,654**	**104,891,178**	**109,304,300**	**117,009,563**	**120,288,122**	**125,843,259**	**131,722,937**	**136,784,038**	**140,956,770**	**145,406,580**	**150,143,009**	**155,197,110**	**160,609,352**	**166,287,230**	**172,337,563**	**178,826,899**	**185,782,932**	**193,220,781**
EQUITY																			
Retained surplus	41,482,269	42,165,339	39,650,352	42,786,223	46,406,651	45,331,688	46,155,086	46,830,842	46,157,683	44,027,563	41,802,417	39,151,819	36,422,338	33,941,399	31,286,893	28,044,974	24,487,982	21,506,579	18,381,000
Reserves - cash backed	1,480,545	1,392,831	1,600,342	2,877,593	3,067,900	3,238,280	3,711,884	4,506,498	5,676,708	7,297,807	9,214,575	11,779,710	14,678,782	17,606,114	20,891,346	25,069,439	29,942,393	34,623,597	39,849,810
Asset revaluation surplus	50,661,707	63,640,484	63,640,484	63,640,484	67,535,012	71,718,154	75,976,289	80,385,597	84,949,647	89,631,400	94,389,588	99,211,480	104,095,990	109,061,839	114,108,991	119,223,150	124,396,524	129,652,756	134,989,971
TOTAL EQUITY	**93,624,521**	**107,198,654**	**104,891,178**	**109,304,300**	**117,009,563**	**120,288,122**	**125,843,259**	**131,722,937**	**136,784,038**	**140,956,770**	**145,406,580**	**150,143,009**	**155,197,110**	**160,609,352**	**166,287,230**	**172,337,563**	**178,826,899**	**185,782,932**	**193,220,781**

Refer to Appendix A11 Forecast Significant Accounting Policies and Compilation Report

Appendix A4 Forecast Statement of Changes in Equity 2024 – 2039

	2021	2022	2023	Base	30 June 25	30 June 26	30 June 27	30 June 28	30 June 29	30 June 30	30 June 31	30 June 32	30 June 33	30 June 34	30 June 35	30 June 36	30 June 37	30 June 38	30 June 39
	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$
RETAINED SURPLUS																			
Opening balance	41,950,687	41,482,269	42,164,339	39,650,352	42,786,223	46,406,651	45,331,688	46,155,086	46,830,842	46,157,683	44,027,563	41,802,417	39,151,819	36,422,338	33,941,399	31,286,893	28,044,974	24,487,982	21,506,579
Net result	(468,418)	595,356	(2,306,476)	4,413,122	3,810,735	(904,583)	1,297,002	1,470,370	497,051	(509,021)	(308,378)	(85,463)	169,591	446,393	630,726	936,174	1,315,962	1,699,801	2,100,634
Amount transferred (to)/from reserves		87,714	(207,511)	(1,277,251)	(190,307)	(170,380)	(473,604)	(794,614)	(1,170,210)	(1,621,099)	(1,916,768)	(2,565,135)	(2,899,072)	(2,927,332)	(3,285,232)	(4,178,093)	(4,872,954)	(4,681,204)	(5,226,213)
Closing balance	41,482,269	42,165,339	39,650,352	42,786,223	46,406,651	45,331,688	46,155,086	46,830,842	46,157,683	44,027,563	41,802,417	39,151,819	36,422,338	33,941,399	31,286,893	28,044,974	24,487,982	21,506,579	18,381,000
RESERVES ACCOUNTS																			
Opening balance	1,480,545	1,480,545	1,392,831	1,600,342	2,877,593	3,067,900	3,238,280	3,711,884	4,506,498	5,676,708	7,297,807	9,214,575	11,779,710	14,678,782	17,606,114	20,891,346	25,069,439	29,942,393	34,623,597
Amount transferred to/(from) retained surplus	0	(87,714)	207,511	1,277,251	190,307	170,380	473,604	794,614	1,170,210	1,621,099	1,916,768	2,565,135	2,899,072	2,927,332	3,285,232	4,178,093	4,872,954	4,681,204	5,226,213
Closing balance	1,480,545	1,392,831	1,600,342	2,877,593	3,067,900	3,238,280	3,711,884	4,506,498	5,676,708	7,297,807	9,214,575	11,779,710	14,678,782	17,606,114	20,891,346	25,069,439	29,942,393	34,623,597	39,849,810
ASSET REVALUATION SURPLUS																			
Opening balance	50,661,707	46,895,940	63,640,484	63,640,484	63,640,484	67,535,012	71,718,154	75,976,289	80,385,597	84,949,647	89,631,400	94,389,588	99,211,480	104,095,990	109,061,839	114,108,991	119,223,150	124,396,524	129,652,756
Total other comprehensive income	0	16,744,544	0	0	3,894,528	4,183,142	4,258,135	4,409,308	4,564,050	4,681,753	4,758,188	4,821,892	4,884,510	4,965,849	5,047,152	5,114,159	5,173,374	5,256,232	5,337,215
Closing balance	50,661,707	63,640,484	63,640,484	63,640,484	67,535,012	71,718,154	75,976,289	80,385,597	84,949,647	89,631,400	94,389,588	99,211,480	104,095,990	109,061,839	114,108,991	119,223,150	124,396,524	129,652,756	134,989,971
TOTAL EQUITY	93,624,521	107,198,654	104,891,178	109,304,300	117,009,563	120,288,122	125,843,259	131,722,937	136,784,038	140,956,770	145,406,580	150,143,009	155,197,110	160,609,352	166,287,230	172,337,563	178,826,899	185,782,932	193,220,781

Refer to Appendix A11 Forecast Significant Accounting Policies and Compilation Report

Appendix A5 Forecast Statement of Cashflows 2024 – 2039

	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	2038-39
	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$
Cash flows from operating activities															
Receipts															
Rates	6,655,570	6,988,348	7,337,766	7,704,653	8,089,885	8,494,379	8,919,098	9,365,053	9,833,305	10,324,970	10,841,219	11,383,280	11,952,445	12,550,067	13,177,570
Grants, subsidies and contributions	1,474,419	1,526,024	1,579,434	1,634,715	1,691,929	1,751,147	1,812,437	1,875,871	1,941,527	2,009,480	2,079,812	2,152,606	2,227,949	2,305,926	2,386,634
Fees and charges	2,656,195	2,776,484	2,902,897	3,035,777	3,175,497	3,322,453	3,477,059	3,639,758	3,811,020	3,991,349	4,181,276	4,381,370	4,592,228	4,814,489	5,048,834
Interest revenue	195,092	193,229	195,825	205,941	224,967	253,678	293,655	341,156	405,283	477,761	450,945	533,075	637,526	759,350	876,381
Other revenue	545,549	564,644	584,404	604,856	626,024	647,934	670,610	694,085	718,376	743,520	769,539	796,471	824,349	853,202	883,065
	11,526,825	12,048,729	12,600,326	13,185,942	13,808,302	14,469,591	15,172,859	15,915,923	16,709,511	17,547,080	18,322,791	19,246,802	20,234,497	21,283,034	22,372,484
Payments															
Employee costs	(3,835,741)	(3,969,990)	(4,108,940)	(4,252,753)	(4,401,598)	(4,555,654)	(4,715,102)	(4,880,135)	(5,050,939)	(5,227,720)	(5,410,691)	(5,600,063)	(5,796,065)	(5,998,928)	(6,208,892)
Materials and contracts	(3,818,276)	(4,051,921)	(4,193,725)	(4,340,505)	(4,492,423)	(4,649,672)	(4,812,413)	(4,980,851)	(5,155,177)	(5,335,615)	(5,522,362)	(5,715,642)	(5,915,691)	(6,122,739)	(6,337,042)
Utility charges	(518,584)	(536,736)	(555,524)	(574,967)	(595,092)	(615,923)	(637,480)	(659,794)	(682,889)	(706,788)	(731,528)	(757,132)	(783,631)	(811,057)	(839,440)
Finance costs	(254,263)	(250,091)	(209,812)	(170,570)	(139,939)	(113,230)	(91,634)	(69,069)	(45,769)	(24,887)	(14,104)	(9,286)	(6,755)	(5,004)	(3,217)
Insurance	(275,600)	(285,246)	(295,229)	(305,563)	(316,257)	(327,325)	(338,782)	(350,640)	(362,912)	(375,613)	(388,760)	(402,366)	(416,450)	(431,027)	(446,112)
Other expenditure	(218,405)	(226,049)	(233,959)	(242,146)	(250,618)	(259,391)	(268,469)	(277,866)	(287,590)	(297,655)	(308,072)	(318,854)	(330,012)	(341,561)	(353,517)
	(8,920,869)	(9,320,033)	(9,597,189)	(9,886,504)	(10,195,927)	(10,521,195)	(10,863,880)	(11,218,355)	(11,585,276)	(11,968,278)	(12,375,517)	(12,803,343)	(13,248,604)	(13,710,316)	(14,188,220)
Net cash provided by (used in) operating activities	2,605,956	2,728,696	3,003,137	3,299,438	3,612,375	3,948,396	4,308,979	4,697,568	5,124,235	5,578,802	5,947,274	6,443,459	6,985,893	7,572,718	8,184,264
Cash flows from investing activities															
Payments for purchase of property, plant & equipment	(1,131,255)	(1,090,508)	(3,471,396)	(1,169,325)	(1,054,666)	(1,368,161)	(1,117,061)	(767,700)	(693,715)	(1,414,831)	(1,972,419)	(1,243,609)	(930,553)	(2,405,380)	(1,660,271)
Payments for construction of infrastructure	(8,276,895)	(2,223,864)	(2,280,633)	(4,693,369)	(3,672,462)	(2,574,403)	(2,664,506)	(2,757,764)	(2,854,286)	(2,954,186)	(3,057,583)	(3,164,599)	(3,275,358)	(3,390,001)	(3,508,653)
Proceeds from capital grants, subsidies and contributions	5,967,525	1,301,539	3,453,656	3,574,534	2,511,957	1,370,620	1,418,591	1,468,242	1,519,630	1,572,818	1,627,866	1,684,842	1,743,812	1,804,844	1,868,014
Proceeds from self supporting loans	58,574	60,180	61,843	49,759	36,793	37,336	37,886	0	0	0	0	0	0	0	0
Proceeds from sale of plant & equipment	393,300	419,920	631,970	524,421	415,693	700,676	447,841	424,011	325,733	451,392	963,579	592,338	431,653	1,183,265	428,888
Net cash provided by (used in) investing activities	(2,988,751)	(1,532,733)	(1,604,560)	(1,713,980)	(1,762,685)	(1,833,932)	(1,877,249)	(1,633,211)	(1,702,638)	(2,344,807)	(2,438,557)	(2,131,028)	(2,030,446)	(2,807,272)	(2,872,022)
Cash flows from financing activities															
Repayment of debentures	(899,453)	(996,303)	(894,347)	(790,844)	(679,480)	(493,365)	(514,962)	(499,222)	(522,525)	(306,663)	(223,485)	(134,338)	(82,493)	(84,242)	(86,029)
Repayment of leases	(27,994)	(29,280)	(30,626)	0	0	0	0	0	0	0	0	0	0	0	0
Proceeds from new debentures	1,500,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Net cash provided by (used in) financing activities	572,553	(1,025,583)	(924,973)	(790,844)	(679,480)	(493,365)	(514,962)	(499,222)	(522,525)	(306,663)	(223,485)	(134,338)	(82,493)	(84,242)	(86,029)
Net increase (decrease) in cash held	189,758	170,380	473,604	794,614	1,170,210	1,621,099	1,916,768	2,565,135	2,899,072	2,927,332	3,285,232	4,178,093	4,872,954	4,681,204	5,226,213
Cash at beginning of year	3,309,776	3,499,534	3,669,914	4,143,518	4,938,132	6,108,342	7,729,441	9,646,209	12,211,344	15,110,416	18,037,748	21,322,980	25,501,073	30,374,027	35,055,231
Cash and cash equivalents at the end of year	3,499,534	3,669,914	4,143,518	4,938,132	6,108,342	7,729,441	9,646,209	12,211,344	15,110,416	18,037,748	21,322,980	25,501,073	30,374,027	35,055,231	40,281,444
Reconciliation of net cash provided by operating activities to net result															
Net result	3,810,735	(904,583)	1,297,002	1,470,370	497,051	(509,021)	(308,378)	(85,463)	169,591	446,393	630,726	936,174	1,315,962	1,699,801	2,100,634
Depreciation	4,762,746	4,934,818	5,159,791	5,403,602	5,627,281	5,828,037	6,035,948	6,251,273	6,474,274	6,705,227	6,944,414	7,192,127	7,413,743	7,677,761	7,951,644
Grants/contributions for the development of assets	(5,967,525)	(1,301,539)	(3,453,656)	(3,574,534)	(2,511,957)	(1,370,620)	(1,418,591)	(1,468,242)	(1,519,630)	(1,572,818)	(1,627,866)	(1,684,842)	(1,743,812)	(1,804,844)	(1,868,014)
Net cash from operating activities	2,605,956	2,728,696	3,003,137	3,299,438	3,612,375	3,948,396	4,308,979	4,697,568	5,124,235	5,578,802	5,947,274	6,443,459	6,985,893	7,572,718	8,184,264

Refer to Appendix A11 Forecast Significant Accounting Policies and Compilation Report

Appendix A6 Forecast Statement of Financial Activity 2024 – 2039

	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	2038-39
	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$
FUNDING FROM OPERATIONAL ACTIVITIES															
Revenues															
Rates	6,655,570	6,988,348	7,337,766	7,704,653	8,089,885	8,494,379	8,919,098	9,365,053	9,833,305	10,324,970	10,841,219	11,383,280	11,952,445	12,550,067	13,177,570
Grants, subsidies and contributions	1,474,419	1,526,024	1,579,434	1,634,715	1,691,929	1,751,147	1,812,437	1,875,871	1,941,527	2,009,480	2,079,812	2,152,606	2,227,949	2,305,926	2,386,634
Fees and charges	2,656,195	2,776,484	2,902,897	3,035,777	3,175,497	3,322,453	3,477,059	3,639,758	3,811,020	3,991,349	4,181,276	4,381,370	4,592,228	4,814,489	5,048,834
Interest revenue	195,092	193,229	195,825	205,941	224,967	253,678	293,655	341,156	405,283	477,761	450,945	533,075	637,526	759,350	876,381
Other revenue	545,549	564,644	584,404	604,856	626,024	647,934	670,610	694,085	718,376	743,520	769,539	796,471	824,349	853,202	883,065
	11,526,825	12,048,729	12,600,326	13,185,942	13,808,302	14,469,591	15,172,859	15,915,923	16,709,511	17,547,080	18,322,791	19,246,802	20,234,497	21,283,034	22,372,484
Expenses															
Employee costs	(3,835,741)	(3,969,990)	(4,108,940)	(4,252,753)	(4,401,598)	(4,555,654)	(4,715,102)	(4,880,135)	(5,050,939)	(5,227,720)	(5,410,691)	(5,600,063)	(5,796,065)	(5,998,928)	(6,208,892)
Materials and contracts	(3,818,276)	(4,051,921)	(4,193,725)	(4,340,505)	(4,492,423)	(4,649,672)	(4,812,413)	(4,980,851)	(5,155,177)	(5,335,615)	(5,522,362)	(5,715,642)	(5,915,691)	(6,122,739)	(6,337,042)
Utility charges (electricity, gas, water etc.)	(518,584)	(536,736)	(555,524)	(574,967)	(595,092)	(615,923)	(637,480)	(659,794)	(682,889)	(706,788)	(731,528)	(757,132)	(783,631)	(811,057)	(839,440)
Depreciation	(4,762,746)	(4,934,818)	(5,159,791)	(5,403,602)	(5,627,281)	(5,828,037)	(6,035,948)	(6,251,273)	(6,474,274)	(6,705,227)	(6,944,414)	(7,192,127)	(7,413,743)	(7,677,761)	(7,951,644)
Finance costs	(254,263)	(250,091)	(209,812)	(170,570)	(139,939)	(113,230)	(91,634)	(69,069)	(45,769)	(24,887)	(14,104)	(9,286)	(6,755)	(5,004)	(3,217)
Insurance	(275,600)	(285,246)	(295,229)	(305,563)	(316,257)	(327,325)	(338,782)	(350,640)	(362,912)	(375,613)	(388,760)	(402,366)	(416,450)	(431,027)	(446,112)
Other expenditure	(218,405)	(226,049)	(233,959)	(242,146)	(250,618)	(259,391)	(268,469)	(277,866)	(287,590)	(297,655)	(308,072)	(318,854)	(330,012)	(341,561)	(353,517)
	(13,683,615)	(14,254,851)	(14,756,980)	(15,290,106)	(15,823,208)	(16,349,232)	(16,899,828)	(17,469,628)	(18,059,550)	(18,673,505)	(19,319,931)	(19,995,470)	(20,662,347)	(21,388,077)	(22,139,864)
	(2,156,790)	(2,206,122)	(2,156,654)	(2,104,164)	(2,014,906)	(1,879,641)	(1,726,969)	(1,553,705)	(1,350,039)	(1,126,425)	(997,140)	(748,668)	(427,850)	(105,043)	232,620
Funding position adjustments															
Depreciation	4,762,746	4,934,818	5,159,791	5,403,602	5,627,281	5,828,037	6,035,948	6,251,273	6,474,274	6,705,227	6,944,414	7,192,127	7,413,743	7,677,761	7,951,644
Net funding from operational activities	2,605,956	2,728,696	3,003,137	3,299,438	3,612,375	3,948,396	4,308,979	4,697,568	5,124,235	5,578,802	5,947,274	6,443,459	6,985,893	7,572,718	8,184,264
FUNDING FROM CAPITAL ACTIVITIES															
Inflows															
Proceeds on disposal	393,300	419,920	631,970	524,421	415,693	700,676	447,841	424,011	325,733	451,392	963,579	592,338	431,653	1,183,265	428,888
Capital grants, subsidies and contributions	5,967,525	1,301,539	3,453,656	3,574,534	2,511,957	1,370,620	1,418,591	1,468,242	1,519,630	1,572,818	1,627,866	1,684,842	1,743,812	1,804,844	1,868,014
Outflows															
Purchase of property plant and equipment	(1,131,255)	(1,090,508)	(3,471,396)	(1,169,325)	(1,054,666)	(1,368,161)	(1,117,061)	(767,700)	(693,715)	(1,414,831)	(1,972,419)	(1,243,609)	(930,553)	(2,405,380)	(1,660,271)
Purchase of infrastructure	(8,276,895)	(2,223,864)	(2,280,633)	(4,693,369)	(3,672,462)	(2,574,403)	(2,664,506)	(2,757,764)	(2,854,286)	(2,954,186)	(3,057,583)	(3,164,599)	(3,275,358)	(3,390,001)	(3,508,653)
Net funding from capital activities	(3,047,325)	(1,592,913)	(1,666,403)	(1,763,739)	(1,799,478)	(1,871,268)	(1,915,135)	(1,633,211)	(1,702,638)	(2,344,807)	(2,438,557)	(2,131,028)	(2,030,446)	(2,807,272)	(2,872,022)
FUNDING FROM FINANCING ACTIVITIES															
Inflows															
Transfer from reserves	93,842	323,510	99,785	103,277	106,892	110,633	114,505	118,513	122,661	126,954	131,397	135,996	140,756	145,683	150,781
New borrowings	1,500,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Self supporting loan	58,574	60,180	61,843	49,759	36,793	37,336	37,886	0	0	0	0	0	0	0	0
Outflows															
Transfer to reserves	(284,149)	(493,890)	(573,389)	(897,891)	(1,277,102)	(1,731,732)	(2,031,273)	(2,683,648)	(3,021,733)	(3,054,286)	(3,416,629)	(4,314,089)	(5,013,710)	(4,826,887)	(5,376,994)
Repayment of past borrowings	(899,453)	(996,303)	(894,347)	(790,844)	(679,480)	(493,365)	(514,962)	(499,222)	(522,525)	(306,663)	(223,485)	(134,338)	(82,493)	(84,242)	(86,029)
Principal elements of finance lease payments	(27,994)	(29,280)	(30,626)	0	0	0	0	0	0	0	0	0	0	0	0
Net funding from financing activities	440,820	(1,135,783)	(1,336,734)	(1,535,699)	(1,812,897)	(2,077,128)	(2,393,844)	(3,064,357)	(3,421,597)	(3,233,995)	(3,508,717)	(4,312,431)	(4,955,447)	(4,765,446)	(5,312,242)
Estimated surplus/deficit July 1 B/Fwd	549	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Estimated surplus/deficit June 30 C/Fwd	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

Refer to Appendix A11 Forecast Significant Accounting Policies and Compilation Report

Appendix A7 Forecast Statement of Net Current Asset Composition 2024 – 2039

	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	2038-39
	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$
Estimated surplus/deficit July 1 B/Fwd	549	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CURRENT ASSETS															
Unrestricted cash and equivalents	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634	431,634
Restricted cash and cash equivalent	3,067,900	3,238,280	3,711,884	4,506,498	5,676,708	7,297,807	9,214,575	11,779,710	14,678,782	17,606,114	20,891,346	25,069,439	29,942,393	34,623,597	39,849,810
Financial assets	60,180	61,843	49,759	36,793	37,336	37,886	0	0	0	0	0	0	0	0	0
Trade and other receivables	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341	1,082,341
Inventories	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618	32,618
Other assets	974	974	974	974	974	974	974	974	974	974	974	974	974	974	974
CURRENT LIABILITIES															
Trade and other payables	(1,032,493)	(1,032,493)	(1,032,493)	(1,032,493)	(1,032,493)	(1,032,493)	(1,032,493)	(1,032,493)	(1,032,493)	(1,032,493)	(1,032,493)	(1,032,493)	(1,032,493)	(1,032,493)	(1,032,493)
Contract liabilities	(515,074)	(515,074)	(515,074)	(515,074)	(515,074)	(515,074)	(515,074)	(515,074)	(515,074)	(515,074)	(515,074)	(515,074)	(515,074)	(515,074)	(515,074)
Reserves	(3,067,900)	(3,238,280)	(3,711,884)	(4,506,498)	(5,676,708)	(7,297,807)	(9,214,575)	(11,779,710)	(14,678,782)	(17,606,114)	(20,891,346)	(25,069,439)	(29,942,393)	(34,623,597)	(39,849,810)
Current self supporting loans receivable	(60,180)	(61,843)	(49,759)	(36,793)	(37,336)	(37,886)	0	0	0	0	0	0	0	0	0
Movement in accrued salaries and wages	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Estimated surplus/deficit June 30 C/Fwd	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Refer to Appendix A11 Forecast Significant Accounting Policies and Compilation Report

Appendix A8 Forecast Statement of Fixed Asset Movements 2024 – 2039

	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	2038-39
	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$
CAPITAL WORKS - INFRASTRUCTURE															
Infrastructure - roads	1,931,310	1,987,123	2,063,324	2,173,409	2,249,478	2,328,210	2,409,697	2,494,036	2,581,327	2,671,674	2,765,183	2,861,965	2,962,133	3,065,808	3,173,111
Other infrastructure	6,345,585	236,741	217,309	2,519,960	1,422,984	246,193	254,809	263,728	272,959	282,512	292,400	302,634	313,225	324,193	335,542
Total capital works - infrastructure	**8,276,895**	**2,223,864**	**2,280,633**	**4,693,369**	**3,672,462**	**2,574,403**	**2,664,506**	**2,757,764**	**2,854,286**	**2,954,186**	**3,057,583**	**3,164,599**	**3,275,358**	**3,390,001**	**3,508,653**
Represented by:															
Additions - expansion, upgrades and new	6,265,890	46,063	54,327	2,389,143	1,285,076	100,799	104,327	107,978	111,758	115,669	119,718	123,908	128,244	132,733	137,379
Additions - renewal	2,011,005	2,177,801	2,226,306	2,304,226	2,387,386	2,473,604	2,560,179	2,649,786	2,742,528	2,838,517	2,937,865	3,040,691	3,147,114	3,257,268	3,371,274
Total Capital Works - Infrastructure	**8,276,895**	**2,223,864**	**2,280,633**	**4,693,369**	**3,672,462**	**2,574,403**	**2,664,506**	**2,757,764**	**2,854,286**	**2,954,186**	**3,057,583**	**3,164,599**	**3,275,358**	**3,390,001**	**3,508,653**
Asset movement reconciliation															
Total capital works infrastructure	8,276,895	2,223,864	2,280,633	4,693,369	3,672,462	2,574,403	2,664,506	2,757,764	2,854,286	2,954,186	3,057,583	3,164,599	3,275,358	3,390,001	3,508,653
Depreciation infrastructure	(3,584,643)	(3,711,809)	(3,843,733)	(4,041,416)	(4,217,349)	(4,368,686)	(4,525,450)	(4,687,836)	(4,856,045)	(5,030,287)	(5,210,776)	(5,397,738)	(5,591,404)	(5,792,014)	(5,999,818)
Revaluation of infrastructure assets (inflation)	2,574,153	2,834,314	2,883,135	2,932,063	3,060,415	3,151,476	3,202,007	3,252,081	3,301,597	3,350,452	3,398,530	3,445,717	3,491,881	3,536,891	3,580,602
Net movement in infrastructure assets	**7,266,405**	**1,346,369**	**1,320,035**	**3,584,016**	**2,515,528**	**1,357,193**	**1,341,063**	**1,322,009**	**1,299,838**	**1,274,351**	**1,245,337**	**1,212,578**	**1,175,835**	**1,134,878**	**1,089,437**
CAPITAL WORKS - PROPERTY, PLANT AND EQUIPMENT															
Buildings - non-specialised	217,350	173,539	2,286,177	71,146	73,637	76,214	78,881	81,642	84,500	87,457	90,518	93,686	96,965	100,359	103,872
Furniture and equipment	32,085	33,208	34,370	35,573	36,818	38,107	39,441	40,822	42,250	43,729	45,259	46,843	48,482	50,180	51,936
Plant and equipment	881,820	883,761	1,150,849	1,062,606	944,211	1,253,840	998,739	645,236	566,965	1,283,645	1,836,642	1,103,080	785,106	2,254,841	1,504,463
Total capital works property, plant and equipment	**1,131,255**	**1,090,508**	**3,471,396**	**1,169,325**	**1,054,666**	**1,368,161**	**1,117,061**	**767,700**	**693,715**	**1,414,831**	**1,972,419**	**1,243,609**	**930,553**	**2,405,380**	**1,660,271**
Represented by:															
Additions - expansion, upgrades and new	0	0	2,217,436	0	0	0	0	0	0	0	0	0	0	0	0
Additions - renewal	1,131,255	1,090,508	1,253,960	1,169,325	1,054,666	1,368,161	1,117,061	767,700	693,715	1,414,831	1,972,419	1,243,609	930,553	2,405,380	1,660,271
Total capital works property, plant and equipment	**1,131,255**	**1,090,508**	**3,471,396**	**1,169,325**	**1,054,666**	**1,368,161**	**1,117,061**	**767,700**	**693,715**	**1,414,831**	**1,972,419**	**1,243,609**	**930,553**	**2,405,380**	**1,660,271**
Asset movement reconciliation															
Total capital works property, plant and equipment	1,131,255	1,090,508	3,471,396	1,169,325	1,054,666	1,368,161	1,117,061	767,700	693,715	1,414,831	1,972,419	1,243,609	930,553	2,405,380	1,660,271
Depreciation property, plant and equipment	(1,178,103)	(1,223,009)	(1,316,058)	(1,362,186)	(1,409,932)	(1,459,351)	(1,510,498)	(1,563,437)	(1,618,229)	(1,674,940)	(1,733,638)	(1,794,389)	(1,822,339)	(1,885,747)	(1,951,826)
Net book value of disposed/written off assets	(393,300)	(419,920)	(631,970)	(524,421)	(415,693)	(700,676)	(447,841)	(424,011)	(325,733)	(451,392)	(963,579)	(592,338)	(431,653)	(1,183,265)	(428,888)
Revaluation of property, plant and equipment (inflation)	1,320,375	1,348,828	1,375,000	1,477,245	1,503,635	1,530,277	1,556,181	1,569,811	1,582,913	1,615,397	1,648,622	1,668,442	1,681,493	1,719,341	1,756,613
Net movement in property, plant and equipment	**880,227**	**796,407**	**2,898,368**	**759,963**	**732,676**	**738,411**	**714,903**	**350,063**	**332,666**	**903,896**	**923,824**	**525,324**	**358,054**	**1,055,709**	**1,036,170**
CAPITAL WORKS - TOTALS															
Capital works															
Total capital works infrastructure	8,276,895	2,223,864	2,280,633	4,693,369	3,672,462	2,574,403	2,664,506	2,757,764	2,854,286	2,954,186	3,057,583	3,164,599	3,275,358	3,390,001	3,508,653
Total capital works property, plant and equipment	1,131,255	1,090,508	3,471,396	1,169,325	1,054,666	1,368,161	1,117,061	767,700	693,715	1,414,831	1,972,419	1,243,609	930,553	2,405,380	1,660,271
Total capital works	**9,408,150**	**3,314,372**	**5,752,029**	**5,862,694**	**4,727,128**	**3,942,564**	**3,781,567**	**3,525,464**	**3,548,001**	**4,369,017**	**5,030,002**	**4,408,208**	**4,205,911**	**5,795,381**	**5,168,924**
Fixed asset movement															
Net movement in infrastructure assets	7,266,405	1,346,369	1,320,035	3,584,016	2,515,528	1,357,193	1,341,063	1,322,009	1,299,838	1,274,351	1,245,337	1,212,578	1,175,835	1,134,878	1,089,437
Net movement in property, plant and equipment	880,227	796,407	2,898,368	759,963	732,676	738,411	714,903	350,063	332,666	903,896	923,824	525,324	358,054	1,055,709	1,036,170
Net movement in fixed assets	**8,146,632**	**2,142,776**	**4,218,403**	**4,343,979**	**3,248,204**	**2,095,604**	**2,055,966**	**1,672,072**	**1,632,504**	**2,178,247**	**2,169,161**	**1,737,902**	**1,533,889**	**2,190,587**	**2,125,607**

Refer to Appendix A11 Forecast Significant Accounting Policies and Compilation Report

Appendix A9 Forecast Statement of Capital Funding 2024 – 2039

	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	2038-39
	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$
Capital expenditure															
Infrastructure - roads	1,931,310	1,987,123	2,063,324	2,173,409	2,249,478	2,328,210	2,409,697	2,494,036	2,581,327	2,671,674	2,765,183	2,861,965	2,962,133	3,065,808	3,173,111
Other infrastructure	6,345,585	236,741	217,309	2,519,960	1,422,984	246,193	254,809	263,728	272,959	282,512	292,400	302,634	313,225	324,193	335,542
Buildings - non-specialised	217,350	173,539	2,286,177	71,146	73,637	76,214	78,881	81,642	84,500	87,457	90,518	93,686	96,965	100,359	103,872
Furniture and equipment	32,085	33,208	34,370	35,573	36,818	38,107	39,441	40,822	42,250	43,729	45,259	46,843	48,482	50,180	51,936
Plant and equipment	881,820	883,761	1,150,849	1,062,606	944,211	1,253,840	998,739	645,236	566,965	1,283,645	1,836,642	1,103,080	785,106	2,254,841	1,504,463
Total - Capital expenditure	**9,408,150**	**3,314,372**	**5,752,029**	**5,862,694**	**4,727,128**	**3,942,564**	**3,781,567**	**3,525,464**	**3,548,001**	**4,369,017**	**5,030,002**	**4,408,208**	**4,205,911**	**5,795,381**	**5,168,924**
Funded by:															
Capital grants & contributions															
Infrastructure - roads	1,154,025	1,194,416	1,236,220	1,279,488	1,324,271	1,370,620	1,418,591	1,468,242	1,519,630	1,572,818	1,627,866	1,684,842	1,743,812	1,804,844	1,868,014
Other infrastructure	4,710,000	0	0	2,295,046	1,187,686	0	0	0	0	0	0	0	0	0	0
Buildings - non-specialised	103,500	107,123	2,217,436	0	0	0	0	0	0	0	0	0	0	0	0
Total - Capital grants & contributions	**5,967,525**	**1,301,539**	**3,453,656**	**3,574,534**	**2,511,957**	**1,370,620**	**1,418,591**	**1,468,242**	**1,519,630**	**1,572,818**	**1,627,866**	**1,684,842**	**1,743,812**	**1,804,844**	**1,868,014**
Own source funding															
Infrastructure - roads	777,285	792,707	827,104	893,921	925,207	957,590	991,106	1,025,794	1,061,697	1,098,856	1,137,317	1,177,123	1,218,321	1,260,964	1,305,097
Other infrastructure	135,585	236,741	217,309	224,914	235,298	246,193	254,809	263,728	272,959	282,512	292,400	302,634	313,225	324,193	335,542
Buildings - non-specialised	113,850	66,416	68,741	71,146	73,637	76,214	78,881	81,642	84,500	87,457	90,518	93,686	96,965	100,359	103,872
Furniture and equipment	32,085	33,208	34,370	35,573	36,818	38,107	39,441	40,822	42,250	43,729	45,259	46,843	48,482	50,180	51,936
Plant and equipment	488,520	463,841	518,879	538,185	528,518	553,164	550,898	221,225	241,232	832,253	873,063	510,742	353,453	1,071,576	1,075,575
Total - Own source funding	**1,547,325**	**1,592,913**	**1,666,403**	**1,763,739**	**1,799,478**	**1,871,268**	**1,915,135**	**1,633,211**	**1,702,638**	**2,344,807**	**2,438,557**	**2,131,028**	**2,030,446**	**2,807,272**	**2,872,022**
Borrowings															
Other infrastructure	1,500,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total - Borrowings	**1,500,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Other (disposals & C/Fwd)															
Plant and equipment	393,300	419,920	631,970	524,421	415,693	700,676	447,841	424,011	325,733	451,392	963,579	592,338	431,653	1,183,265	428,888
Total - Other (disposals & C/Fwd)	**393,300**	**419,920**	**631,970**	**524,421**	**415,693**	**700,676**	**447,841**	**424,011**	**325,733**	**451,392**	**963,579**	**592,338**	**431,653**	**1,183,265**	**428,888**
Total Capital Funding	**9,408,150**	**3,314,372**	**5,752,029**	**5,862,694**	**4,727,128**	**3,942,564**	**3,781,567**	**3,525,464**	**3,548,001**	**4,369,017**	**5,030,002**	**4,408,208**	**4,205,911**	**5,795,381**	**5,168,924**

Refer to Appendix A11 Forecast Significant Accounting Policies and Compilation Report

Appendix A10 Forecast Ratios 2024 – 2039

	Target Range		Average	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	2038-39
LIQUIDITY RATIOS																		
Current ratio	> 1.00	> 1.20	0.78	0.52	0.56	0.60	0.65	0.74	0.77	0.76	0.75	0.83	0.87	0.92	0.95	0.95	0.95	0.95
OPERATING RATIOS																		
Operating surplus ratio	> 1.00%	> 15.00%	(10.95%)	(21.46%)	(20.97%)	(19.57%)	(18.22%)	(16.63%)	(14.78%)	(12.93%)	(11.07%)	(9.14%)	(7.25%)	(6.14%)	(4.38%)	(2.38%)	(0.55%)	1.16%
Own source revenue coverage ratio	> 40.00%	> 60.00%	80.80%	73.46%	73.82%	74.68%	75.55%	76.57%	77.79%	79.06%	80.37%	81.77%	83.21%	84.07%	85.49%	87.15%	88.73%	90.27%
BORROWINGS RATIOS																		
Debt service cover ratio	> 3	> 5	25.96	2.49	2.39	2.91	3.61	4.58	6.70	7.25	8.39	9.10	16.90	25.09	44.93	78.35	84.91	91.74
FIXED ASSET RATIOS																		
Asset sustainability ratio	> 90.00%	> 110.00%	63.03%	65.98%	66.23%	67.45%	64.28%	61.17%	65.92%	60.92%	54.67%	53.08%	63.43%	70.71%	59.57%	55.00%	73.75%	63.28%
Asset consumption ratio	> 50.00%	> 60.00%	70.40%	79.63%	78.27%	77.19%	76.12%	74.88%	73.49%	72.09%	70.50%	68.92%	67.61%	66.32%	64.84%	63.30%	62.05%	60.79%
Asset renewal funding ratio	> 75.00%	> 95.00%	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Refer to Appendix A11 Forecast Significant Accounting Policies and Compilation Report

Appendix A11 Forecast Significant Accounting Policies

Basis of Preparation

The Long Term Financial Plan (the Plan) comprises forecast financial statements which have 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 to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this Plan 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.

Judgements, Estimates and Assumptions

The preparation of the Plan 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 future 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 the Plan.

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 forecast financial statements.

Base Year Balances

Balances shown in the Plan as Base Year are as forecast at the time of preparation of the Plan and are based on the current budget and prior year annual financial reporting and may be subject to variation.

Rounding Off Figures

All figures shown in the Plan are rounded to the nearest dollar.

Comparative Figures

Where required, comparative figures have been adjusted to conform with changes in presentation.

Appendix A11 Forecast Significant Accounting Policies (Continued)

Forecast Fair Value Adjustments

All fair value adjustments relating to re-measurement of financial assets at fair value through profit or loss (if any) and changes on revaluation of non-current assets are impacted upon by external forces and not able to be reliably estimated at the time preparation.

Fair value adjustments relating to the re-measurement of financial assets at fair value through profit or loss will be assessed at the time they occur and have not been estimated within the Plan.

It is anticipated, in all instances, any changes upon revaluation of non-current assets will relate to non-cash transactions and as such have been estimated as an inflation adjustment to Other Comprehensive Income, based on the value of the non-current assets forecasted to be held by the Shire.

Goods and Services Tax (GST)

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.

Superannuation

The Shire contributes to a number of superannuation funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

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.

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 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.

Appendix A11 Forecast Significant Accounting Policies (Continued)

Land held for resale

Land purchased for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on council's intention to release for sale.

Fixed Assets

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

Revaluation

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

An effective average depreciation rate for each class of asset has been utilised to estimate the forecast depreciation for each year. These are provided in the table on the right.

Asset Class	Effective average depreciation rates
Right of use - buildings	1.77%
Buildings - non-specialised	2.21%
Buildings - specialised	1.87%
Furniture and equipment	6.43%
Plant and equipment	6.55%
Computing	6.00%
Infrastructure - roads	3.70%
Other infrastructure	2.60%

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and Losses on Disposal

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

Employee Benefits

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

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 statement of financial position.

Appendix A11 Forecast Significant Accounting Policies (Continued)

Other Long-Term Employee Benefits

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.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year 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.

Provisions

Provisions are recognised when the Shire 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.

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's operational cycle. In the case of liabilities where the Shire 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's intentions to release for sale.

Other Matters

Preparation

This Plan was prepared in collaboration with the Shire of Irwin by Moore Australia (WA) Pty Ltd.

Reliance

This Plan has been prepared for the exclusive use of the Shire of Irwin and for the purposes specified in our letter of engagement and is not to be used for any other purpose or distributed to any other party without Moore Australia WA's prior consent. This Plan is supplied in good faith and reflects the knowledge, expertise and experience of the engagement consultant and is based on the information and representations provided by the Shire of Irwin. We accept no responsibility for any loss occasioned by any person acting or refraining from action as a result of reliance on the report, other than the Shire of Irwin.

This Plan contains quantitative and qualitative statements, including projections, estimates, opinions and forecasts concerning the anticipated future performance of Shire of Irwin and the environment in which it operates ('Forward Looking Statements').

None of these Forward Looking Statements are or will be representations as to future matters. The Forward Looking Statements are, and will be, based on a large number of assumptions and are, and will be, subject to significant uncertainties and contingencies, many, if not all, of which are outside the control of the Shire of Irwin. Actual future events may vary significantly from the Forward Looking Statements. Recipients should make their own investigations and enquiries regarding assumptions, uncertainties and contingencies which may affect the Shire of Irwin and the impact that a variation in future outcomes may have on the Plan and the Shire of Irwin.

Please refer to the attached compilation report.

Document Management

Version	2024-2039 | V2.2
Status	Final
Date	8 July 2024

References

Reference to the following documents or sources were made during the preparation of the Long Term Financial Plan.

- Shire of Irwin Strategic Community Plan 2021-2031;
- Shire of Irwin Corporate Business Plan 2020-2024;
- Shire of Irwin Annual Financial Report 2021/22;
- Shire of Irwin Annual Financial Report 2022/23;
- Shire of Irwin Adopted Statutory Annual Budget 2023/24;
- Australian Bureau of Statistics 2021 Census of Population and Housing, Irwin (LGA54060);
- WALGA Online Local Government Directory 2022/23, Shire of Irwin; and
- Council website: www.irwin.wa.gov.au

Disclaimer

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SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 July 2024

Item ID01-07/24

Attachment 1

June 2024 Development Delegated Authority Report

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

June 2024 Development Delegated Authority Report
(Records of exercise of delegated powers or duties)

Function	Officer	Date of decision	Decision	Description	Address
Building Permit	Environmental Health Officer / Building Surveyor	4 June 2024	Granted	Patio	Lot 279 (No. 5) Tulloch Drive, Dongara
		14 June 2024	Granted	Carport	Lot 104 (No. 99) Brennand Road, Dongara
		17 June 2024	Granted	Garage / Gym	Lot 1 (No. 177) Steele Road, Dongara
		19 June 2024	Granted	Patio	Lot 81 (No. 117) Acacia Road, Yardarino
		24 June 2024	Granted	Patio	Lot 563 (No. 11) Bartlett Place, Port Denison
		25 June 2024	Granted	Shed	Lot 713 (No. 32) Premier Circle, Dongara
		26 June 2024	Granted	Shed	Lot 100 (No. 39) Fane Road, Bonniefield
		28 June 2024	Granted	Telecommunications Mast	Lot 1 (No. 9) Waldeck Street, Dongara
Development Approval	Manager Development	14 June 2024	Granted	Single House (Additions)	Lot 597 (No. 5) Grey Close, Dongara
		14 June 2024	Granted	Building Envelope Relocation	Lot 106 Padbury Road, Bookara
		17 June 2024	Granted	Single House (Carport and Additions)	Lot 12 (No. 26) Hunts Road, Dongara
Subdivision Clearance	Manager Development	21 June 2024	Granted	4 Industrial Lots	Lot 39 Bailey Street, Dongara

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

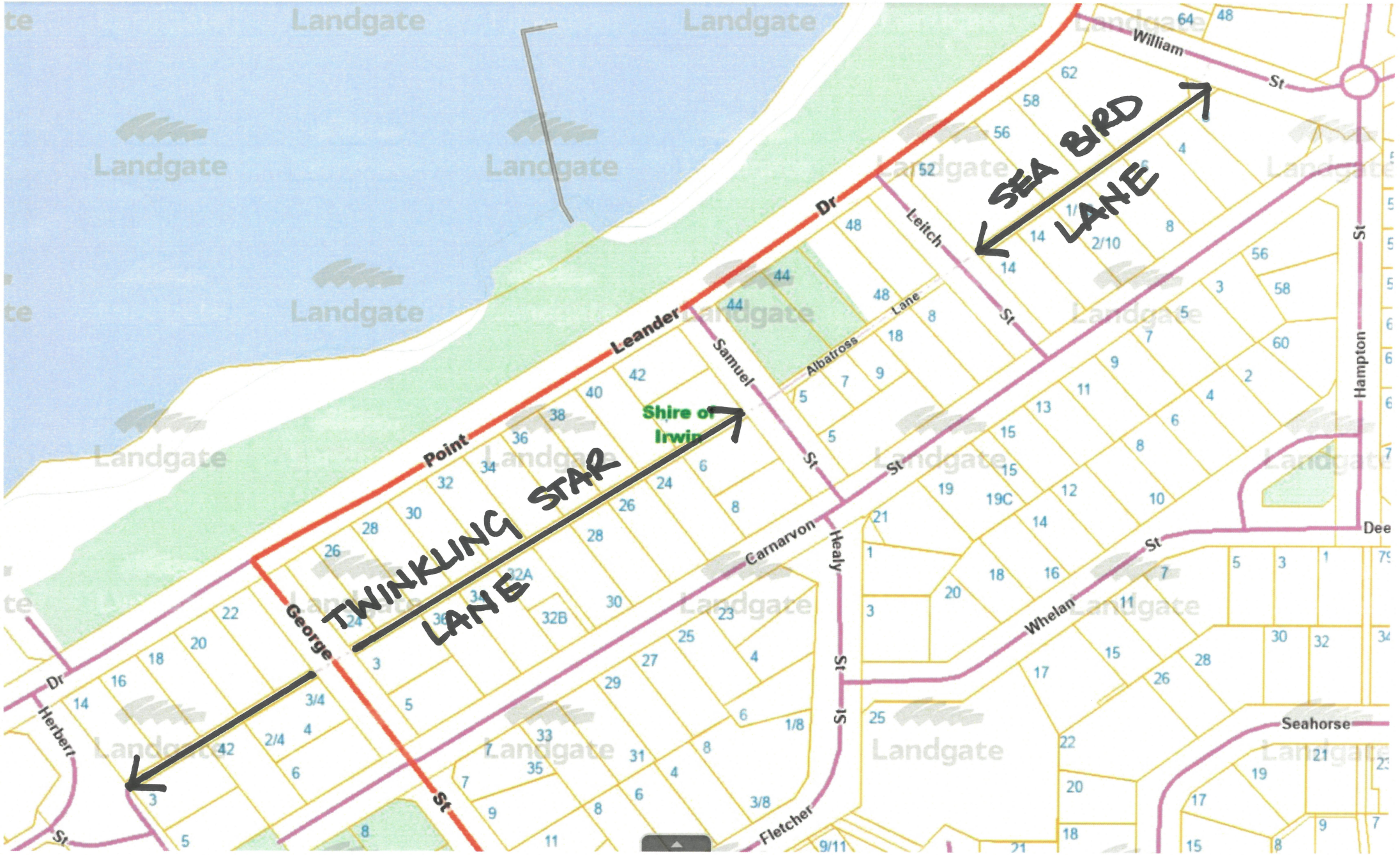
Ordinary Council Meeting

23 July 2024

Item ID02-07/24

Attachment 1

Proposed Road Naming Plan


SEA BIRD LANE
TWINKLING STAR LANE
Shire of Irwin
Leander Dr
Point
George St
Samuel St
Albatross Lane
Leitch St
William St
Hampton St
Carnarvon St
Healy St
Whelan St
Fletcher St
Herbert St
Dee St
Seahorse
Landgate

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 July 2024

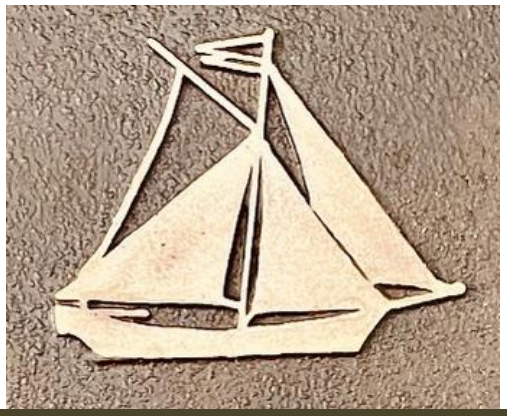
Item ID02-07/24

Attachment 2

IDHS Article

On The Museum Verandah
Historical Society Jottings
No 12 of 2024

THE WRECK OF THE *ALBATROSS*, *SEA BIRD* AND *TWINKLING STAR*,



Plaque cameo of a cutter like the *Albatross*

Amid the plethora of midwinter historical anniversaries is one that has been largely overlooked but which, in its day, grabbed the headlines and thrust tiny little Port Irwin into the limelight.

A Stormy Winter

The winter of 1868 was marked by endless gales and storms along the WA's south and west coasts, washing out Queen's Birthday celebrations in Fremantle, continuous heavy rains in the Avon Valley and Greenough making roads impassable, and at least ten ships were wrecked on the coast. The *Fremantle Herald* of 18 July 1868 said "Never before in the history of the Colony have so many and such fatal casualties occurred, in so short a space of time". The *Emily* (Fremantle), the *Northumberland* (Albany), the *Ariel* (North West Cape) and the *Sea Nymph* (South Fremantle) all went to a watery grave, but the biggest disaster was the sinking of the *Albatross* just off the Irwin rivermouth.

A Port in Name Only

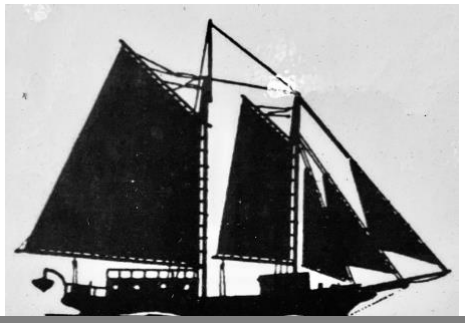
In 1868 'Port Irwin' was an aspiration for a port rather than an actual safe harbour. Ships moored offshore from the river mouth, and goods and passengers were ferried by lighters. The reefs made it a very dangerous place, and the government had already begun installing moorings and building facilities such as the two obelisks and the William Street jetty to the south in the more sheltered Arurine Bay, where a plan for a new town called Denison had also been prepared. The sinking of the *Albatross* gave an urgency to completing these works.

The Gales of Sunday 8 June

Stormy weather buffeted the coast on the 8th of June. The schooner *Twinkling Star* sailed from Fremantle the day before with a cargo of timber, potatoes, sugar, whaling stores and 15 whaling crew. It had to shelter from storms at Wedge Island for four days before making a run for Geraldton. Heavy north west winds forced the vessel to turn back to Irwin on the 15th June where Master Hanham found the schooner *Sea Bird* at anchor, with a cargo of building materials, potatoes and a reaping machine. Master O'Grady had a similar story to tell, also reporting that the *Emily* had sailed the day before to try and make Fremantle. The destinies of these vessels became intertwined on the 8th June, sealing the fate of the *Albatross*.

Beached on Wednesday 15 June

The strong winds returned on 15th June, and the *Sea Bird* and the *Twinkling Star* were dragged ashore, sustaining some damage. William Garrard was commissioned to repair and refloat the boats, and he sailed down from Geraldton in the *Albatross*. Garrard was an ex-convict shipwright by trade, and had built the cutter *Albatross* and two other boats with timber salvaged from the wreck of the *African*. The *Albatross* was a small cutter suited for the waters of Champion Bay and carrying fish to Fremantle, not stormy seas. This would prove a fatal flaw in the rescue plan.



Silhouette of a two-masted schooner, similar to *Sea Bird* and *Twinkling Star*

On The Museum Verandah
Historical Society Jottings
No 12 of 2024

Disaster on Wednesday 24 June

The two schooners were repaired and refloated. *Twinkling Star* left for Fremantle and the *Albatross* and the *Sea Bird* set sail for Geraldton with all the passengers. But the storms had not yet finished levying Davy Jones' toll. In the face of strong northwesterlies both boats had to turn back to Port Irwin, the *Sea Bird* making it to safety. The *Albatross*, however, as night was closing in and just 1.5 kilometres from the rivermouth, was hit by a dumb breaker that filled the mainsail, shifted the cargo and rolled the little cutter over, snapped its mast. The passengers and crew were all thrown into the wild seas.


Davy Jones, 'the devil of the sea', depicted in 1892

Three men managed to get hold of some wreckage and made it to the shore, but seven men and a woman all drowned. Six of the bodies washed up on the beach over several days, but two, including William Garrard, were never found. This was a large loss of life in a wreck at that time, and it made the headlines in newspapers around Australia and the Empire.

And Their Ghosts May Still Be Heard …

The recovered bodies were buried, although where is not clear. Margaret Allender was buried in the Greenough Cemetery, and some of the men were interred 'in the sandhills' (possibly the Dongara Cemetery), but rumours and elusive sightings abounded for years as to the fate of the missing crew.

The *Albatross* wreck eventually washed onto the bar across the rivermouth. The *Twinkling Star* went down off Garden Island in 1873, the *Sea Bird* was stranded and lost off Moore River in 1874. The *Emily* was never seen again after leaving Port Irwin, taking five lives with her.

All three vessels built by Garrard from the *African* salvage were wrecked, the *Lass of Geraldton* going down off Mandurah in 1867 taking local merchant George Shenton and four others to a watery grave, and the *Mary Ann* was driven ashore at Irwin in 1865. Building a boat from salvaged wreckage is considered ill-stared, and naming it after the albatross, fabled among seafarers for carrying the souls of those lost at sea and bringing bad luck to those who catch them, only added to the wreck's notoriety. Garrard's son drowned in the 1878 wreck of the *Gem* off Rottnest, coming down from Irwin, which for many confirmed the bad luck associated with the *African*. Garrard was perhaps the unluckiest of all, the ex-convict who seemed to make good but then found that Poseidon and Davy Jones had another fate in store for him. Perhaps his soul is still wandering the oceans on albatross wings, maybe he sometimes circles the old Port Irwin.

The *Albatross* is remembered in the name of Albatross Lane in Port Denison, the *Emily* in Emily Way in Whale Point (Northshore) and in Wreck Point near Two Rocks, the *African* in African Reef near Greenough rivermouth, and the *Sea Bird* in the little fishing village of Seabird near Guilderton. Only the *Twinkling Star* awaits its place name memorial. Our publication *One Small Port, Three Names* (IDHS, 2009) contains more detail on these and other shipwrecks in local waters, and is available from the Museum Bookshop (OPS or online); and the FlatSea website contains more details about those drowned in the wreck, see www.flatsea.org



SIKH LANE, DONGARA – THANKS FOR YOUR SUPPORT

The period for submissions on the proposed name for the un-named lane between Hepburn Street and Batavia Boulevard carpark in Dongara has now closed, and we await the report to the Shire council. Thank you to everyone who made a submission or signed the petition at Sunset Takeaway. Fingers crossed.

Bruce Baskerville, Chair

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 July 2024

Item ID03-07/24

Attachment 1

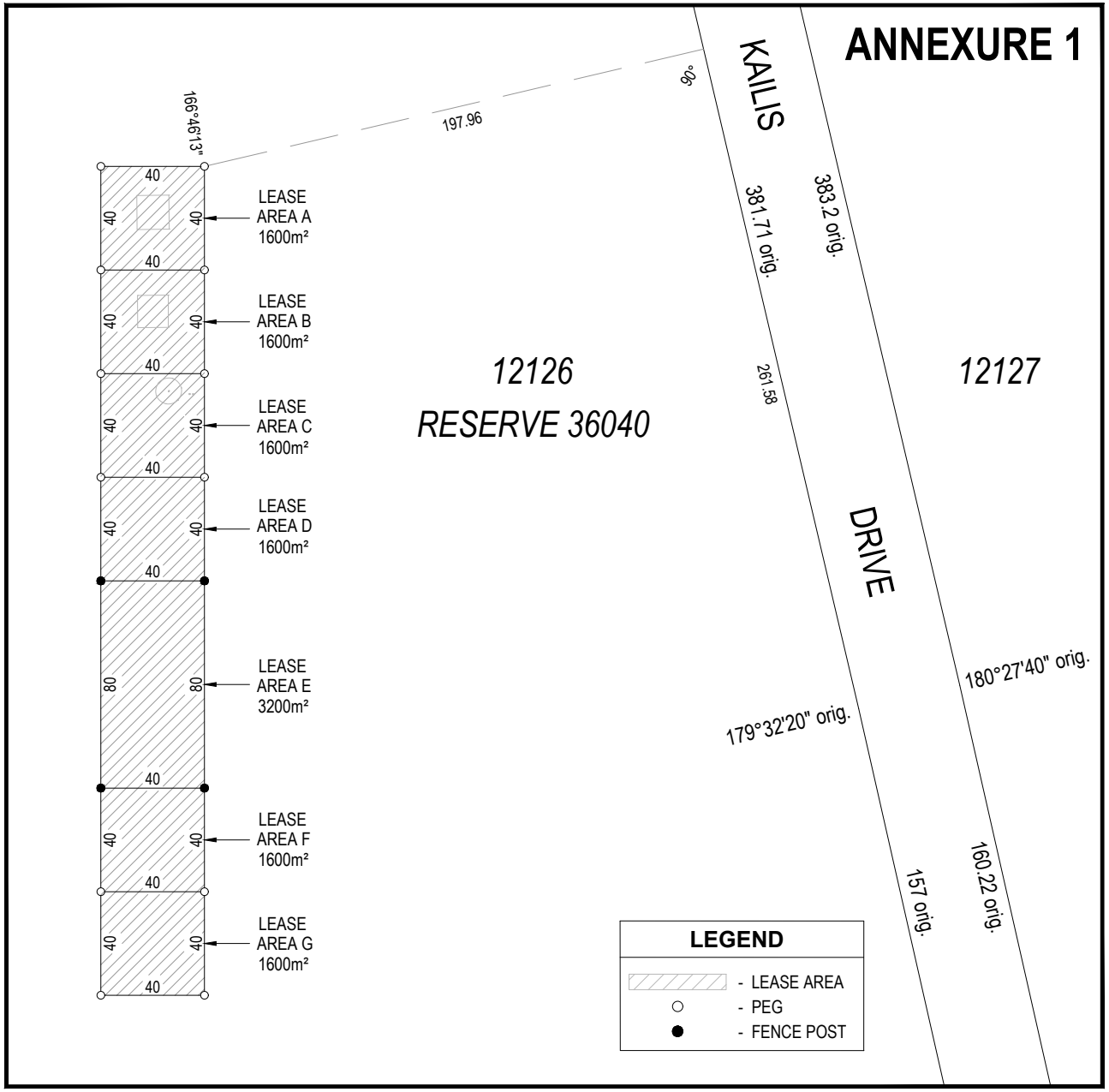
Survey Plan

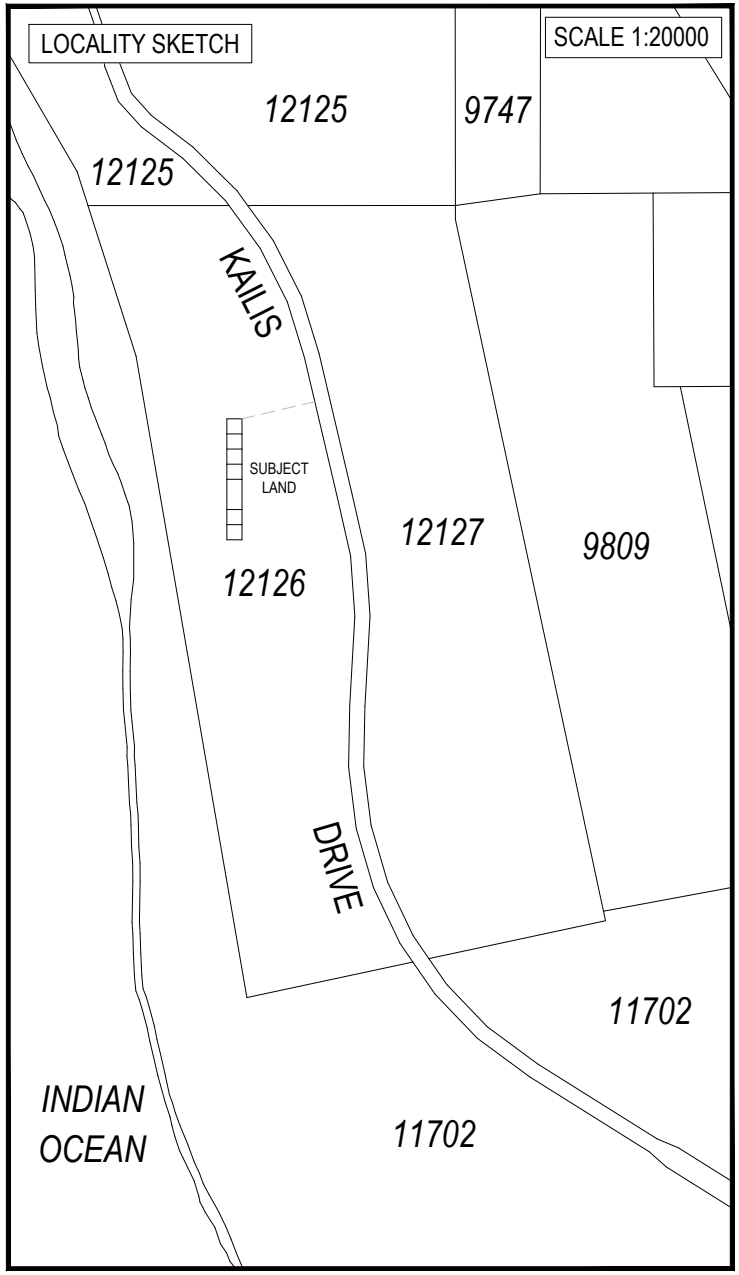
Item ID04-07/24

Attachment 1

Survey Plan

ANNEXURE 1





CLIENT	SHIRE OF IRWIN		
TITLE	LEASE AREA SURVEY - OVER PART OF LOT 12126 ON DP219524 KAILIS DRIVE, PORT DENISON (DONGARA AIRSTRIP)		

Quantum SURVEYS
P (08) 9965 0077
F (08) 9965 0088
PO Box 695
Geraldton WA 6531
info@quantumsurveys.com.au
quantumsurveys.com.au

SURVEYED R.HUNT	**DATE** 25/03/2024	**JOB No.** 23493	**SCALE** 1:2500 @ A4
COMPUTED R.HUNT	25/03/2024	**HORIZONTAL DATUM** JCG'94	**VERTICAL DATUM** -
DRAWN D.WELSH	28/03/2024	**FIELD BOOK** ELECTRONIC	**LEVEL BOOK** -
CHECKED R.HUNT	28/03/2024	**DRAWING No.** 23493LA01	

SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

Ordinary Council Meeting

23 July 2024

Item 10.2.1
WHS Committee Minutes

7 February 2024
11 March 2024
1 May 2024
5 June 2024

Shire of Irwin Safety Committee Agenda

held in the Council Chambers on

Wednesday 7 February 2024

MINUTES

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Meeting was declared open by the Chair of the Committee at 11.17am.

2. RECORD OF ATTENDANCE/ APOLOGIES/ LEAVE OF ABSENCE

Committee Members

Shane Ivers	Chief Executive Officer (CEO)
Mark Jones	Acting Manager Operations (AMO)
Katrina Dowson	Human Resources Supervisor (Chair)
Suzanne Mearns	Acting Executive Assistant to the CEO (Secretary)
Rochelle Vermeer	Workplace Health & Safety Coordinator (WHSC)
Pania Pomana	Recreation Officer (RSR)
Jodey Edwards	Leading Hand Parks + Gardens (DSR)

Guests

Nil

Apologies

Lynwen Olsen	Containers for Change Officer (TSR)

3. CONFIRMATION OF PREVIOUS MINUTES

Minutes of the WHS Safety Committee Meeting held 6th December 2023 were confirmed as a true and correct record of proceedings.

Moved: Mark Jones Seconded: Rochelle Vermeer

At this point in the meeting, Katrina Dowson (Chair) informed the Meeting attendees that she was retiring from the position of Chair and called for nominees.

Katrina Dowson then nominated Rochelle Vermeer as the Chair.

Nomination was seconded by Mark Jones.

Rochelle Vermeer accepted the nomination and assumed the Chair.

4. MATTERS / ACTIONS ARISING FROM PREVIOUS MINUTES

ITEM	MEETING ACTIONS	RESPONSIBLE OFFICER	DUE DATE	COMPLETED DATE
1	Existing oil catchment shed needs sorting. *Oil emptied. Dongara Concrete issued a PO to pick up and transport to Transfer Stn. Area to be cleaned and new fence installed. PT advised due to contractor constraints works will be undertaken early 2024. Hazard Report first raised 05/07/2023.* Update 07/02/2024 - Area has been cleaned. Will be moving to back of Depot and then relocated to the Transfer Station. Estimated completion is in the coming week.	PT	06/03/24	
2	Rec Centre – Conducting and recording all gym inductions. Update 07/02/2024 - S Ivers (CEO) advised that as the Rec Centre software does not currently track inductions – an upgrade will be investigated as a priority.	PB	06/03/24	
3	Snake handling kit to be purchased for inhouse snake control by trained CG. *MJ advised in process of obtaining quotes.* Update 07/02/2024 – Mark Jones confirmed that he is waiting on quotes for the kits. Mark to follow up with Keira.	MJ / KS	06/03/24	
4	Investigate hand railing for Autumn Centre. Update 07/02/2024 - Mark Jones currently obtaining advice on requirements to accomplish works to ensure installing hand rails won't create further hazard risks. If more extensive works is required, a budget amendment may be required.	PT	06/03/24	
5	Investigate where duress alarms are going to and the timeframe for responses; Update 07/02/2024 – Waiting on further information from Ganeshan regarding this item. Current thinking is that any calls are forwarded to the After Hours Call Out Phone.	GN	06/03/24	
6	Book HS Rep training for Jodey Edwards; Update 07/02/2024 – Training has been booked and Jodey due to complete this month.	RV	06/03/24	07/02/24

ITEM	MEETING ACTIONS	RESPONSIBLE OFFICER	DUE DATE	COMPLETED DATE
7	PPE Compliance: CDS Officer – Medical Certificate provided. WHS Chair to contact WorkSafe to advise if alternative suitable PPE; Update 07/02/2024 - Katrina Dowson advised that she is waiting on further information from WorkSafe with regards to the length of sleeve (as worker is only wearing a tank top/singlet). Updating of the Uniform Policy is currently underway and is anticipated to go to Shane Ivers (CEO) for approval before the end of the month. The updated Policy will then be reviewed by the WHS Committee at the March Meeting.	KD	06/03/24	
8	RV to contact LGIS regarding uniform requirements. Update 07/02/2024 - As per item above however comment sought from LGIS as worker has been provided with a medical certificate from her GP.	RV	06/03/24	

5. CORRESPONDENCE

5.1 In

- Email from WorkSafe requesting incident reports relating to the notifiable workplace incident resulting in an LTI.
- LGIS – Public Liability Manager – Member of the public wanting to claim for tripping outside Op Shop. Please note that the claim was subsequently denied as LGIS considered that the responsibility rested on the individual.
- EOI for a workshop relating to WC/Injury Management Workshop relating to the current legislation and associated requirements. Unfortunately, all upcoming courses being held in Perth are fully booked, however we are hoping to get LGIS to hold the Workshop in the Midwest.

5.2 Out

- Requested documentation returned to WorkSafe in relating to the LTI.

6. TOOLBOX MEETING MINUTES

6.1 Arising Safety Concerns from Toolbox Meetings

Mark Jones expressed concerns about vehicles overtaking Graders/mobile plant equipment working on dirt roads (at excessive speed). Shane Ivers (CEO) requested that Mark Jones pass information of such incidents to him, and he would contact the responsible organisation.

6.2 Additional Safety Rep reported Concerns:

Pania expressed concerns on behalf of the Rec gym with the Over 60s – 8.30am class. As the class draws in excess of 20 + participants at one session, concerns have been raised that the trainer “can’t watch everyone” within her capacity. Suggest onboarding of additional trained and qualified staff member or look at programming of classes.

Rochelle advised that a member of the public expressed concerns about the new location of builders waste and asbestos. Response: Mark Jones advised that Asbestos is being well covered with a minimum of 500mm of dirt coverage.

7. CURRENT WHS PROGRESS OVERVIEW

7.1 WHS Project Plan Updates

Rochelle provided the Committee with a presentation on WHS Project Plan Updates as per attachment 1.

8. REPORTS AND UPDATES

8.1 Take 5 completed: 404 from 1 January 2024 to 6 February 2024
8.2 Hazard Reports new / open: 0 new hazard reports – 4 remain open from 2023
8.3 Incident Reports new / open: 1 new incident report (confidential) – 2 open from 2023

9. WHS WORKPLACE INSPECTIONS

Nil to report

10. WHS TRAINING

10.1 Update on WHS Training

- Jodey Edwards undertaking HS Representative training 19-23 February 2024
- LGIS Asbestos Awareness Workshop 22 February 2024

11. GENERAL BUSINESS

11.1 Any additional items raised by WHS committee members.
Nil to report

11.2 Health and Safety Representative updates:
Administration representative nominations close Friday 16 February 2024.

12. NEXT MEETING DATE

6 March 2024 – 11.00am

13. CLOSURE

There being no further business the meeting was declared closed at 12.07pm.

ITEM	MEETING ACTIONS	RESPONSIBLE OFFICER	DUE DATE
1	Investigate over 60s class capacity and concerns as per item 6.2.	Shane / Laurie	06/03/24

Shire of Irwin Safety Committee Meeting

held in the Council Chambers on

Wednesday 6 March 2024

at 11.00am

MINUTES

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Meeting was declared open by the Chair of the Committee at 11.03am.

2. RECORD OF ATTENDANCE/ APOLOGIES/ LEAVE OF ABSENCE

Committee Members

Shane Ivers	Chief Executive Officer (CEO)
Suzanne Mearns	Acting Executive Assistant to the CEO (Secretary) – Via Teams
Mark Jones	Acting Manager Operations (AMO)
Rochelle Vermeer	Workplace Health & Safety Coordinator (Chair)
Pania Pomana	Recreation Officer (RSR)
Lynwen Olsen	Containers for Change Officer (TSR)
Jodey Edwards	Leading Hand Parks + Gardens (DSR)

Guests

Nil

Apologies

Nil

3. CONFIRMATION OF PREVIOUS MINUTES

Minutes of the WHS Safety Committee Meeting held 7th February 2024 were confirmed as a true and correct record of proceedings.

Moved: Mark Jones Seconded: Jodey Edwards

4. MATTERS / ACTIONS ARISING FROM PREVIOUS MINUTES

ITEM	MEETING ACTIONS	RESPONSIBLE OFFICER	DUE DATE	COMPLETED DATE
1	Existing oil catchment shed needs sorting. Oil emptied. Dongara Concrete issued a PO to pick up and transport to Transfer Station. Area to be cleaned and new fence installed. PT advised due to contractor constraints works will be undertaken early 2024. Hazard Report first raised 05/07/2023. Update 07/02/2024 - Area has been cleaned. Will be moving to back of Depot and then relocated to the Transfer Station. Estimated completion is in the coming week. Update 11/03/24 – Catchment shed has been moved to back of yard ready for transportation by others to Transfer Station.	PT	11/03/24	11/03/24
2	Rec Centre – Conducting and recording all gym inductions. Update 07/02/2024 - S Ivers (CEO) advised that as the Rec Centre software does not currently track inductions – an upgrade will be investigated as a priority. Update 11/03/2024 – It was discussed that this due date be pushed out to the next meeting scheduled for 1 May 2024.	PB	01/05/24	
3	Snake handling kit to be purchased for inhouse snake control by trained CG. MJ advised in process of obtaining quotes. Update 07/02/2024 – Mark Jones confirmed that he is waiting on quotes for the kits. Mark to follow up with Keira. Update 11/03/24 – Kit has arrived in stores.	MJ / KS	11/03/24	11/03/24
4	Investigate hand railing for Autumn Centre. Update 07/02/2024 - Mark Jones currently obtaining advice on requirements to accomplish works to ensure installing hand rails won't create further hazard risks. If more extensive works is required, a budget amendment may be required. Update 11/03/24 – Costings to be investigated and captured in 24/25 budget.	PT	30/06/24	

ITEM	MEETING ACTIONS	RESPONSIBLE OFFICER	DUE DATE	COMPLETED DATE
5	Investigate where duress alarms are going to and the timeframe for responses; Update 07/02/2024 – Waiting on further information from Ganeshan regarding this item. Current thinking is that any calls are forwarded to the After Hours Call Out Phone. Update 11/03/24 - When the duress alarm is activated Incite Security is informed and their response time is 10s. A safe word / phrase is implemented to indicate whether we are ok or require immediate assistance. Incite Security then calls the Police as required.	GN	11/03/24	11/03/24
6	PPE Compliance: CDS Officer – Medical Certificate provided. WHS Chair to contact WorkSafe to advise if alternative suitable PPE; Update 07/02/2024 - Katrina Dowson advised that she is waiting on further information from WorkSafe with regards to the length of sleeve (as worker is only wearing a tank top/singlet). Updating of the Uniform Policy is currently underway and is anticipated to go to Shane Ivers (CEO) for approval before the end of the month. The updated Policy will then be reviewed by the WHS Committee at the March Meeting. Update 11/03/24 – CEO advised this action to be pushed out to 30/06/24 for inclusion of consultation with workers from all departments.	KD	30/06/24	
7	RV to contact LGIS regarding uniform requirements. Update 07/02/2024 - As per item above however comment sought from LGIS as worker has been provided with a medical certificate from her GP. Update 11/03/24 – This action has been closed out as it is in relation to item 6 above.	RV	11/03/24	11/03/24
8	Investigate over 60s class capacity and concerns as per item 6.2. Update – No review required currently as no classes are being held due to no PT onsite.	SI / LS	11/03/24	11/03/24

5. CORRESPONDENCE

5.1 In

- Worksafe – New requirements for Asbestos removal:
  Air monitoring for friable asbestos removal must be conducted by a Licensed asbestos assessor and when Friable asbestos removal work is conducted the clearance inspection must be conducted by a Licensed asbestos assessor.

- LGIS - The Workers Compensation and Injury Management Act (WA) 2023 is due to commence on 1 July 2024. LGIS, WorkCover WA and legal experts are holding a 2hr info session at Jurien Bay to explain how local governments are impacted by wide-ranging changes to workers' compensation in WA.

- Phone correspondence with Worksafe re: Morecroft Incident – Shire will not be actioned for further investigation, rather the worker requires further education on importance of risk assessments prior to works being undertaken.

5.2 Out

- Contractor TMP approvals to support compliance and suitability

6. TOOLBOX MEETING MINUTES

6.1 Arising Safety Concerns from Toolbox Meetings – NIL to report
6.2 Additional Safety Rep reported Concerns - Nil to report

7. CURRENT WHS PROGRESS OVERVIEW

7.1 WHS Project Plan Updates - Please refer to PPT attached;

8. REPORTS AND UPDATES

8.1 Take 5 completed: 448 new. Great numbers considering there are only 29 days in February;
8.2 Hazard Reports 0 new / 2 remain open: Concrete and steel hazards to the Skate park bowl, unauthorized personnel entering depot yard not wearing PPE;
8.3 Incident Reports 0 new / 2 remain open: 1 x Confidential report and 1 x elbow injury;
8.4 Early Intervention Program: 1 new: Worker reported lower back pain from prolonged use of operating machinery.

9. WHS WORKPLACE INSPECTIONS

- NIL new to report;
- Drive In inspection scheduled for Tuesday 12th March.

10. WHS TRAINING

10.1 Update on WHS Training:
- WHS Worker Induction workshops next Monday and Tuesday @ the Rec Centre with Aveling;
- WHS training with new on boarders scheduled for mid-week.

11. GENERAL BUSINESS

11.1 Any additional items raised by WHS committee members – NIL to report
11.2 Health and Safety Representative updates: New admin HS Rep nomination received from Dianne Ziarkevicz.

12. NEXT MEETING DATE

Wednesday 1st May 2024 – 11:00am

13. CLOSURE

There being no further business the meeting was declared closed at 11:37am.

ITEM	MEETING ACTIONS	RESPONSIBLE OFFICER	DUE DATE

Shire of Irwin Safety Committee Meeting

held in the Council Chambers on

Wednesday 1 May 2024

MINUTES

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Meeting was declared open by the Chair of the Committee at 11.04am and welcomed Davina and Sue attending via Zoom.

The Chair extended a welcome to Dianne Ziarkievicz who currently works as a patrol officer and has come on board as the Admin HSR.

2. RECORD OF ATTENDANCE/ APOLOGIES/ LEAVE OF ABSENCE

Committee Members

Shane Ivers	Chief Executive Officer (CEO)
Suzanne Mearns	Acting Executive Assistant to the CEO (Secretary) – Via Zoom
Mark Jones	Acting Manager Operations (AMO)
Rochelle Vermeer	Workplace Health & Safety Coordinator (Chair)
Pania Pomana	Recreation Officer (RSR)
Lynwen Olsen	Transfer Station Officer (TSR)
Jodey Edwards	Leading Hand Parks + Gardens (DSR)

Guests

Dianne Ziarkievicz	Patrol Officer (ASR)
Davina Sandhu	HR Consultant – Via Zoom

Apologies

Nil

3. CONFIRMATION OF PREVIOUS MINUTES

Minutes of the WHS Safety Committee Meeting held 11 March 2024 were confirmed as a true and correct record of proceedings.

Moved: Jodey Edwards Seconded: Lynwen Olsen

4. MATTERS / ACTIONS ARISING FROM PREVIOUS MINUTES

ITEM	MEETING ACTIONS	RESPONSIBLE OFFICER	DUE DATE	COMPLETED DATE
1	Rec Centre – Conducting and recording all gym inductions. Update 07/02/2024 - S Ivers (CEO) advised that as the Rec Centre software does not currently track inductions – an upgrade will be investigated as a priority. Update 11/03/2024 – It was discussed that this due date be pushed out to the next meeting scheduled for 1 May 2024. Update 01/05/2024 - S Ivers (CEO) advised that an amount has been budgeted to perform an upgrade in the 2024/25 financial year.	PB	31/08/24	
2	Investigate hand railing for Autumn Centre. Update 07/02/2024 - Mark Jones currently obtaining advice on requirements to accomplish works to ensure installing hand rails won't create further hazard risks. If more extensive works are needed, a budget amendment may be required. Update 11/03/24 – Costings to be investigated and captured in 24/25 budget. Update 01/05/2024 – Not a simple fix, further investigation required. Action has been pushed out to 30/8/24.	PT	30/08/24	
3	PPE Compliance: CDS Officer – Medical Certificate provided. WHS Chair to contact WorkSafe to advise if alternative suitable PPE; Update 07/02/2024 - Katrina Dowson advised that she is waiting on further information from WorkSafe with regards to the length of sleeve (as worker is only wearing a tank top/singlet). Updating of the Uniform Policy is currently underway and is anticipated to go to Shane Ivers (CEO) for approval before the end of the month. The updated Policy will then be reviewed by the WHS Committee at the March Meeting. Update 11/03/24 – CEO advised this action to be pushed out to 30/06/24 for inclusion of consultation with workers from all departments. Update 01/05/2024 - CEO advised this action to be pushed out to 31/08/24 for inclusion of consultation with workers from all departments.	KD	31/08/24	

5. CORRESPONDENCE

5.1 IN

- Letter from WorkSafe to advise the closure of a notifiable incident with a worker dating back to 2023.
- WorkSafe News Alerts - Driver entrapment risk when exiting a bus or coach – fatal incident.
- Electric shocks – when to notify WorkSafe of a dangerous incident.
- Spinal Health week – 20-26 May 2024 – Community health initiative.
- MWST – Training opportunities: Telehandler, mobile plant, fire safety, working at heights, and confined space.
- Busy couple of months with 12 Contractor and Western Power TMPs submissions for review and approval.

5.2 OUT

Nil

6. TOOLBOX MEETING MINUTES

6.1 Arising Safety Concerns from Toolbox Meetings –

- CDS: Require Abusive customers signage
- Biodegradable bin bags are falling apart resulting in cans and bottles being dropped, recommend use of non-biodegradable bags only.

6.2 Additional Safety Rep reported Concerns: Nil

7. CURRENT WHS PROGRESS OVERVIEW

7.1 WHS Project Plan Updates:

Significant work is continuing in SiteDocs prior to UAT kick off. In relation to SiteDocs, the following actions have been performed during March/April:

Performing internal UAT trials on forms and resources;

- Creating UAT scripts for:
- Log on and menu checks
- Take 5s
- Hazard Reporting
- SWMS/ JSA

Installed SiteDocs on all mobile Shire devices ready for testing and rollout phases

Field testing of forms underway:

- Monthly Workplace Inspections
- Take 5
- SWMS
- Worker Simple Incident Report

Created preset worker activity dropdown lists for accurate reporting thru analytics

The Chair asked, ‘could HS Reps who are currently trialing SiteDocs keep an eye out for potential changes to location status in addition to a number of other minor changes’.

8. REPORTS AND UPDATES

8.1 Take 5 completed:
Good numbers of Take 5's were recorded during March and April considering the number of Shire Officers on leave and an increased amount of public holidays during the period. Stats are as follows:

- 378 completed during March 2024; and
- 308 completed during April 2024.

8.2 Hazard Reports
The following hazards were reported during the period:

- 1 minor new which has since been closed out - broken Table leg in chambers
- 1 open skate park concrete and steel hazards to the bowl (open since 15.11.23). A/ Manager Operations currently investigating options and having contractors quote works but advises the only other interim solution is to fence off the skate bowl as this is ongoing and not a quick fix.

8.3 Incident Reports – Been a busy couple of months incident wise unfortunately with 5 new incidents including:

Type of Incident	Details	Status
Damage to Property	Whilst operating the Dozer, the low oil alarm activated. Operator shutdown dozer immediately, investigated and found a large amount of oil on the ground and saw oil dripping from the area of the sump drain plug.	Closed
Personal Injury	CDS worker tripped while relocating bins to the storage shed of the CDS. The worker landed on her knee and smacked her face into a metal bin before rolling on the metal grate floor. The worker sustained a swollen upper left face, a chunk out of her finger, a sore arm and hip (both to her right side), and scratched prescription eyewear as a result of the incident. We have recommended installing steps to both the external and internal parts of the storage container. A quotation has been provided to the supervisor for actioning.	Closed
Personal Injury	Worker injured their thumb with a gympie resulting in severe pain and bruising and loss of thumb nail. The worker was wearing gloves at the time which he states restricted his feel and visibility.	Closed
Near Miss	Worker tripped on a mat which was located between 2 buildings. The mat was immediately removed and replaced with a new anti slip mat.	Closed
Personal Injury	A member of public was walking down the limestone steps at the front of the administration building. He went to grab onto the hand rail and missed, resulting in him falling down the steps and sustaining grazes to his hand and knee. First aid was provided onsite and an incident report was completed. The gent strictly instructed us no further medical attention was required and that he was going home to rest.	Closed
Personal Injury	Elbow injury to worker	Open

9. WHS WORKPLACE INSPECTIONS

The following WHS Inspections took place between March and April 2024 with concerns as noted:

Drive In Kitchen area and Projector room –

- No first aid kit
- No emergency exit lights or signs present
- No out of service tag procedure + no out of service tags
- Chemical audit required + SDS sheets made available onsite
- Tub to be purchased for chemical storage (as there is no chemical storage area).
- Cord management required for the shared freezer / popcorn machine section
- Projection room workers require onsite worker induction be completed

Rec Centre – Function Room

- Fraying to edges of carpet squares
- Check minimum height for fire extinguisher sign placement

CDS Facility –

- Nil to report

Town Maintenance shed –

- Require paper towel and wall holder for handwashing facilities
- Storage area (bench on rural side) requires little clean up and bins emptied
- No Danger and Out of Service Procedure available (WHS to create)
- 2 electrical items were out of test n tag date
- Traffic signage requires relocating

Stores / Traffic shed –

- Designated walkways are not clear
- Evacuation diagrams to sheds require updating (WHS to organize)
- Fire extinguisher requires refixing to wall
- No Danger and Out of Service Procedure available (WHS to create)
- SDS sheets require auditing
- Consider remarking designated walkways in Traffic shed to reflect shed and shelving upgrades

10. WHS TRAINING

10.1 Update on WHS Training

- Rochelle – AWTM refresher 17th May (traffic planning)
- Skin checks 29th + 30th May – Bookings via QTap on Posters spread out within the Shire buildings – Being held in the Admin Meeting Room
- Dianne – HS Rep 5 day course – Date to be set

11. GENERAL BUSINESS

11.1 Any additional items raised by WHS committee members.

Rochelle announced that Dianne Ziarkievicz would be assisting in the WHS Workspace to assist with outstandings such as completing worker competency audits. Teams are asked to please ensure worker licenses and tickets are available and up to date as an audit will be commencing in the coming weeks. Shane advised Katrina was previously working on position descriptions and to liaise with Davina.

Mark advised John Deere has no first aid kit or snake bite available. Currently the operator is recording this default in his MEX pre-starts.

Mark also mentioned 3 new Defibrillators have been distributed to the following locations:

- Transfer Station
- Works Depot
- Coordinator Rural Maintenance vehicle (for use in rural roads network)

Mark also spoke of the requirement to designate an alternative smoking area at the Depot, as smoke is drifting inside from the current location.

Jodie raised a concern that the Posi-track truck still has no flashing lights which is a safety issue. Mark advised a Purchase Order has been raised and he will follow up for a completion date.

11.2 Health and Safety Representative updates:
Rochelle Vermeer, Pania Pomana and Lynwen Olsen are all due to undertake HS Representative refresher training with a date to be confirmed however 21 June 2024 has been pencilled in as the potential date.

12. NEXT MEETING DATE

The next WHS Meeting is to be held on Wednesday 5th June 2024.

13. CLOSURE

There being no further business the meeting was declared closed at 11:49am.

ITEM	MEETING ACTIONS	RESPONSIBLE OFFICER	DUE DATE
1	Identify designated smoking area for depot staff	MJ	07/06/24
2	Source first aid and snake bite kits for John Deere	MJ/ TB	07/06/24
3	Follow up on installation of Posi track truck flashing lights	MJ	07/06/24
4	Confirm date for Dianne Z to complete HS Rep training	RV	07/06/24
5	Confirm date for HS Refresher training with HS Reps	RV	07/06/24

Shire of Irwin Safety Committee Minutes

held in the Council Chambers on

Wednesday 5 June 2024

MINUTES

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Meeting was declared open by the Chair of the Committee at 11.07am.

2. RECORD OF ATTENDANCE/ APOLOGIES/ LEAVE OF ABSENCE

Committee Members

Shane Ivers	Chief Executive Officer (CEO)
Suzanne Mearns	Acting Executive Assistant to the CEO (Secretary) – Via zoom
Rochelle Vermeer	Workplace Health & Safety Coordinator (Chair)
Pania Pomana	Recreation Officer (RSR)
Lynwen Olsen	Transfer Station Officer (TSR)
Jodey Edwards	Leading Hand Parks + Gardens (DSR)

Guests

Davina Sandhu	HR Consultant – Via zoom

Apologies

Mark Jones	Manager Operations (MO)
Dianne Ziarkievicz	Patrol Officer (ASR)

3. CONFIRMATION OF PREVIOUS MINUTES

Moved: Lynwen Olsen **Seconded:** Jodey Edwards

That the Minutes of the WHS Safety Committee Meeting held 1 May 2024 be confirmed as a true and correct record of proceedings noting the following additions:

No inclusion of conversation or actions around the process/procedure for dealing with abusive customers.

4. MATTERS / ACTIONS ARISING FROM PREVIOUS MINUTES

ITEM	MEETING ACTIONS	RESPONSIBLE OFFICER	DUE DATE	COMPLETED DATE
1	Rec Centre – Conducting and recording all gym inductions. ICT Supervisor is currently working on this project.	FB	31/08/24	
2	Investigate hand railing for Autumn Centre. Responsible Officer to investigate a solution to hand railing issue as a matter of priority.	PT	30/08/24	
3	PPE Compliance: CDS Officer – Medical Certificate provided. WHS Chair to contact WorkSafe to advise of alternative suitable PPE. Davina Sandhu now named Responsible Officer. Rochelle will email Davina a copy of the draft Uniform Policy.	DS	31/08/24	
4	Identify designated smoking area for depot staff. MJ to chat with team members to discuss possible locations during prestart.	MJ	03/07/24	
5	Source first aid and snake bite kits for John Deere. Update 05/06/2024 – Purchased.	MJ/ TB	07/06/24	05/06/24
6	Follow up on installation of Posi track truck flashing lights. Purchase Order has been raised. Awaiting installation. Portable flashing light available for use in the interim. Review at next meeting.	MJ	03/07/24	
7	Confirm date for Dianne Z to complete HS Rep training. Upcoming course date 5th-9th August 24. Training request form to be approved.	RV	03/07/24	
8	Confirm date for HS Refresher training with HS Reps. Upcoming course date Fri 16 August. RV to investigate an alternative date for Lynwen as she will be unavailable during this time.	RV	03/07/24	

5. CORRESPONDENCE

5.1 In

General newsletters

5.2 Out

Nil

6. TOOLBOX MEETING MINUTES

6.1 Arising Safety Concerns from Toolbox Meetings

Depot washdown bay: CEO commented about pad being installed around the shed to clear area and clear drain. Discussion was undertaken whether Operations crew have seen the latest revision of the washdown bay plan. CEO to provide latest plan to Ops Dept.

Bomag Roller requires a UHF CH40 radio installed. Has a base radio but it doesn't always work, Safety hazard as clear line of sight cannot be maintained.

There have also previously been concerns with the Dozer radio, reported not working.

6.2 Additional Safety Rep reported Concerns:

Nil

7. CURRENT WHS PROGRESS OVERVIEW

7.1 WHS Project Plan Updates

First Site-Docs UAT Session has been conducted which covered:

- Syncing devices
- Logon and Menu Checks
- Take 5
- Hazard Reporting
- Near Miss
- Worker Incident Reports
- Member of Public – Incident Report
- SWMS
- Worker Competency Checks

It is three weeks until Site-Docs goes 'live' date - 1st July 2024.

June – Key WHS Actions

1. SiteDocs
    - UAT session with managers
    - Finalise user guides
    - Finalise analytics dashboards ready for rollout
    - Organisation wise SiteDocs training sessions
2. WHS
    - Finalise remaining chemical audits
    - Update chemical register for both SiteDocs and Offline use
    - Source and add in additional SDS not on SiteDocs
    - Initiate/undertake quarterly workplace inspections on 4 key departments
    - SWMS training session with Outdoor crews

8. REPORTS AND UPDATES

8.1 Take 5 completed: 475 new

8.2 Hazard Reports new / open: 1 new (now closed) – Fence replacement at the Rec Centre oval which may have been a safety issue to the public.

8.3 Incident Reports new / open: Zero new incidents, 1 remains open.

9. WHS WORKPLACE INSPECTIONS

9.1 Updates from previous inspections

Transfer Stn Audit: Mainly the only problem is the chemical register which are being dealt with. Additional chemicals need to be added to the Register.

Rec Centre Audit: Batteries for old machines require disposing of and chemicals (relating to Ocean Room). Cleaners SDS Books are also well out of date and need to be reviewed and updated.

10. WHS TRAINING

10.1 Update on WHS Training

Had the successful delivery of skin checks last week with 50% of the workforce attending.

11. GENERAL BUSINESS

11.1 Any additional items raised by WHS committee members.

- Bullying in the gym has been reported. Laurie is going to get back to Pania with regards to bullying and lack of consideration by some attendees. CEO advised that this will be part of the new on-line induction process which all gym users will need to complete.
- Dealing with difficult customers Policy – draft with Davina. CEO also mentioned number plate recognition.

11.2 Health and Safety Representative updates:

The CEO thanked Rochelle and Janice for their efforts, especially with regards to SiteDocs, the introduction of which takes the Shire to the next level.

Lynwen expressed her appreciation for the SiteDocs training recently conducted by Janice and Rochelle. Lynwen confirmed that it was very well presented, exactly what was needed, and all made sense.

12. NEXT MEETING DATE

The next WHS Meeting is to be held on Wednesday 3rd July 2024.

13. CLOSURE 11.40am

There being no further business the meeting was declared closed at 11:40am.

ITEM	MEETING ACTIONS	RESPONSIBLE OFFICER	DUE DATE
1	Bomag Roller requires UHF radio installed	MJ	03/07/2024
2	Creation of DRAFT Dealing with difficult customers Policy	DS	03/07/2024
3	Disposal of batteries from Rec Centre	PP/ LS	03/07/2024
4	CEO to provide the Operations Department with the latest revision of Washdown Bay drawings.	SI	03/07/2024

Shire of Irwin Safety Committee Meeting

held in the Council Chambers on

Wednesday 3 July 2024

MINUTES

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The meeting was declared open at 11.05am.

2. RECORD OF ATTENDANCE/ APOLOGIES/ LEAVE OF ABSENCE

Committee Members

Shane Ivers	Chief Executive Officer (CEO)
Suzanne Mearns	Acting Executive Assistant to the CEO (Secretary) – Via Zoom
Mark Jones	Manager Operations (MO)
Rochelle Vermeer	Workplace Health & Safety Coordinator (Chair)
Pania Pomana	Recreation Officer (RSR)
Lynwen Olsen	Transfer Station Officer (TSR)
Jodey Edwards	Leading Hand Parks + Gardens (DSR)

Guests

Apologies

Davina Sandhu	HR Consultant
Dianne Ziarkievicz	Patrol Officer (ASR)

3. CONFIRMATION OF PREVIOUS MINUTES

Moved: Lynwen **Seconded: Jodey**

4. MATTERS / ACTIONS ARISING FROM PREVIOUS MINUTES

ITEM	MEETING ACTIONS	RESPONSIBLE OFFICER	DUE DATE	COMPLETED DATE
1	Rec Centre – Conducting and recording all gym inductions. 2024/25 Budget consideration.	FB	31/08/24	
2	Investigate hand railing for Autumn Centre. Responsible Officer to investigate a solution to hand railing issue as a matter of priority. Waiting on budget consideration before works can commence.	PT	31/08/24	
3	PPE Compliance: CDS Officer – Medical Certificate provided. WHS Chair to contact WorkSafe to advise of alternative suitable PPE. Draft uniform policy and PPE policy have been emailed to Davina who has started the review process.	DS	31/08/24	
4	Identify designated smoking area for depot staff. Has been casual discussion about areas, designated area to be finalized at Toolbox Meeting.	MJ	31/08/24	
5	Follow up on installation of Posi track truck flashing lights.	MJ	03/07/24	Completed
6	Confirm date for Dianne Z to complete HS Rep training. Upcoming course date 5th – 9th August 24. In progress	RV	31/08/24	
7	Confirm date for HS Refresher training with HS Reps. Friday 16 August is the last date for Tafe. Training request forms to be distributed and approved.	RV	31/08/24	
8	Bomag roller requires UHF Radio installed	MJ	03/07/24	Completed
9	Creation of DRAFT Dealing with Difficult Customers Policy	DS	31/08/24	
10	Disposal of batteries and old floor cleaning machine from Rec Centre. Rochelle currently investigating disposal of batteries. MJ asked RV to complete a MEX Request to have batteries and old floor polishing machine removed.	PP/ LS	31/08/24	
11	CEO to provide Operations Dept with the latest revision of Washdown Bay drawings.	SI	05/07/24	

5. CORRESPONDENCE

5.1 In

- General Newsletters
- 2024/25 LGIS Midwest RRC Service Plan
- LGIS – Aussie 2.0 Fitness Challenge – RV to distribute to all Staff (promote health and wellbeing)
- Skin screen report received
- Traffic Management plans for approval

5.2 Out
- Traffic Management plans – Responses to applicants

6. TOOLBOX MEETING MINUTES

6.1 Arising Safety Concerns from Toolbox Meetings:
- Works on Ocean Drive – zip lines are required. Training required. MJ to discuss with RV further in relation to training provider.
- Radio working intermittently on Dozer – Fault issue. MJ advised he will arrange an auto sparky to go to site to investigate fault.

6.2 Additional Safety Rep reported Concerns:
- Communication/radio back up required for security reasons for when there is no power at the Transfer Station. There is no way of reporting an emergency etc. MJ to investigate and arrange installation of a base radio to be stationed at the Transfer Station.
- Rangers down at Cliff Head – Isolated Worker. Suggestion to use Satellite Phones or a personal location security device. RV spoke with LGIS and their solution was EPIRBS. RV to investigate smaller personal satellite devices and/ or ones attached to the vehicle.

7. CURRENT WHS PROGRESS OVERVIEW

7.1 WHS Project Plan Updates

RV went through the last months SiteDocs statistics as follows:
- 90% of staff have fully completed their training.
- 5% have completed 1 out 2 sessions
- Remote on hold for now.
- 19 workers have completed their WHS Worker Induction.
- One on one sessions with Managers over next 2 weeks to refine corrective actions and reporting.
- Great feedback received in relation to the training that has been undertaken.

8. REPORTS AND UPDATES

8.1 Take 5 completed: 366 new this month

8.2 Hazard Reports new / open:

New: 3
1. Mould and rising damp in Public Library – rectifying actions in progress.
2. Unstable privacy wall in the Works Depot – repairs being investigated by MJ
3. Erosion at the Jetty – looking at materials to repair

Open: 1
1. Steel in the concrete at the skate park – current danger has been fixed however more works may be required in the future – RV to close out hazard report from WHS Monitor.

8.3 Incident Reports new / open:
1. Worker stabbed by palm fronds – consider procedure for pruning palms to be put into place for future works.
2. Asbestos found in Lever Park – MJ advised that the area has been roped off however the asbestos is resultant from residents erecting a fence on private property and leaving old asbestos fencing on public park land. Shire Ranger to visit residents and request the asbestos be removed and/or the resident will be fined.
3. Snapped blades on the lawn edger – The supplier in Geraldton was unable to obtain the ordered high tensile blades so company has manufactured themselves however did not use high tensile material which meant that they wore down quickly and ended up snapping in half. Potentially could have caused a serious injury to staff or public.

4. 510IR vehicle damaged thru a member of the public clipping the rear end and damaging taillight whilst pulling out of a carpark. Incident report has been completed and distributed to Tegan for insurance purposes.

9. WHS WORKPLACE INSPECTIONS

9.1 Updates from previous inspections

Inspections have been completed to the Transfer Station and Creche at the Rec Centre which identified concerns relating to the Chemical Register and Fire Extinguishers.

10. WHS TRAINING

10.1 Update on WHS Training

Audiometric testing for outdoor workers exposed to noise is going to be undertaken on 30 July at the Works Depot between 06:30am – 11:10am. RV to send out correspondence.

11. GENERAL BUSINESS

11.1 Any additional items raised by WHS committee members.

The drain has filled up again at Lever Park – Not an ideal situation with water levels quite high. Concerns for public safety. MJ confirmed that scheduled works would be brought forward to complete as a matter of urgency. Hazard report to be raised.

Chemical inspections are still to be completed. Audits to be completed of the chemicals we currently have. RV to provide HS Reps with current chemical registers for auditing purposes.

12. NEXT MEETING DATE

The next meeting will be held on Wednesday 7th August 2024.

13. CLOSURE

There being no further business, the meeting was closed at 11.51pm.

ITEM	MEETING ACTIONS	RESPONSIBLE OFFICER	DUE DATE
1	Aussie 2.0 Fitness Challenge, RV to distribute to all Staff (promote health and wellbeing)	RV	7/8/24
2	RV to raise MEX request for removal of floor cleaner and batteries from Rec Centre	RV	7/8/24
3	Investigate installation of base radio at Transfer Station gatehouse	MJ	7/8/24
4	Investigate PLB – Personal Locator Beacons for isolated workers	RV	7/8/24
5	Send out audiometric testing correspondence to all affected staff	RV	7/8/24
6	Hazard Report to be raised for Lever Park sump drain re: fencing and water levels. Public safety concern.	MJ/ JE	7/8/24
7	Current chemical registers to be provided to HS Reps for auditing and updating	RV	7/8/24