

ORDINARY MEETING OF COUNCIL

CONFIDENTIAL

MINUTES

17 AUGUST 2023

These minutes were confirmed by Council as a true and correct record of proceedings by the Ordinary Council Meeting held on 21/9/23

Presiding Member: Alvito Date: 21 September 2023

Disclaimer

The purpose of this Council Meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (Section 5.25(e)) establish procedures for revocation or revision of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The Shire of Brookton expressly disclaims liability for any loss or damage suffered by any person as a result or relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council Meeting.

TABLE OF CONTENTS

1.08.23	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	3
2.08.23	RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE	3
3.08.23	USE OF COMMON SEAL – JULY 2023	4
4.08.23	DELEGATED AUTHORITY – ACTIONS PERFORMED	4
5.08.23	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	4
6.08.23	PUBLIC QUESTION TIME	4
7.08.23	APPLICATIONS FOR LEAVE OF ABSENCE	4
8.08.23	PETITIONS/DEPUTATIONS/PRESENTATIONS	4
9.08.23	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	5
9.08.23.01	ORDINARY MEETING OF COUNCIL – 20 JULY 2023	5
9.08.23.02	AUDIT AND RISK COMMITTEE – 13 JULY 2023	5
10.08.23	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION.....	5
11.08.23	DISCLOSURE OF INTERESTS.....	5
12.08.23	TECHNICAL & DEVELOPMENT SERVICES REPORTS	6
12.08.23.01	2023/24 – SUPPLY OF BITUMEN SEALING SERVICES.....	6
12.08.23.02	2023/24 – SUPPLY OF CEMENT STABILISATION SERVICES FOR YORK WILLIAMS AND DANGIN MEARS ROAD	12
12.08.23.03	COMMUNITY WATER SUPPLY PROGRAM	18
13.08.23	COMMUNITY SERVICES REPORTS	55
14.08.23	CORPORATE SERVICES REPORTS	55
14.08.23.01	LIST OF PAYMENTS – JULY 2023	55
14.08.23.02	SALE OF PROPERTY – OUTSTANDING RATES – 67 WITHALL STREET, BROOKTON	70
15.08.23	GOVERNANCE REPORTS	74
15.08.23.01	CHILD SAFETY AWARENESS POLICY	74
16.08.23	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	80
17.08.23	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	80
17.08.23.01	URGENT BUSINESS.....	80
17.08.23.02	STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JULY 2023	82
17.08.23.03	PROPOSED BOUNDARIES FOR THE 2025 STATE GENERAL ELECTION - OBJECTION	112
18.08.23	CONFIDENTIAL REPORTS	118
19.08.23	NEXT MEETING & CLOSURE	118

1.08.23 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President, Cr Crute, declared the Meeting open at 6:00pm.

On behalf of Council, I would like to acknowledge that this meeting is being held on the traditional lands of the Nyoongar People and pay respect to all Elders, past, present, and emerging. I wish to acknowledge and respect local people's continuing culture and the contribution they make to Country and its life.

2.08.23 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCEElected Members (Voting)

Cr KL Crute	(Shire President)
Cr NC Walker	(Deputy Shire President)
Cr HA Bell	
Cr C Hayden	
Cr TD Lilly	

Staff (Non-Voting)

Gary Sherry	Chief Executive Officer
Deanne Sweeney	Manager Corporate and Community
Les Vidovich	Manager Infrastructure and Works
Kevin D'Alton	Manager Projects
Sandie Spencer	Executive Governance Officer

Apologies

Nil.

Leave of absence

Cr CE Hartl

Members of the Public

Nil.

3.08.23 USE OF COMMON SEAL – JULY 2023

The Table below details the Use of Common Seal under delegated authority for the month of July 2023.

Use of Common Seal Register		
File Ref:	Purpose	Date Granted
Nil		

4.08.23 DELEGATED AUTHORITY – ACTIONS PERFORMED

The Table below details the actions of Council performed under delegated authority.

Shire of Brookton, Delegation Register, 1.41 Building Matters – Permits, Certificates & Orders

BUILDING			
Permit No.	Lot & Street	Type of Building Work	Date Granted
Nil			

Shire of Brookton, Delegation Register, 1.37 Specific Provisions under the Town Planning Scheme No. 4.

PLANNING				
File Ref	Application Ref	Subject Land (Inc. Scheme No.)	Purpose	Date Granted
A337	P2022/011	17 Lefroy Street, Brookton- Local Town Planning Scheme NO. 4	One mixed use office, a toilet facility & a 12m x 10m shed	7/08/2023

5.08.23 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

6.08.23 PUBLIC QUESTION TIME

Nil.

7.08.23 APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

8.08.23 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil.

9.08.23 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.08.23.01 ORDINARY MEETING OF COUNCIL – 20 JULY 2023

OCM 08.23-01

COUNCIL RESOLUTION

MOVED Cr Bell SECONDED Cr Lilly

That the minutes of the Ordinary meeting of Council held in the Shire of Brookton Council Chambers on 20th July 2023 be confirmed as a true and correct record of the proceedings.

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Walker, Cr Lilly, Cr Bell, Cr Hayden

Against: Nil

9.08.23.02 AUDIT AND RISK COMMITTEE – 13 JULY 2023

OCM 08.23-02

COUNCIL RESOLUTION

MOVED Cr Bell SECONDED Cr Hayden

That the minutes of the Audit and Risk Committee Meeting held in the Shire of Brookton Council Chambers on 13th July 2023 be received by Council.

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Walker, Cr Lilly, Cr Bell, Cr Hayden

Against: Nil

10.08.23 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

11.08.23 DISCLOSURE OF INTERESTS

Item no.	Officers	Type of Interest	Nature of Interest
12.03.23.03	Gary Sherry	Impartiality	Cousin employed by NewGround Water Services.

12.08.23 TECHNICAL & DEVELOPMENT SERVICES REPORTS**12.08.23.01 2023/24 – SUPPLY OF BITUMEN SEALING SERVICES**

File No:	Not applicable
Date of Meeting:	17 August 2023
Location/Address:	Not applicable
Name of Applicant:	Not applicable
Name of Owner:	Not applicable
Author/s:	Les Vidovich – Manager Infrastructure & Works
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previous Report:	Nil

Summary of Report:

Council to consider quotations and award a contract for the supply of bitumen sealing services within the Shire of Brookton as part of the 2023/24 road construction program.

Description of Proposal:

A total of six prospective companies were sent the sealing program specifications through WALGA's preferred supplier arrangement to consider providing a quote.

When submissions closed at 2pm on Monday 7th August 2023, four submissions were received from the following organisations:

1. Bitutek – 1398 Great Northern Highway, Upper Swan, WA, 6069
2. Colas – 80 Miguel Road, Bibra Lake, WA, 6163
3. Downer – 5 Marion Road, Maddington WA 6109
4. Fulton Hogan – 158 Talbot Rd, Hazelmere, WA, 6055

Confidential attachment 12.08.23.01A contains a copy of each submitted costs, selection criteria and staff assessment on which the quotations were assessed. Based on this assessment, the Officer's Recommendation is that Council award the contract for the supply of bitumen sealing services for 2023/24 to Colas Pty Ltd.

Background:

This request for quotations covers a range of bitumen surfacing services, and these include:

1. Primer seal – Supply and Spray (If determined)
2. Hot single coat seal – Supply and Spray
3. C170 two coat seal – Supply and Spray
4. Precoating of Aggregate
5. Application of Aggregate
6. Fully inclusive of all materials, plant, personnel, and traffic management

The criteria and results on which each quotations is assessed are as follows:

Description of Qualitative Criteria	Weighting
Previous Experience	10%
Availability	10%
Quoted Price and Personnel Experience	80%
Total Score	100%

Consultation: Nil

Statutory Environment:

Local Government Act (1995)

Section 3.57 requires a local government to invite tenders, before entering into a contract of a prescribed kind for the supply of goods or services.

Local Government (Functions and General) Regulations (1996)

Part 4 Provision of Goods and Services – Provides the detail of when tenders are required to be called. Tenders are not required if the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program.

Relevant Plans and Policy:

Council Policy “2.36 – Procurement” applies.

Financial Implications:

The financial commitment for the supply of bitumen sealing services is included in the relevant construction and operational budgets for each project.

Risk Assessment:

The risk in relation to this matter is assessed as “Low” as required quantities and costings for the project have been provided.

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

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

Community & Strategic Objectives:

The upgrading or improvement of a roadway aligns with the Shire of Brookton’s Corporate Business Plan.

Comment

All quotations submitted comply with the request for quotation requirements and have therefore been presented to Council for consideration.

OFFICER’S RECOMMENDATION

That Council having considered all quotations received, accepts the offer submitted by Colas Pty Ltd for the following supply of bitumen sealing services in 2023/24:

Location	Material	Quantity m ²	Rate \$/m ² - GST Exclusive	TOTAL - GST Exclusive
York Williams Rd SLK 16.83 to 19.83	C170 two coat seal (14/7mm aggregate) @3L/m ²	21,000	\$8.66	\$181,860.00
Dangin Mears Rd SLK 4.00 to 7.15 SLK 7.70 to 8.78	C170 two coat seal (14/7mm aggregate) @3L/m ²	38,240	\$7.86	\$300,566.40
Corberding Rd SLK 7.96 to 8.16	Hot single coat seal (10mm aggregate) @1.8/m ²	1,400	\$7.48	\$10,472.00
McGrath St SLK 0.25 to 0.60	Hot single coat seal (10mm aggregate) @1.8/m ²	2,100	\$7.48	\$15,708.00
Brookton Kweda Rd SLK 25.27 to 25.85 SLK 25.96 to 26.66	Hot single coat seal (10mm aggregate) @1.8L/m ²	8,960	\$7.48	\$67,020.80
			TOTAL	\$575,627.20

(Simple majority vote required)

OCM 08.23-03

COUNCIL RESOLUTION

MOVED Cr Lilly

SECONDED Cr Walker

That Council having considered all quotations received, accepts the offer submitted by Colas Pty Ltd for the following supply of bitumen sealing services in 2023/24:

Location	Material	Quantity m ²	Rate \$/m ² - GST Exclusive	TOTAL - GST Exclusive
York Williams Rd SLK 16.83 to 19.83	C170 two coat seal (14/7mm aggregate) @3L/m ²	21,000	\$8.66	\$181,860.00
Dangin Mears Rd SLK 4.00 to 7.15 SLK 7.70 to 8.78	C170 two coat seal (14/7mm aggregate) @3L/m ²	38,240	\$7.86	\$300,566.40
Corberding Rd SLK 7.96 to 8.16	Hot single coat seal (10mm aggregate) @1.8/m ²	1,400	\$7.48	\$10,472.00
McGrath St SLK 0.25 to 0.60	Hot single coat seal (10mm aggregate) @1.8/m ²	2,100	\$7.48	\$15,708.00
Brookton Kweda Rd SLK 25.27 to 25.85 SLK 25.96 to 26.66	Hot single coat seal (10mm aggregate) @1.8L/m ²	8,960	\$7.48	\$67,020.80
			TOTAL	\$575,627.20

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Walker, Cr Lilly, Cr Bell, Cr Hayden

Against: Nil

12.08.23.02 2023/24 – SUPPLY OF CEMENT STABILISATION SERVICES FOR YORK WILLIAMS AND DANGIN MEARS ROAD

File No:	Not applicable
Date of Meeting:	17 August 2023
Location/Address:	Not applicable
Name of Applicant:	Not applicable
Name of Owner:	Not applicable
Author/s:	Les Vidovich – Manager Infrastructure & Works
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previous Report:	Nil

Summary of Report:

Council is to consider and award a contract for the supply of cement stabilisation services on York Williams Roads and Dangin Mears Road construction in 2023/24.

Description of Proposal:

A total of five prospective companies were sent the supply of cement stabilisation services to York Williams and Dangin Mears Road construction specifications through WALGA's preferred supplier arrangement to consider providing a quote.

When submissions closed at 2pm on Monday 7th August 2023, four submissions were received from the following organisations:

1. Downer Pty Ltd – 5 Marion Road, Maddington WA 6109
2. Stabilised Pavement of Australia – 97 Poole Street, Welshpool WA 6106
3. WA Stabilising – 26 Colin Jamieson Drive, Welshpool WA 6106
4. Western Stabilisers – 821 Dilling Railway Road, Corrigin WA 6375

Confidential Attachment 12.08.23.02A contains a copy of each submitted costs, selection criteria and staff assessment on which the quotations were assessed.

Based on this assessment, the Officer's Recommendation is that Council award the contract for the supply of cement stabilisation for the construction of York Williams and Dangin Mears Roads to Western Stabilisers.

Background:

Cement stabilisation is a cost-effective way to reconstruct or rehabilitate a section of road. After overlaying the existing surface with 100 to 150mm of new gravel, cement is added, and a stabilisation machine follows mixing and recycling both the old and new sections of road to improve its properties. Cement is commonly used as a binding agent in sealed roads because it greatly increases the strength and resistance of the material used.

Consultation:

Nil

Statutory Environment:

Local Government Act (1995)

Section 3.57 requires a local government to invite tenders, before entering into a contract of a prescribed kind for the supply of goods or services.

Local Government (Functions and General) Regulations (1996)

Part 4 Provision of Goods and Services – Provides the detail of when tenders are required to be called. Tenders are not required if the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program.

Relevant Plans and Policy:

Council Policy “2.36 – Procurement” applies to all purchases.

Financial Implications:

The financial commitment for the supply of cement stabilisation services is included in the relevant construction and operational budgets for each of the York Williams and Dangin Mears Road projects.

Risk Assessment:

The risk in relation to this matter is assessed as “Low” as quantities and costings are provided as a confidential attachment.

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

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

Community & Strategic Objectives:

The upgrading or improvement of a roadway aligns with the Shire of Brookton’s Corporate Business Plan.

Comment

All companies that submitted quotations have the capability, expertise, and experience to carry out the requirements of the contract to the complete satisfaction of Council. There is a prerequisite under the quotation document that the contract will be awarded to an organisation whose quotations are assessed as offering the best value for money outcome for the Shire of Brookton.

Quotations were evaluated using a point scoring system with scores being awarded based on selection criteria. Each criteria is weighted to reflect its relative importance and scores are then combined to yield a total. A higher score indicates a more favorable pricing structure for Council.

OFFICER'S RECOMMENDATION

That Council having considered all quotations received, accepts the quotation as submitted by Western Stabilisers for the following supply of cement stabilisation services in 2023/24:

Road	SLK	Area M ²	Treatment	Rate \$/m ² - GST Exclusive	Cost GST Exclusive
York Williams	16.83 - 19.83	27,000	Cement Stabilisation to 300mm deep with 1.5% cement by weight.	\$5.99	\$161,730
Dangin Mears	4.00 to 7.15 7.70 to 8.78	42,300	Cement Stabilisation to 300mm deep with 1.5% cement by weight.	\$5.99	\$253,377
TOTAL					\$415,107

(Simple majority vote required)

OCM 08.23-04

COUNCIL RESOLUTION

MOVED Cr Walker SECONDED Cr Bell

That Council having considered all quotations received, accepts the quotation as submitted by Western Stabilisers for the following supply of cement stabilisation services in 2023/24:

Road	SLK	Area M²	Treatment	Rate \$/m² - GST Exclusive	Cost GST Exclusive
York Williams	16.83 - 19.83	27,000	Cement Stabilisation to 300mm deep with 1.5% cement by weight.	\$5.99	\$161,730
Dangin Mears	4.00 to 7.15 7.70 to 8.78	42,300	Cement Stabilisation to 300mm deep with 1.5% cement by weight.	\$5.99	\$253,377
TOTAL					\$415,107

CARRIED BY SIMPLE MAJORITY VOTE 5/0

**For: Cr Crute, Cr Walker, Cr Lilly, Cr Bell, Cr Hayden
Against: Nil**

The Chief Executive Officer, Mr Gary Sherry, declared an Impartiality Interest in 12.08.23.03 Community Water Supply Program in that his cousin is an employee of NewGround Water Services.

12.08.23.03 COMMUNITY WATER SUPPLY PROGRAM

File No:	Not applicable
Date of Meeting:	17 August 2023
Location/Address:	Not applicable
Name of Applicant:	Not applicable
Name of Owner:	Not applicable
Author/s:	Les Vidovich – Manager Infrastructure & Works
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	Mr Gary Sherry - Impartiality Interest - Cousin is an employee of NewGround Water Services.
Voting Requirements:	Simple Majority
Previous Report:	Nil

Summary of Report:

Council is to consider and award a contract for the installation of reticulation services to extend existing reticulation infrastructure to allow provision of water to Memorial Park, Madison Square Park, Brookton Caravan Park and Town Oval.

Description of Proposal:

A total of four prospective companies were sent the tender specifications through WALGA's preferred supplier arrangement to quote.

When submissions closed at 2pm on Monday 7th August 2023 only one submission was received. This submission was from NewGround Water Services.

NewGround Water Services specialise in irrigation and pump consultation, installation, and maintenance services across Western Australia. Confidential Attachment 12.08.23.03A contains a copy of NewGround Water Services submission.

The Officer's Recommendation advises Council to award the contract to extend existing reticulation infrastructure to Memorial Park, Madison Square Park, Brookton Caravan Park and Town Oval to NewGround Water Services.

Background:

The Shire of Brookton was successful in receiving funding through the Department of Water and Environmental Regulations, Community Water Supplies Partnership Program with Local Governments. The purpose of the program is to reduce costs, usage, and reliance of scheme water.

This project is for the supply and install of 90mm Poly Feed lines VIA under road boring to supply Happy Valley water to Memorial Park, Madison Square Park, Brookton Caravan Park and Town Oval. Details of the proposed works are shown below and include a further breakdown of the required works at each site:

- Supply 90mm MDPE poly PN 12.5
- Supply scanning of services
- Traffic Management

- Connections to existing piping Via Electro Fusion/ Threaded or Glued pending fittings required.
- Back fill and clean up.

Site 1 – Memorial Park



1. Connect from existing 75mm pipe works (new Tee) and under road bore pipe 90mm to Memorial Park, 130m in length
2. Connect to Irrigation mainline and master valve

Site 2 – Town oval (Pipe size increase & extension)



1. Connect from Memorial Park to Oval mainline and URB 90mm pipe, 450m in length (line requires upgrade to include flow to the caravan park)
2. Connect to oval feed line at tank

Site 3 – Caravan Park



1. Connect from Area 2 to Caravan Park and URB 90mm pipe, 350m in length
2. Connect to existing retic mainline feed to lawn

Site 4 – Madison Square



1. Connect from existing 75mm feed, install Tee E/F and URB new Poly line into park
2. Connect to existing feedline to irrigation

Consultation: Nil.

Statutory Environment:

Local Government Act (1995)

Section 3.57 requires a local government to invite tenders, before entering into a contract of a prescribed kind for the supply of goods or services.

Local Government (Functions and General) Regulations (1996)

Part 4 Provision of Goods and Services – Provides the detail of when tenders are required to be called. Tenders are not required if the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program.

Relevant Plans and Policy:

Council Policy 2.36 – “Procurement” applies to all purchases.

Financial Implications:

Council has allocated \$211,382 (GST Exclusive) in its 2023/24 budget to complete the works of which two thirds is funded by the Department of Water and Environmental Regulation through the Community Water Supply Program.

The table below provides the current annual water usage and cost at each site which will be saved when converted over to Happy Valley Water.

Park	Usage (kl)	Cost
Memorial Park	3132	\$ 8,552.82
Madison Square	1463	\$ 3,998.26
Caravan Park	1129	\$ 3,454.43
Total	5,724 kl	\$ 16,005.51

* The figures shown are from 2021/22

Risk Assessment:

The risk in relation to this matter is assessed as “Low” as a cost to complete the works have been provided by NewGround Water Services.

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

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

Community & Strategic Objectives:

The project will align with the Shires planning strategy to accommodate safe, increasingly sustainable, and cost-effective water management.

Comment: Nil

OFFICER'S RECOMMENDATION

That Council having considered the quotation received, accepts the quotation as submitted by NewGround Water Services for \$179,400 GST Exclusive to extend reticulation infrastructure to allow water from Happy Valley bore field to reticulate Memorial Park, Madison Square Park, Brookton Caravan Park and Town Oval.

(Simple majority vote required)

OCM 08.23-05

COUNCIL RESOLUTION

MOVED Cr Walker SECONDED Cr Lilly

That Council having considered the quotation received, accepts the quotation as submitted by NewGround Water Services for \$179,400 GST Exclusive to extend reticulation infrastructure to allow water from Happy Valley bore field to reticulate Memorial Park, Madison Square Park, Brookton Caravan Park and Town Oval.

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Walker, Cr Lilly, Cr Bell, Cr Hayden

Against: Nil

13.08.23 COMMUNITY SERVICES REPORTS

Nil.

14.08.23 CORPORATE SERVICES REPORTS

14.08.23.01 LIST OF PAYMENTS – JULY 2023

File No:	N/A
Date of Meeting:	17 August 2023
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author/s:	Kathy Muller – Finance Administration Officer - Creditors
Authorising Officer:	Charlotte Cooke -Acting Manager Corporate and Community
Declaration of Interest:	The author and authorising officer do not have an interest in this item.
Voting Requirements:	Simple Majority
Previous Report:	16 July 2023

Summary of Item

The purpose of this report is to present the list of payments for the month of July 2023, as required under the *Local Government (Financial Management) Regulations 1996*.

Description of Proposal

To present to Council, the accounts paid under Delegation 1.1, Power to Make Payments.

Background

In accordance with *Local Government (Financial Management) Regulations 1996 Clause 13 (1)* schedules of all payments made through Council's bank accounts are presented to Council for inspection.

Consultation

There has been no consultation on this matter.

Statutory Environment

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* states:

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; and*
 - (b) *the amount of the payment; and*
 - (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction.*
 - (2) *A list of accounts for approval to be paid is to be prepared each month showing —*
 - (a) *for each account which requires council authorisation in that month —*
 - (i) *the payee's name; and*
 - (ii) *the amount of the payment; and*
 - (iii) *sufficient information to identify the transaction; and*

- (b) the date of the meeting of the council to which the list is to be presented.
- (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.

Relevant Plans and Policy

The Chief Executive Officer, under relevant delegation, is authorised to arrange purchase of specific items in the budget, which do not require calling tenders, providing that it is within the approved and adopted budget.

Financial Implications

No financial implications have been identified at the time of preparing this report.

Risk Assessment

The risk in relation to this matter is assessed as ‘Medium’ on the basis that if Council does not accept the payments. The risk identified would be failure to fulfil statutory regulations or compliance requirements. Shire Officer’s provide a full detailed listing of payments made in a timely manner.

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

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

Community & Strategic Objectives

This item relates to delivery of core business and services detailed in the Shire of Brookton Corporate Compendium – October 2020, duly appended to the Next Generation BROOKTON Corporate Business Plan <2021.

Specifically, the contract services support the following Business Unit and Functions:

18. Financial Control
 - 18.2 Conduct external/internal audits and reporting
 - 18.5 Process rates, other revenues, timely payments

Comment

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the Shire's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid is to be provided to Council, where such delegation is made.

The payment schedule is provided to Councilors' separately and not published on the Shire of Brookton website to mitigate against the potential of fraudulent activity that can arise from this practice. Members of the public can obtain the schedule from the Shire of Brookton Administration Office.

Contained within attachment 14.08.23.01B is a detailed transaction listing of credit card expenditure paid for the period ended 31 July 2023.

OFFICER'S RECOMMENDATION

That Council receive:

1. the list of accounts, totalling \$661,819.15 paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the month of July 2023, as contained within Attachment 14.08.23.01A; and
2. the list of credit card transactions, totalling \$1,375.09 paid in July 2023, as contained within Attachment 14.08.23.01B.

(Simple majority vote required)

OCM 08.23-06

COUNCIL RESOLUTION

MOVED Cr Hayden SECONDED Cr Lilly

OFFICER'S RECOMMENDATION

That Council receive:

1. ***the list of accounts, totalling \$661,819.15 paid under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 for the month of July 2023, as contained within Attachment 14.08.23.01A; and***
2. ***the list of credit card transactions, totalling \$1,375.09 paid in July 2023, as contained within Attachment 14.08.23.01B.***

CARRIED BY SIMPLE MAJORITY VOTE 5/0

**For: Cr Crute, Cr Walker, Cr Lilly, Cr Bell, Cr Hayden
Against: Nil**

List of Payments for July 2023

Chq/EFT	Date	Name	Description	Amount
EFT14623	06/07/2023	3E ADVANTAGE PTY LTD	MONTHLY CHARGES - ADMINISTRATION OFFICE PRINTING AND PHOTOCOPIER COSTS - JUNE 2023	\$1,215.91
EFT14624	06/07/2023	AMPAC DEBT RECOVERY	DEBT RECOVERY COSTS - A767, A2682, A388, AND DEBTOR 448 - JUNE 2023	\$3,738.70
EFT14625	06/07/2023	AQUATIC SERVICES WA PTY LTD	BROOKTON AQUATIC CENTRE - POOL MAINTENANCE/REPAIRS INCLUDING PAINTING, PAVING WORKS AND WORKS TO PUMP - JUNE 2023	\$80,300.00
EFT14626	06/07/2023	ARMADALE MOWER WORLD & SERVICE CO	WORKS DEPARTMENT EQUIPMENT - BACKPACK HARNESS LINK - JUNE 2023	\$598.00
EFT14627	06/07/2023	ATO	FBT RETURN FOR THE 2022-2023 FINANCIAL YEAR	\$2,343.06
EFT14628	06/07/2023	AVON TRADING CO	PARKS AND GARDEN DEPARTMENT - CHAINSAWS, BRUSH CUTTERS AND BLOWERS SERVICING INCLUDING PARTS - JUNE 2023	\$1,130.70
EFT14629	06/07/2023	BEDFORD ARMS HOTEL	CATERING - 6X COUNCILLOR MEALS, 6X STAFF MEALS, 2 X BOTTLES OF HOUGHTON CABERNET SAUVIGNON AND 12 X CORONA BOTTLES - MAY COUNCIL MEETING	\$494.00
EFT14630	06/07/2023	BEST OFFICE SYSTEMS	ADMIN OFFICE - REPLACEMENT WASTE TONNER BOTTLE - SHIPPING COSTS - JUNE 2023	\$20.00
EFT14631	06/07/2023	BEVERLEY TRANSPORT	TOWING SERVICES – PICK UP 2X ROLLERS FROM GLENESTER ROAD AND SEVRIN ROAD - DELIVER TO WOODS LOOP ROAD - JUNE 2023	\$1,144.00
EFT14632	06/07/2023	BOC GASES	MONTHLY CHARGES - GAS CONTAINER STORAGE/SERVICE, OXYGEN, ACETYLENE, ARGOSHIELD - JUNE 2023	\$54.66
EFT14633	06/07/2023	BRANDWORX AUSTRALIA	UNIFORM ORDER - ADMINISTRATION TRAINEE - P. HALL - MAY 2023	\$523.69
EFT14634	06/07/2023	BRIAN HEATON	CARAVAN PARK REFUND - REFUND BOOKING# 11916190 SHEOAK I NIGHT - JUNE 2023	\$330.00

Chq/EFT	Date	Name	Description	Amount
EFT14635	06/07/2023	BROOKTON 24/7 TOWING	MULTI ROLLER PR8 – MULTIPLE REPAIRS INCLUDING REMOVAL/SERVICE OF STEERING RAM AND HYDRAULIC REPAIRS INCLUDES PARTS AND LABOUR, TRUCK PT12 - SUPPLY AND FIT WIPER BLADES, PIG TRAILER PPT1 - REPAIR DAMAGED WIRING AND PLUG, ROLLER PR9 - REPLACE MULTIPLE FILTERS INCLUDES TRAVEL - JUNE 2023	\$5,278.80
EFT14636	06/07/2023	BROOKTON PLUMBING	SEWERAGE TREATMENT PLANT - REPAIR AND CLEAR SEVERAL FAULTS/BLOCKAGES, PUMP OUT POLISHING TANK, REFIT FOOT VALVE ON TINY PUMP, ROBINSON ROAD PUBLIC TOILETS - UNBLOCK TOILETS AND EMPTY TANKS - BROOKTON POOL - INSTALL NEW WATER FOUNTAIN - JUNE 2023	\$6,782.30
EFT14637	06/07/2023	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY PAYMENTS - BCITF LEVY - 2X BUILDING PERMITS A2561 AND A87 - JUNE 2023	\$291.50
EFT14638	06/07/2023	BUILDING & ENERGY	BUILDING SERVICES LEVY - 3 X BUILDING PERMITS ISSUED - JUNE 2023	\$278.18
EFT14639	06/07/2023	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$195.67
EFT14640	06/07/2023	DARRY'S PLUMBING & GAS DARR BEST PLUMBING PTY LTD	CARAVAN PARK - ATU SYSTEM QUARTERLY CLEAN - APRIL 2023	\$360.00
EFT14641	06/07/2023	DELTA AGRIBUSINESS WA- BROOKTON RURAL TRADERS	NEW APPLIANCES - CARAVAN PARK CAMP KITCHEN - OVEN, MICROWAVE, FRIDGE - JUNE 2023	\$2,097.00
EFT14642	06/07/2023	EDGE PLANNING & PROPERTY	MONTHLY CHARGES - PLANNING SERVICES PROVIDED, 31.5HOURS - JUNE 2023	\$4,556.47
EFT14643	06/07/2023	EMMA DRAPER	COMMUNITY GYM - INDUCTION SERVICES - MARCH TO JUNE 2023	\$490.00
EFT14644	06/07/2023	EXTERIA	ROBINSON STREET BINS - REPRINT OF BIN GRAPHICS DUE TO MISTAKE - JUNE 2023	\$515.90
EFT14645	06/07/2023	FLEET FITNESS	COMMUNITY GYM - REPAIR CABLES TO MACHINE ST1700 - JUNE 2023	\$396.00
EFT14646	06/07/2023	FUEL DISTRIBUTORS OF WA	DEPOT BULK FUEL DELIVERY - 7000L DIESEL DELIVERED ON 23/06/2023 - JUNE 2023	\$11,577.58
EFT14647	06/07/2023	GREAT SOUTHERN FUEL SUPPLIES	FUEL PURCHASES - CEO, MCC, MIW, CESM - JUNE 2023	\$1,066.50
EFT14648	06/07/2023	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC RUBBISH COLLECTION - 4 WEEKS - 27/04/2023 - 25/05/2023	\$13,904.66
EFT14649	06/07/2023	H RUSHTON & CO	PARTS - TRITON UTE - PU1 - ELEVATED FEED BASE	\$199.00

Chq/EFT	Date	Name	Description	Amount
EFT14650	06/07/2023	INTEGRATED ICT	ANNUAL SUBSCRIPTION (REMAINING 9 MONTHS)- MICROSOFT 365 PREMIUM X36, MICROSOFT 365 BASIC X 7, MICROSOFT DEFENDER, MONTHLY CHARGES - CRC NBN CONNECTION, ADMINISTRATION OFFICE NBN DATA, ADMINISTRATION OFFICE PHONE SYSTEM, ADMINISTRATION OFFICE TELEPHONY - JUNE 2023	\$12,130.67
EFT14651	06/07/2023	JES-KY BUILDING AND SUPPLIES	CARAVAN PARK MAINTENANCE - PUMP OUT DUMP POINT - JUNE 2023	\$550.00
EFT14652	06/07/2023	KENNEDYS TREE SERVICES	TREE LOPPING - POWER LINE CLEARING - FALLS ST, MONTGOMERY ST, RICHARDSON ST, WHITE ST, COLLARD ST, KING ST	\$7,480.00
EFT14653	06/07/2023	LANDGATE (DOLA)	GROSS RENTAL VALUATIONS - INT VALUATIONS COUNTRY AND FESA - 18/02/2023 - 26/05/2023	\$94.62
EFT14654	06/07/2023	LGRCEU	PAYROLL DEDUCTIONS	\$174.50
EFT14655	06/07/2023	LO-GO APPOINTMENTS WA	HIRE OF ACTING MANGER INFRASTRUCTURE AND WORKS - 10DAYS - 19/06/2023 - 30/06/2023 - HALF PAYMENT	\$5,393.52
EFT14656	06/07/2023	MARKETFORCE	THE WEST AUSTRALIAN ADVERTISEMENT - POOL MANGER POSITION - 13.05.2023, RFT MEMORIAL HALL ROOF - 04.05.2023	\$1,158.37
EFT14657	06/07/2023	OFFICEWORKS BUSINESS DIRECT	STATIONARY ORDER - SHIRE OFFICE - MAY 2023 INCLUDES MONITOR STAND X 2, LEVER ARCH FILE STORAGE, VARIOUS STATIONARY	\$148.41
EFT14658	06/07/2023	PERTH MATERIALS BLOWING	CARVAN PARK PLAYGROUND AND FLYING FOX - SUPPLY AND INSTALL SOFTFALL (MULCH) - JUNE 2023	\$15,249.85
EFT14659	06/07/2023	PINGELLY TYRE SERVICE - TRAVEX ENTERPRISES ATF HODGES FAMILY TRUST	LOADER PL7 - SUPPLY AND INSTALL V STEEL TRACTION TYRE, MAZDA PAV5 - TYRES X 4	\$4,989.60
EFT14660	06/07/2023	REPCO - GPC ASIA PACIFIC PTY LTD	UHF TWO WAY RADIO - PU1 - PR8	\$473.11
EFT14661	06/07/2023	RESONLINE	MONTHLY CHARGES - CARAVAN PARK ONLINE BOOKING SYSTEM - DECEMBER 2022 (MISSED PAYMENT) AND JUNE 2023	\$484.00
EFT14662	06/07/2023	SECURUS	CRC OFFICE - UPGRADE ALARM 3G COMMUNICATOR TO 4G AND REPLACE BATTERY - JUNE 2023	\$1,391.80
EFT14663	06/07/2023	SGS	SEWERAGE TREATMENT PLANT - WATER TESTING - MAY 2023	\$518.10
EFT14664	06/07/2023	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$235.00
EFT14665	06/07/2023	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$2,529.00

Chq/EFT	Date	Name	Description	Amount
EFT14666	06/07/2023	SHRED-X PTY LTD	MONTHLY CHARGES - RENTAL OF SECURE DOCUMENT DISPOSAL BINS - JUNE 2023	\$26.00
EFT14667	06/07/2023	TOLL TRANSPORT PTY LTD	SHIPPING COSTS - DELIVERY OF SIGNS FROM CORSIGN TO SHIRE ADMIN OFFICE, ITEMS FROM TUTT BRYANT TO SHIRE OFFICE, ITEMS FROM INDUSTRIAL AUTOMATION TO SHIRE OFFICE, ITEMS FROM INTERFIRE ON BACKORDER FROM LANDSDALE TO SHIRE OFFICE - MAY 2023	\$93.24
EFT14668	06/07/2023	TOTAL TOOLS KEWDALE TT KEWDALE PTY TLD	WORKS DEPARTMENT - SOCKET IMPACT DRIVER	\$35.50
EFT14669	06/07/2023	WA CONTRACT RANGER SERVICES	MONTHLY CHARGES - RANGER SERVICES – 9 HRS -12/06/2023, 23/06/2023 AND 26/06/2023 - JUNE 2023	\$940.50
EFT14670	06/07/2023	WALLIS COMPUTER SOLUTIONS	IT SERVICES - CRC OFFICE - CLEAN UP EQUIPMENT/DATA AND MIGRATE DATA TO CLOUD SERVICES - JUNE 2023, ANNUAL SUBSCRIPTION - ADOBE PRO 1 X EXTRA LICENSE (GOVERNANCE OFFICER) - 28/06/2023-26/05/2023.	\$4,109.38
EFT14671	06/07/2023	WHEATBELT ELECTRICS	WASTER WATER TREATMENT PLANT - REPAIR FAULT IN FLOAT SWITCHES, RESULTING IN NO MOTOR PROTECTION - APRIL 2023, ADMINISTRATION OFFICE - REPAIR FAULTY LIGHT IN GO/HO ROOM - JUNE 2023, CARAVAN PARK - REPAIR POWER BOX #2, REPLACE HORIZONTAL GPO BOX - MAY 2023, BCI BUILDING - RESTORE POWER TO BUILDING, REPLACE RCD SAFETY SWITCH - APRIL 2023, DEPOT - REPAIR DEPOT LIGHTING, REPLACE URN - MAY 2023, HAPPY VALLY BORE - POWER PUMP FAULT - BLEED AIRLINE TO ALLOW WATER TO OVAL - APRIL 2023	\$2,646.20
EFT14672	06/07/2023	ZIRCODATA (TOTALLY CONFIDENTIAL RECORDS)	MONTHLY CHARGES - STORAGE OF ARCHIVE BOXES - MAY 2023	\$52.16
EFT14673	14/07/2023	BROOKTON PROFESSIONAL SERVICES CENTRE	CRC OFFICE - RENT FOR OFFICE SPACE - JULY 2023	\$935.00
EFT14674	14/07/2023	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$195.67
EFT14675	14/07/2023	FAYE DRUMMOND	CARAVAN PARK - REFUND CHALET BOOKING #11955902, CANCELLED WITHIN APPROVED TIMEFRAME - JULY 2023	\$135.00

Chq/EFT	Date	Name	Description	Amount
EFT14676	14/07/2023	LES VIDOVICH	REIMBURSEMENT OF INTERNET EXPENSES AS PER EMPLOYMENT CONTRACT - MIW, L. VIDOVICH - JUNE 2023	\$80.27
EFT14677	14/07/2023	LGRCEU	PAYROLL DEDUCTIONS	\$152.50
EFT14678	14/07/2023	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$235.00
EFT14679	14/07/2023	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$840.00
EFT14680	21/07/2023	3E ADVANTAGE PTY LTD	MONTHLY CHARGES - PRINTER AND PHOTOCOPIER COSTS - CRC OFFICE - JUNE 2023	\$1,718.48
EFT14681	21/07/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	PARTS - LOADER PL7 - MIRROR	\$746.94
EFT14682	21/07/2023	ALDERSYDE AGRICULTURAL HALL INC	VENUE HIRE - ALDERSYDE HALL - BUSH FIRE TRAINING 2 DAYS 20/07/2023	\$300.00
EFT14683	21/07/2023	ARM SECURITY	ALARM MONITORING - ADMINISTRATION OFFICE (14 WEEKS) - 01/07/2023 - 30/09/2023 AND CRC OFFICE - 13/06/2022 - 30/06/2023 AND 01/07/2023 - 30/09/2023	\$358.13
EFT14684	21/07/2023	AVON TRADING CO	PARKS AND GARDENS - SERVICE CHAINSAW CS600, CHAINSAW PARTS X 2, SERVICE STIHL MS251 CHAINSAW INCLUDING REPLACE PLUG, SERVICE CHAINSAW ECHO CS680 - JULY 2023	\$646.90
EFT14685	21/07/2023	B & N EYRE BROOKTON NEWSAGENCY	CRC OFFICE - STATIONARY ORDER INCLUDING A4 PAPER, PENS, PHOTOPAPER, MANILLA FOLDERS AND SHEET PROTECTORS - JUNE 2023	\$688.56
EFT14686	21/07/2023	BOB WADDELL & ASSOCIATES PTY LTD	ACCOUNTING CONSULTANCY - ASSIST WITH BUDGET AND ASSETS - JULY 2023, HELP WITH FINANCIAL STATEMENTS - JUNE 2023	\$453.75
EFT14687	21/07/2023	BROOKTON 24/7 TOWING	CHERRY PICKER PCP3 - TOWING/DELIVERY OF CHERRY PICKER TO MIDLAND, HINO TRUCK PT14 - 40L BLUE COOLANT, MAZDA CX8 PAV 6 - 30 000KM LOGBOOK SERVICE AND SAFETY INSPECTION INCLUDING OIL AND PARTS - JULY 2023	\$1,076.35
EFT14688	21/07/2023	BROOKTON PROFESSIONAL SERVICES CENTRE	RENT PAYMENT - BROOKTON CRC OFFICE SPACE - AUGUST 2023	\$935.00
EFT14689	21/07/2023	BROOKTON TYRE SERVICE	NEW CARAVAN PARK SIGNS WITH NEW LOGO X 2, MOWER PM9 - PUNCTURE REPAIR AND PATCH, TRITON UTE PU35 - SUPPLY INSTALL AND BALANCE TYRES X 4, TRITON UTE PU36 - SUPPLY AND FIT 2 X NEW KUMHO AT52 TYRES, CRC OFFICE - CRC LOGO PULL UP BANNER WITH STAND, TRUCK PT14 - SUPPLY AND INSTALL 1 X NEW TYRE - JUNE 2023	\$3,966.05

Chq/EFT	Date	Name	Description	Amount
EFT14690	21/07/2023	BROOKTON WEST VOLUNTEER FIRE BRIGADE	BUSHFIRE MITIGATION - BRIGADE ASSISTANCE LOC ID 14777, 14778, 14781, 2X 4.4 FIRE TENDERS - JUNE 2023	\$5,000.00
EFT14691	21/07/2023	BUNNINGS GROUP LIMITED T/A TOOL KIT DEPOT	WORK CREW PPE INCLUDING HARD HATS, DISPOSABLE GLOVES, PROTECTION GLOVES, SAFETY GLASSES	\$761.19
EFT14692	21/07/2023	BURGESS RAWSON (WA) PTY LTD	WATER USAGE CHARGE - BROOKTON RAIL YARD - 08/05/2023 - 13/07/2023	\$852.25
EFT14693	21/07/2023	CORSIGN WA PTY LTD	WORKS DEPARTMENT - VARIOUS SIGNS INCLUDING T-JUNCTION, PEDESTRIAN CROSSING, ANGLE PARKING AND NO THROUGH ROAD - JUNE 2023	\$1,215.50
EFT14694	21/07/2023	DELTA AGRIBUSINESS WA- BROOKTON RURAL TRADERS	MONTHLY PURCHASES - WORKS DEPARTMENT, PARKS AND GARDENS - VARIOUS SMALL ITEMS INCLUDING WEED KILLER, RAT BAITS, CLAMPS, HOSES, BOLTS, RUBBISH BAGS, CLEANING SUPPLIES, GLOVES AND SEALANTS, 20KG CONCRETE, DIGITAL ENTRANCE LOCK (COMMUNITY GYM), CARAVAN PARK - REFUND SALMONGUM CHALET - BOOKING #1196211 - CANCELLED WITHOUT NOTICE, 1 NIGHT PAYMENT KEPT - JUNE 2023	\$3,413.52
EFT14695	21/07/2023	EXTERIA	ROBINSON ROAD BIN UPGRADES - COMPLETION AND DELIVERY OF BIN SURROUNDS - JUNE 2023	\$38,558.30
EFT14696	21/07/2023	FITZ GERALD STRATEGIES	ANNUAL SUBSCRIPTION - COMPREHENSIVE IR AND HR SERVICES - JULY 2023 - JUNE 2024	\$3,486.36
EFT14697	21/07/2023	FL COSTELLO & CO	CARAVAN PARK - CHANGE OVER PRICES ON W/MACHINE AND DRYER INCLUDING TRAVEL - JULY 2023	\$605.00
EFT14698	21/07/2023	INDUSTRIAL AUTOMATION GROUP PTY LTD (WATERMAN IRRIGATION)	6 MONTHLY SUBSCRIPTION - STANDPIPE SUPPORT AND REMOTE ACCESS FEE - JULY 2023 - DECEMBER 2024	\$2,170.85
EFT14699	21/07/2023	LGIS INSURANCE BROKING	INSURANCE PREMIUMS - LGIS MARINE CARGO INSURANCE - JULY 2023 - JUNE 2024	\$796.95
EFT14700	21/07/2023	LHAAC LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	ANNUAL SUBSCRIPTION - ANALYTICAL SERVICES - JULY 2023 - JUNE 2024	\$396.00
EFT14701	21/07/2023	LINKWEST INCORPORATED	ANNUAL SUBSCRIPTION - CRC SUPPORT SERVICES PACKAGE - JULY 2023 - JUNE 2024	\$2,864.00
EFT14702	21/07/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	ANNUAL SUBSCRIPTION - LG PROFESSIONAL BRONZE SUBSCRIPTION - JULY 2023 - JUNE 2024, CEO MEMBERSHIP 12 MONTHS - JULY 2023 - JUNE 2024	\$1,081.00

Chq/EFT	Date	Name	Description	Amount
EFT14703	21/07/2023	MARKETFORCE	ADVERTISING - THE WEST AUSTRALIAN - WEST BROOKTON FIRE SHED REQUEST FOR TENDER - JUNE 2023	\$558.44
EFT14704	21/07/2023	NOURISH BROOKTON	MONTHLY PURCHASES - SHIRE ADMIN, DEPOT, CRC OFFICE, - VARIOUS ITEMS INCLUDING MILK, COFFEE, TEA, MILO, SUGAR, AND KEY CUTTING - JUNE 2023	\$434.04
EFT14705	21/07/2023	OFFICEWORKS BUSINESS DIRECT	CARAVAN PARK - LIPTON TEA BAGS X 500 FOR CHALETS - JUNE 2023	\$52.93
EFT14706	21/07/2023	ONEMUSIC AUSTRALIA	ANNUAL SUBSCRIPTION - RURAL COUNCILS MUSIC RIGHTS - 01/12/2023 - 30/06/2024	\$211.84
EFT14707	21/07/2023	PERTH MATERIALS BLOWING	CARAVAN PARK - FLYING FOX PLAYGROUND - SUPPLY ADDITIONAL SOFTFALL PINE CHIP FOR FLYING FOX - JUNE 2023	\$825.00
EFT14708	21/07/2023	PINGELLY CENTRAL BUSHIRE BRIGADE	BUSH FIRE MITIGATION BURN - USE OF LIGHT TANKER AND 4.4B BUSHFIRE BROADACRE TANKER - JUNE 2023	\$2,500.00
EFT14709	21/07/2023	RAC BUSINESS WISE	ANNUAL SUBSCRIPTION - ROADSIDE ASSISTANCE FOR PAV3, PAV 6, PAV 5, PCB1 - JULY 2023 - JUNE 2024	\$840.00
EFT14710	21/07/2023	STUMPY'S GATEWAY ROADHOUSE	MONTHLY PURCHASES - WORKS DEPARTMENT AND PARKS AND GARDENS - FUEL PURCHASES - JUNE 2023	\$61.40
EFT14711	21/07/2023	SWAN TOWING SERVICES PTY LTD	TOWING SERVICES - ISUZU TRUCK PT10 - TOW FROM SHIRE DEPOT TO SMITH BROUGHTON AUCTIONS BELLEVUE - JUNE 2023	\$1,430.00
EFT14712	21/07/2023	TEEDE'S AUTO ELECTRICS	PORTABLE MESSAGE BOARD PT6 - DIAGNOSE AND REPAIR FAULT WITH DISPLAY BOARD INCLUDING REPLACEMENT OF BATTERY, PIG TRAILER PPT1 - REPAIR REAR STOP LIGHTS INCLUDING NEW PLUG AND CABLE, FOTON UTE PU37 - SUPPLY AND REPLACE HORN, DEPOT TRAILER PCBT - REPAIR AND REPLACE REAR LIGHTS AND LAMP ASSY - JULY 2023	\$4,576.50
EFT14713	21/07/2023	TELSTRA DAMAGES	DAMAGES PAYMENT - DAMAGES MADE TO TELSTRA INFRASTRUCTURE NEAR/ON 13 MONTGOMERY STREET	\$4,438.20
EFT14714	21/07/2023	TOLL TRANSPORT PTY LTD	SHIPPING COSTS - SHIPPING OF WATER SAMPLES FROM SGS LABS BACK TO SHIRE - JUNE 2023	\$19.68

Chq/EFT	Date	Name	Description	Amount
EFT14715	21/07/2023	WA TREASURY CORPORATION	SCHEDULED LOAN PAYMENT - PRINCIPAL AND INTEREST PAYMENT FOR LOAN 80 - JULY 2023 - SEPTEMBER 2023, GOVERNMENT GUARANTEE FEE ANNUITY LENDING PAYMENT - PERIOD 01/01/2023 - 30/06/2023	\$34,357.80
EFT14716	21/07/2023	WESTERN GEOTECHNICAL & LABORATORY SERVICES	DANGIN MEARS ROAD - SOIL SAMPLES TESTING FOR MRWA - JUNE 2023	\$5,445.00
EFT14717	21/07/2023	WHEATBELT ELECTRICS	ROBINSON ROAD TOILETS - ELECTRICAL WORKS TO RESTORE POWER TO TOILET BLOCK - JULY 2023	\$132.00
EFT14718	21/07/2023	ZIRCODATA (TOTALLY CONFIDENTIAL RECORDS)	MONTHLY CHARGES - STORAGE OF ARCHIVE BOXES - JUNE 2023	\$52.16
EFT14719	27/07/2023	ELIZABETH LUNN	COMMUNITY GYM - KEY REFUND - E. LUNN - JULY 2023	\$70.00
EFT14720	27/07/2023	LEE EAGLES	COMMUNITY GYM - KEY REFUND - L. EAGLES - JULY 2023	\$70.00
EFT14721	28/07/2023	AVON TRADING CO	WORKS DEPARTMENT - STIHL MS170 CHAINSAW - FULL SERVICE INCLUDING PARTS - JULY 2023	\$465.10
EFT14722	28/07/2023	BROOKTON 24/7 TOWING	IVECO FIRE TENDER - PF11 - DELIVER TRUCK TO AV TRUCKS INCLUDES RETURN JOURNEY, TRITON UTE - PU35 - REPLACE READ DIFF BREATHER INCLUDING PARTS AND LABOUR, SKID STEER - PTR4 - SUPPLY REPLACEMENT BATTERY, SKID STEER - PTR4 - SUPPLY REPLACEMENT BATTERY - JULY 2023	\$1,682.50
EFT14723	28/07/2023	CHILD SUPPORT AGENCY EMPLOYER SERVICES	PAYROLL DEDUCTIONS	\$195.67
EFT14724	28/07/2023	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	AMENDMENT APPLICATION FEE - BROOKTON WASTEWATER TREATMENT PLANT - 2023-2024	\$272.00
EFT14725	28/07/2023	ENVIRO PIPES PTY LTD	SUPPLY CORRUGATE PIPE HDPE - JUNE 2023	\$4,128.67
EFT14726	28/07/2023	FULLPOWER ELECTRICS (WA) PTY LTD	COMMUNITY HOUSING MAINTENANCE - UNIT 1 MADDISON SQUARE - INSPECT AND REPAIR PERSISTENT TRIPPING PROBLEM WITH LIGHTS - JULY 2023	\$264.68
EFT14727	28/07/2023	GO GO ON-HOLD	ANNUAL SUBSCRIPTION - PHONE "ON-HOLD" MESSAGE - ADMINISTRATION OFFICE - JULY 2023-JUNE 2024"	\$828.00
EFT14728	28/07/2023	HOLLY BASSETT	COMMUNITY CHEST GRANT PAYMENT - J. BASSETT - OCM 07.23-08	\$500.00

Chq/EFT	Date	Name	Description	Amount
EFT14729	28/07/2023	LGIS INSURANCE	INSURANCE PREMIUMS - PROPERTY, BUSHFIRE INJURY, MOTOR VEHICLE, PUBLIC LIABILITY, WORKCARE (WORKERS COMPENSATION), COMMERCIAL CRIME AND CYBER LIABILITY, PERSONAL ACCIDENT AND VOLUNTARY WORKERS, MANAGEMENT LIABILITY AND CORPORATE TRAVEL - JULY 2023 - JUNE 2024 - 50% PAYMENT	\$150,368.07
EFT14730	28/07/2023	LGRCEU	PAYROLL DEDUCTIONS	\$152.50
EFT14731	28/07/2023	QUALITY PRESS	PRINT AND SUPPLY TIP PASSES FOR RATES MAIL OUT - 2023 - 2024 FY - JULY 2023	\$165.00
EFT14732	28/07/2023	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$235.00
EFT14733	28/07/2023	SHIRE OF BROOKTON	PAYROLL DEDUCTIONS	\$1,320.00
EFT14734	28/07/2023	TEEDE'S AUTO ELECTRICS	SKID STEER - PTR 4 - REPAIR STARTING FAULT - JULY 2023	\$110.00
EFT14735	28/07/2023	WHEATBELT ELECTRICS	CRC BUILDING - INVESTIGATE AND FIX FAULT WITH LIGHTING IN CONFERENCE ROOM, UNIT 6 WHITE STREET - SUPPLY AND INSTALL NEW HWS - JULY 2023	\$398.75
DD6869.1	11/07/2023	EXPAND SUPER	SUPERANNUATION CONTRIBUTIONS	\$334.54
DD6869.2	11/07/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$131.87
DD6869.3	11/07/2023	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	\$1,333.29
DD6869.4	11/07/2023	MYNORTH SUPER WEALTH PERSONAL SUPERANNUATION AND PERSONAL FUND	SUPERANNUATION CONTRIBUTIONS	\$303.22
DD6869.5	11/07/2023	BRET EVENIS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$474.79
DD6869.6	11/07/2023	AWARE SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$7,202.47
DD6869.7	45118	CBUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$925.31
DD6869.8	45118	MLC NOMINEES PTY LIMITED	SUPERANNUATION CONTRIBUTIONS	\$362.71
DD6869.9	45118	WA LOCAL GOVERNMENT SUPER PLAN	PAYROLL DEDUCTIONS	\$50.00
DD6876.1	45111	SYNERGY	ELECTRICITY USAGE CHARGES - CARAVAN PARK, TOWN OVAL, WB EVA PAVILION - 10/05/2023 - 3/06/2023, ELECTRICITY USAGE CHARGES - WHITE STREET SENIOR CITIZEN UNITS - MARCH - MAY 2023	\$3,578.76
DD6878.1	45121	SHIRE OF BROOKTON - MASTERCARD - MCC	CREDIT CARD PURCHASES - MCC - JUNE 2023	\$105.98
DD6878.2	45121	SHIRE OF BROOKTON - MASTERCARD - MIW	CREDIT CARD PURCHASES - MIW - JUNE 2023	\$1,177.11
DD6878.3	14/07/2023	SHIRE OF BROOKTON - MASTERCARD - CEO	CREDIT CARD PURCHASES - CEO - JUNE 2023	\$88.00
DD6878.4	14/07/2023	SHIRE OF BROOKTON - MASTERCARD - CESM	CREDIT CARD PURCHASES - CESM - JUNE 2023	\$4.00

Chq/EFT	Date	Name	Description	Amount
DD6887.1	17/07/2023	TELSTRA CORPORATION	MONTHLY CHARGES – LANDLINE USAGE CHARGES - ADMINISTRATION OFFICE, CRC OFFICE, SMS MESSAGING SERVICE - JUNE 2023	\$941.05
DD6897.1	21/07/2023	TELSTRA CORPORATION	MONTHLY CHARGES – PHONE USAGE CHARGES - STAFF MOBILE PHONES - CEO, MO, WC, MIW, MCC, MP, CARAVAN PARK CARETAKER, CESM, SWIMMING POOL SUPERVISOR, WORKS LH AND P&GLH - JUNE 2023	\$714.21
DD6899.1	20/07/2023	WATER CORPORATION OF WA	MONTHLY CHARGES - WATER USAGE CHARGES, CARAVAN PARK, WB EVA PAVILION - 24/05/2023 - 21/06/2023	\$215.37
DD6900.1	25/07/2023	EXPAND SUPER	SUPERANNUATION CONTRIBUTIONS	\$334.54
DD6900.2	25/07/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$87.92
DD6900.3	25/07/2023	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	\$1,272.19
DD6900.4	25/07/2023	MYNORTH SUPER WEALTH PERSONAL SUPERANNUATION AND PERSONAL FUND	SUPERANNUATION CONTRIBUTIONS	\$303.22
DD6900.5	25/07/2023	BRET EVENIS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$474.54
DD6900.6	25/07/2023	AWARE SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$7,298.47
DD6900.7	25/07/2023	CBUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$1,333.72
DD6900.8	25/07/2023	MLC NOMINEES PTY LIMITED	SUPERANNUATION CONTRIBUTIONS	\$362.71
DD6900.9	25/07/2023	WA LOCAL GOVERNMENT SUPER PLAN	PAYROLL DEDUCTIONS	\$100.00
DD6902.1	24/07/2023	SYNERGY	MONTHLY CHARGES - ELECTRICITY USAGE FEES - TOWN STREETLIGHTS X 184 - JUNE 2023	\$3,679.63
DD6909.1	25/07/2023	TELSTRA CORPORATION	MONTHLY CHARGES - WIRELESS DATA PLAN - SEWERAGE PUMP STATION ALARM - 16/07/2023-15/08/2023	\$4.99
DD6913.1	31/07/2023	WATER CORPORATION OF WA	MONTHLY CHARGES - WATER SERVICE AND USAGE CHARGES - MADISON SQUARE UNITS, WILLIAMS STREET UNITS, WHITTINGTON STREET UNITS, MATTHEW STREET HOUSES AND 10 MARSH AVE - MAY AND JUNE 2023,	\$1,411.34
1085.1	03/07/2023	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$33.72
1088.1	10/07/2023	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$5.54
1088.1	11/07/2023	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$9.77
1090.1	14/07/2023	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$2.38

Chq/EFT	Date	Name	Description	Amount
1090.1	13/07/2023	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$6.23
1091.1	17/07/2023	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$3.16
1091.1	17/07/2023	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$29.50
1092.1	18/07/2023	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$5.32
1093.1	20/07/2023	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$0.75
1094.1	24/07/2023	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$6.49
1094.1	25/07/2023	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$10.47
1094.1	26/07/2023	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$8.55
1095.1	27/07/2023	EWAY - CARAVAN PARK BOOKING SYSTEM FEES	CARAVAN PARK BOOKING SYSTEM FEES	\$17.95
1096.1	31/07/2023	CBA MERCHA - BANK FEE - MERCHANT FEE	BANK FEE - MERCHANT FEE	\$225.24
DD6869.10	11/07/2023	SANDHURST TRUSTEES	SUPERANNUATION CONTRIBUTIONS	\$956.76
DD6869.11	11/07/2023	HUB24 SUPERFUND	SUPERANNUATION CONTRIBUTIONS	\$327.48
DD6869.12	11/07/2023	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	\$125.01
DD6900.10	25/07/2023	SANDHURST TRUSTEES	SUPERANNUATION CONTRIBUTIONS	\$956.76
DD6900.11	25/07/2023	HUB24 SUPERFUND	SUPERANNUATION CONTRIBUTIONS	\$327.48
DD6900.12	25/07/2023	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	\$121.73
PAYJRUN*1153	11/07/2023	SALARIES & WAGES	WEEK 2 - PPE 11/07/2023	\$62,990.58
PAYJRUN*1155	25/07/2023	SALARIES & WAGES	WEEK 4 - PPE 25/07/2023	\$68,431.07
			TOTAL	\$661,819.15

List of Credit Card Transactions Paid in July 2023

Shire of Brookton - Bendigo Bank Mastercard – MIW

Direct Debit	Date	Description	Amount
DD6878.2	14/07/2023	BENDIGO BANK CARD FEE	\$4.00
		RS COMPONENTS ONLINE - RITTAL KEY FOR USE WITH DOUBLE BIT KEY LOCK NO 5	\$89.30
		EVERLINK LTD - EVERLINK SOFTWARE, SIM AND DATA - 12 MONTH SUBSCRIPTION	\$436.46
		RSEA SAFETY - STAFFY WORKWEAR HI VIS, SAFETY WATERPROOF JACKETS AND PANTS	\$647.35
		TOTAL	\$1177.11

Shire of Brookton - Bendigo Bank Mastercard - CESM

Direct Debit	Date	Description	Amount
DD6878.4	14/07/2023	BENDIGO BANK CARD FEE	\$4.00
		TOTAL	\$4.00

Shire of Brookton - Bendigo Bank Mastercard - MCC

Direct Debit	Date	Description	Amount
DD6878.1	14/07/2023	BENDIGO BANK CARD FEE	\$4.00
		INDIVIDUAL SOAP BARS AND SHAMPOO/CONDITIONER FOR CARAVAN PARK CHALETS	\$101.98
		TOTAL	\$105.98

Shire of Brookton - Bendigo Bank Mastercard - CEO

Direct Debit	Date	Description	Amount
DD6878.3	14/07/2023	BENDIGO BANK CARD FEE	\$4.00
		JB HI FI - 1 TB WD PASSPORT HARD DRIVE FOR DIGITAL MATERIAL TO BE PROVIDED TO GREENFIELD TECHNICAL	\$84.00
		TOTAL	\$88.00

14.08.23.02 SALE OF PROPERTY – OUTSTANDING RATES – 67 WITHALL STREET, BROOKTON

File No:	A388
Date of Meeting:	17 August 2023
Location/Address:	67 WITHALL Street, Brookton
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Holly Bassett – Finance Officer – Rates & Debtors
Authorising Officer:	Charlotte Cooke -Acting Manager Corporate and Community
Declaration of Interest:	The author and authorising officer do not have an interest in this item
Voting Requirements:	Absolute Majority
Previous Report:	N/A

Summary of Report:

Council is to consider the sale of a Brookton property to recover the costs of unpaid Rates and legal costs.

Description of Proposal:

As a result of being unable to locate the owner the Council is to consider seeking to proceed to sell the property to recover outstanding rates and charges.

Council's current debt recovery agent, AMPAC Debt Recovery, have recommended for Council to proceed with the sale of the property pursuant to section 6.64(2)(b) of the Local Government Act.

Ample opportunity will exist for the next of kin to pay outstanding rates in full or offered a suitable payment plan to stop the sale of land.

The Shire's Rates Department will be handling all matters in relation to the transfer of the property in conjunction with AMPAC Debt Recovery.

Costs to sell the property will be incurred and are recoverable under section 6.56 of the Local Government Act. These funds will be received when the sale of the property has occurred and is expected to be an additional \$4,000.

Consultation:

The Shire of Brookton has been informed the owner of 67 Withall St, Brookton is deceased and Council has been unable to locate a manager of this estate. The Public Trustee, who previously managed the owner's affairs, are no longer authorised to manage his affairs following his death. The owner's named executor advises that he has renounced his authority to administer the estate. The owner has 3 children who were not named in his Will and who have had no interest in managing the estate save for the provision of a funeral.

Total outstanding rates and charges as of 10 August 2023 is \$11,130.44.

This amount is made up of:

• Rates 2023-24	\$885.00
• Rates Previous Years	\$2,453.00
• ESL Current	\$98.00
• ESL Penalty Current	\$0.00
• ESL Arrears	\$265.00
• ESL Penalty Arrears	\$32.89
• Penalty Interest Previous Years	\$410.40
• Legal Charges	\$5,243.15
• Back Rates	\$2,453.00
• Rubbish & Recycling Current	\$396.00
• Rubbish & Rec Prev Years	\$1,105.00

Consultation:

Public Trustees

Executor

Council's Debt Recovery agent

Statutory Environment:

Section 6.64 – Actions to be taken

- (1) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and —
 - (a) from time to time lease the land; or
 - (b) sell the land; or
 - (c) cause the land to be transferred to the Crown; or
 - (d) cause the land to be transferred to itself.
- (2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.
- (3) Where payment of rates or service charges imposed in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.

* Absolute majority required.

Section 6.68 – Exercise of power to sell land

- (1) Subject to subsection (2), a local government is not to exercise its power under section 6.64(1)(b) (in this Subdivision and Schedule 6.3 referred to as the power of sale) in relation to any land unless, within the period of 3 years prior to the exercise of the power of sale, the local government has at least once attempted under section 6.56 to recover money due to it.
- (2) A local government is not required to attempt under section 6.56 to recover money due to it before exercising the power of sale where the local government —

- (a) has a reasonable belief that the cost of the proceedings under that section will equal or exceed the value of the land; or
 - (b) having made reasonable efforts to locate the owner of the property is unable to do so.
- (3A) A local government is to ensure that a decision to exercise a power of sale without having, within the period of 3 years prior to the exercise of the power of sale, attempted under section 6.56 to recover the money due to it and the reasons for the decision are recorded in the minutes of the meeting at which the decision was made.
- (3) Schedule 6.3 has effect in relation to the exercise of the power of sale.

Section 6.69 – Right to pay rates, service charges and costs, and stay proceedings

- (1) Up to 7 days prior to the time of the actual sale of any land for non payment of rates or service charges a person having an estate or interest in the land may pay the rates or service charges and the costs and expenses incurred to that time in proceedings relating to the proposed sale.
- (2) At any time after the 7 days referred to in subsection (1) but prior to the time of the actual sale of any land the local government may, upon such terms and conditions as are agreed between the parties, accept payment of the outstanding rates or service charges.
- (3) On payment being made under subsection (1) or (2) the proceedings relating to the proposed sale are stayed and the local government is required to make such notifications and take such measures as are prescribed in relation to the payment and the cancellation of the proposed sale.

Relevant Plans and Policy:

Nil.

Financial Implications:

The successful sale of this property would settle bad debts for money owed to the Shire for outstanding Rates and recovery processes. Any costs incurred as a result of this process can be claimed back through the land sale, if applicable.

Risk Assessment:

There are few likely risks from pursuing this matter, with almost no likelihood of occurring.

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

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

Community & Strategic Objectives: Nil.

Comment: Nil

OFFICER'S RECOMMENDATION

That Council:

1. exercise the power of sale under section 6.64(1)(b) of the Local Government Act 1995 to proceed to a public auction for the property located at 67 Withall Street, Brookton;
2. should the public auction be unsuccessful, then move to sell the property via private sale;
3. in the event that the proceeds from the sale of 67 Withall Street, Brookton are insufficient to meet all rates arrears and legal costs, write off any outstanding amounts of rates arrears and legal costs; and
4. authorise the Chief Executive Officer to finalise this transaction.

(Absolute majority vote required)

OCM 08.23-07

COUNCIL RESOLUTION

MOVED Cr Lilly

SECONDED Cr Bell

OFFICER'S RECOMMENDATION

That Council:

1. ***exercise the power of sale under section 6.64(1)(b) of the Local Government Act 1995 to proceed to a public auction for the property located at 67 Withall Street, Brookton;***
2. ***should the public auction be unsuccessful, then move to sell the property via private sale;***
3. ***in the event that the proceeds from the sale of 67 Withall Street, Brookton are insufficient to meet all rates arrears and legal costs, write off any outstanding amounts of rates arrears and legal costs; and***
4. ***authorise the Chief Executive Officer to finalise this transaction.***

CARRIED BY ABSOLUTE MAJORITY VOTE 5/0

For: Cr Crute, Cr Walker, Cr Lilly, Cr Bell, Cr Hayden

Against: Nil

15.08.23 GOVERNANCE REPORTS**15.08.23.01 CHILD SAFETY AWARENESS POLICY**

File No:	
Date of Meeting:	20 July 2023
Location/Address:	23 Whittington Street, Brookton
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Gary Sherry – Chief Executive Officer
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The author and authorising officer do not have an interest in this item
Voting Requirements:	Simple Majority
Previous Report:	N/A

Summary of Report:

Council is to consider draft Child Safety Awareness policy that meets Council's moral and statutory requirements in response to the Royal Commission into Institutional Responses to Child Sexual Abuse Abuse (Royal Commission).

Description of Proposal:

A draft Child Safety Awareness policy is included at Attachment 15.08.23.01A. This draft policy utilises a policy template developed by the Department of Local Government, Sport and Cultural Industries (DLGSC) and supported by the Western Australian Local Government Association (WALGA).

The draft Child Safety Awareness Policy would be the Shire of Brookton's formal commitment to support the safety and wellbeing of all children and young people, including protection from abuse. This Child Safe Awareness policy would one of the ways the Shire of Brookton demonstrates its commitment to being child safe and a zero-tolerance approach to child abuse.

Under this draft Child Safety Awareness Policy the Shire of Brookton will resource and implement:

- a process to deliver child safe messages including at Shire of Brookton venues, grounds and facilities or events; and
- Connecting and supporting local community groups, organisations, and stakeholders to child safe resources, including culturally safe and inclusive resources.

Background:

In 2018 the State Government accepted or accepted in principle, all 310 recommendations from the Royal Commission applicable to Western Australia. The Royal Commission recommended a range of mechanisms to support child safe organisations, including 10 Child Safe Standards (rec 6.5), which organisations the standards should apply to (rec 6.9) and the role of an independent oversight body to monitor and enforce the standards (rec 6.10 and 6.11) to promote child safety across organisations and the role of child safety officers in local government (rec 6.12).

In Western Australia, the Royal Commission recommendations related to the National Principles are being led by the Department of Communities and the Department of the Premier and Cabinet in partnership with key government agencies and the Commissioner for Children and Young People.

The Royal Commission acknowledged the role that local governments play in creating and maintaining child safety in their communities and made a number of recommendations aimed at using this role to promote the safety and wellbeing of children and young people.

Following WALGA State Council support of the template on 3 March 2023, DLGSC has created a template Child Safety Policy and associated implementation resources for local governments. The Child Safe Awareness Policy template has been developed in response to Recommendation 6.12 from the Royal Commission and its recognition of the important role that local governments play in building a community approach to child safety.

The template is focused on the role of local governments in WA in building and maintaining child safety awareness and knowledge by providing information for the organisations and individuals that operate in their community.

Consultation:

The draft Child Safety Awareness Policy references more than ten years of public policy in Australia including a Royal Commission. The draft Child Safety Awareness Policy was prepared by the DLGSC in consultation with WALGA.

Statutory Environment:

Nil at this time.

Relevant Plans and Policy:

The Officer’s Recommendation includes the adoption of the draft Child Safety Awareness Policy.

Financial Implications:

There are no direct financial implications with the adoption of this draft Child Safety Awareness Policy. The policy will require the allocation of resources to the deliver child safe and consultation with local community groups, organisations, and stakeholders. It is expected that this work will be completed within existing budgets.

Risk Assessment:

There is potential risk to the Shire’s reputation in the community if the Shire was to have not acted on information relating to child safety. This likelihood is considered to be ‘Possible’ whilst the consequence is considered to be “Moderate to Major’ resulting in a Risk Acceptance of Medium to High.

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

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

Community & Strategic Objectives:

The draft Child Safety Awareness Policy aligns with the council's strategic goals of fostering a safe, inclusive, and thriving community. By prioritizing child safety, the Council strengthens its reputation as a responsible and caring local authority, attracting families and businesses to the area. A safer environment contributes to better educational outcomes, healthier citizens, and a more vibrant local economy.

Comment

The draft Child Safety Awareness Policy is a critical step towards ensuring the safety and well-being of children within the Council's jurisdiction. By adopting this policy, Council will demonstrate its commitment to protecting the most vulnerable members of the community and creating an environment where children can thrive.

OFFICER’S RECOMMENDATION

That Council adopt the Child Safety Awareness policy included at Attachment 15.08.23.01A.

(Simple majority vote required)

OCM 08.23-08

COUNCIL RESOLUTION

MOVED Cr Hayden SECONDED Cr Walker

That Council adopt the Child Safety Awareness policy included at Attachment 15.08.23.01A.

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Walker, Cr Lilly, Cr Bell, Cr Hayden

Against: Nil

1.29 Child Safety Awareness

Directorate:	Executive			
Statutory Environment:				
Council Adoption:	Date:		Resolution #:	
Last Amended:	Date:		Resolution #:	
Review Date:				

Objective:

The safety and wellbeing of children is everyone's responsibility. This Child Safe Awareness policy applies to all, employees, volunteers, trainees, work experience students, interns, and anyone else who undertakes work on behalf of the Shire of Brookton, regardless of their work related to children or young people. It applies to occupants of Shire of Brookton facilities and venues, including visitors, contractors and suppliers.

Policy Statement:

The Shire of Brookton supports and values all children and young people. The Shire of Brookton makes a commitment to support the safety and wellbeing of all children and young people, including protection from abuse. This Child Safe Awareness policy is one of the ways Shire of Brookton demonstrates its commitment to being child safe and a zero-tolerance approach to child abuse.

This policy aims to reduce the risk of harm and child sexual abuse in our communities by encouraging child safe environments to be created and maintained. The Shire of Brookton is committed to encouraging local organisations to be child safe and ensure children are safe and empowered.

This Child Safe Awareness policy has been developed in response to recommendation 6.12 of the Royal Commission into Institutional Responses to Child Sexual Abuse and recognises that the Shire of Brookton is uniquely placed within the local community to demonstrate leadership by supporting organisations to be child safe and to protect children and young people from harm and/or abuse. The Shire of Brookton will promote the safety and wellbeing of children across the community.

Consistent with the National Principles for Child Safe Organisations and Commonwealth Child Safe Framework, this policy provides a framework that outlines the role of the Shire of Brookton in supporting local organisations to be child safe through access to resources, awareness raising and sharing relevant information.

Definitions:

Abuse: Abuse is an act, or a failure to act, towards or on behalf of a child that may result in harm. It can occur on one occasion or multiple occasions. Sometimes the impact of multiple events leads to harm that becomes cumulative in nature. Types of abuse include physical, emotional and sexual abuse, and neglect.

Child/Children: Means a person under 18 years of age, and in the absence of positive evidence as to age, means a person who appears to be under 18 years of age.

Child Safe Organisation: is defined in the Royal Commission Final Report as one that:

- creates an environment where children's safety and wellbeing are at the centre of thought, values, and actions
- places emphasis on genuine engagement with and valuing of children and young people
- creates conditions that reduce the likelihood of harm to children and young people
- creates conditions that increase the likelihood of identifying any harm, and
- responds to any concerns, disclosures, allegations, or suspicions of harm. in the context of the Shire of Brookton, this would involve referring concerns to the Department of Communities or WA Police to respond as appropriate.

Implementation of the National Principles for Child Safe Organisations give effect to the above.

Child safe: For the purpose of this policy, child safe means protecting the rights of children and young people to be safe by taking actions that can help prevent harm and abuse.

Harm: Harm, in relation to a child, means any detrimental effect of a significant nature on the child's wellbeing, whether caused by a single act, omission or circumstance; or a series or combination of acts, omissions or circumstances.

Wellbeing: Wellbeing of children and young people includes the care, development, education, health and safety of children and young people.

Policy Principles:

- The rights of children and young people are upheld.
- Children and young people are respected, listened to, and informed about their rights.
- Children and young people have the fundamental right to be safe and cared for.
- Children and young people have the right to speak up, be heard and taken seriously without the threat of negative consequences.
- The safety and best interests of children and young people are a primary consideration when making decisions that concern them.
- Access to trusted and reliable information, including the National Principles for Child Safe Organisations, helps support organisations to understand what they must do to help reduce the risk of harm and abuse.
- Communities are informed and involved in promoting the safety and wellbeing of children and young people including protection from harm.
- Collaboration with the community and our partners promotes the safety, participation and empowerment of all children and young people.

Policy Functions:

The Shire of Brookton will ensure the following functions of this policy are resourced and assigned to the relevant officers for implementation.

- Developing a process to deliver child safe messages including at Shire of Brookton venues, grounds and facilities or events.
- Connecting and supporting local community groups, organisations, and stakeholders to child safe resources, including culturally safe and inclusive resources.

Responsibilities:

The Shire of Brookton has a leadership role in our community to support relevant organisations to be child safe and promote child safe practices.

Although the Shire of Brookton is not legally responsible for providing oversight of compliance with child safe practices, it will take any reasonable steps to engage with persons who utilise the Shire of Brookton facilities to operate in alignment with the Child Safe Awareness policy.

The Shire of Brookton will determine which roles across the organisation will directly support the implementation of the Child Safe Awareness policy.

Guidelines

Nil

16.08.23 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

17.08.23 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**17.08.23.01 URGENT BUSINESS****File No:**

Date of Meeting: 17 August 2023

Location/Address: N/A

Name of Applicant: N/A

Name of Owner: N/A

Author/s: Gary Sherry – Chief Executive Officer

Authorising Officer: Gary Sherry – Chief Executive Officer

Declaration of Interest: The author and authorising officer do not have an interest in this item

Voting Requirements: Simple Majority

Previous Report: N/A

Summary of Report:

Council is to consider urgent business relating to Statement of Financial Activity for the period ended 31 July 2023 and an objection to the Proposed Boundaries for the 2023 State General Election.

Description of Proposal: Nil

Background:

Staff are attempting to have the Agenda prepared at least a week before each Council Meeting. In completing this schedule, business of an urgent nature will arise from time to time within the district, would be delayed by Council not considering the item.

Consultation: Nil

Statutory Environment: Nil

Relevant Plans and Policy:

Shire of Brookton Policy

1.17 STANDING ORDERS AND MEETING PROTOCOL LOCAL GOVERNMENT (Council Meetings)

5.4 New business of an urgent nature

- (1) In cases of extreme urgency or other special circumstances, matters may, on a motion by the Presiding Member that is carried by the meeting, be raised without notice and decided by the meeting.
- (2) In subclause (1), 'cases of extreme urgency or other special circumstances' means matters that have arisen after the preparation of the agenda that are considered by the Presiding Member to be of such importance and urgency that they are unable to be dealt with administratively by the Local Government and must be considered and dealt with by the Council before the next meeting.

Financial Implications: Nil

Risk Assessment:

Should the Council not support this item, there is a small reputational risk arising from not considering the urgent business.

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

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

Community & Strategic Objectives: Nil

Comment: Nil

PRESIDING MEMBER'S RECOMMENDATION

That Council consider the urgent business relating to Statement of Financial Activity for the period ended 31 July 2023 and an objection to the Proposed Boundaries for the 2023 State General Election.

(Simple majority vote required)

OCM 08.23-09

COUNCIL RESOLUTION

MOVED Cr Hayden SECONDED Cr Bell

That Council consider the urgent business relating to Statement of Financial Activity for the period ended 31 July 2023 and an objection to the Proposed Boundaries for the 2023 State General Election.

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Walker, Cr Lilly, Cr Bell, Cr Hayden

Against: Nil

17.08.23.02 STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JULY 2023

File No:	N/A
Date of Meeting:	17 August 2023
Location/Address:	N/A
Name of Applicant:	Shire of Brookton
Name of Owner:	Shire of Brookton
Author/s:	Charlotte Cooke – Senior Finance Officer
Authorising Officer:	Deanne Sweeney - Manager Corporate & Community
Declaration of Interest:	The authors have no financial interest in this matter
Voting Requirements:	Simple Majority
Previous Report:	30/06/2023

Summary of Item:

The Statement of Financial Activity for period ending 31 July 2023 together with associated commentaries are present for Council's consideration.

Description of Proposal:

That Council receives the Statement of Financial Activity for the period ended 31 July 2023, as presented.

Background:

In accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Shire is to prepare a monthly Statement of Financial Activity for approval by Council. December and January's reports are presented in February as Council does not meet in January.

Consultation:

Reporting officers receive monthly updates to track expenditure and income.

Statutory Environment:

Section 6.4 of the *Local Government Act 1995* requires a Local Government to prepare an annual financial statement for the preceding year and other financial reports as they prescribed.

Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* as amended requires the Local Government to prepare monthly financial statements and report on actual performance against what was set out in the annual budget.

Relevant Plans and Policy:

There is no Council Policy relevant to this item.

Financial Implications:

The Budget is regularly monitored on at least a monthly basis, by the Chief Executive Officer, the Manager Corporate & Community and the Senior Finance Officer. Responsible Officers are also required to review their particular line items for anomalies each month, with a major review required by law, between 1 January and 31 March of each year pursuant to the *Local Government (Financial Management) Regulations 1996* (Regulation 33A).

Any material variances that have an impact on the outcome of the budgeted closing surplus position are detailed in the Monthly Financial Report contained within attachment 17.08.23.02A.

Risk Assessment:

The risk in relation to this matter is assessed as 'Low' on the basis that if Council does not receive the Monthly Financial Reports for the month reported leading to the Shire not meeting legislative requirements on financial reporting. The risk identified would be failure to fulfil statutory regulations or compliance requirements.

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

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

Community & Strategic Objectives:

Responsible financial management is critical to deliver on the Strategic Community Plan.

The Corporate Business Plan determines the local government's resource allocations which form the construction of the Annual Budget. The financial statements thus measure performance against the Corporate Business Plan by providing comparatives against the Annual Budget.

This proposal relates to delivery of core business and services detailed in the Shire of Brookton Corporate Compendium – October 2020, duly appended to the Next Generation BROOKTON Corporate Business Plan <2021.

Specifically, the contract services supports the following Business Unit and Functions:

18. *Financial Control*
 - 18.2 *Conduct external/internal audits and reporting*
 - 18.4 *Review/Manage financial investments*
 - 18.5 *Process rates, other revenues, timely payments*

Comment

The Monthly Financial Reports has been prepared in accordance with statutory requirements.

OFFICER'S RECOMMENDATION

That Council, accordance with Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1995, receives the Monthly Statements of Financial Activity for the 31 July 2023, in as presented in attachment 17.08.23.02A.

(Simple majority vote required)

OCM 08.23-10

COUNCIL RESOLUTION

MOVED Cr Lilly

SECONDED Cr Walker

That Council, accordance with Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1995, receives the Monthly Statements of Financial Activity for the 31 July 2023, in as presented in attachment 17.08.23.02A.

CARRIED BY SIMPLE MAJORITY VOTE 5/0

For: Cr Crute, Cr Walker, Cr Lilly, Cr Bell, Cr Hayden

Against: Nil



SHIRE OF BROOKTON

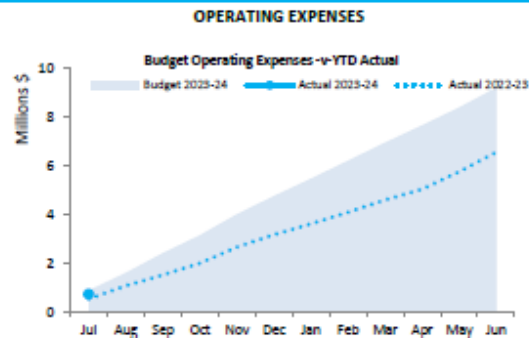
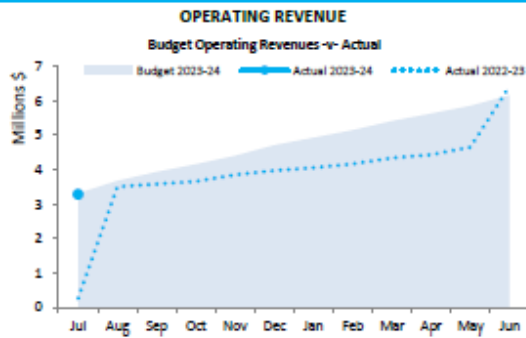
MONTHLY FINANCIAL REPORT
 (Containing the Statement of Financial Activity)
 FOR THE PERIOD ENDED 31 JULY 2023

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

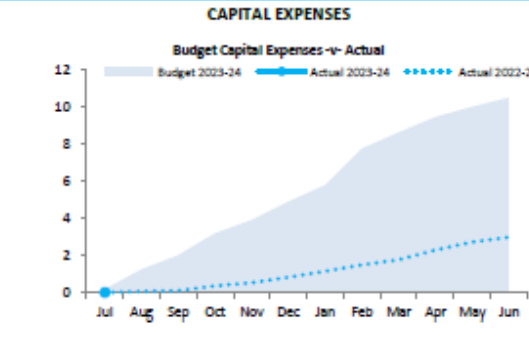
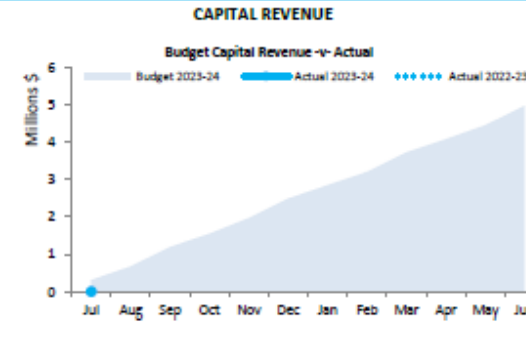
TABLE OF CONTENTS

Summary Information - Graphs	2
Executive Summary	3
Statement of Financial Activity by Nature	4
Statement of Financial Activity by Program	6
Basis of Preparation	8
Note 1 Statement of Financial Activity Information	9
Note 1 Statement of Financial Activity Information (Alternative Presentation)	10
Note 2 Cash and Financial Assets	11
Note 3 Receivables	12
Note 4 Other Current Assets	13
Note 5 Payables	14
Note 6 Rate Revenue	15
Note 7 Disposal of Assets	16
Note 8 Capital Acquisitions	17
Note 9 Borrowings	19
Note 10 Lease Liabilities	20
Note 11 Reserve Accounts	21
Note 12 Other Current Liabilities	22
Note 13 Grants, subsidies and contributions	23
Note 14 Capital grants, subsidies and contributions	24
Note 15 Trust Fund	25
Note 16 Budget Amendments	26
Note 17 Explanation of Material Variances	29

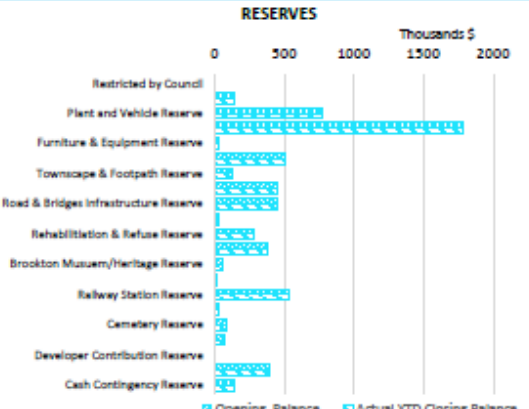
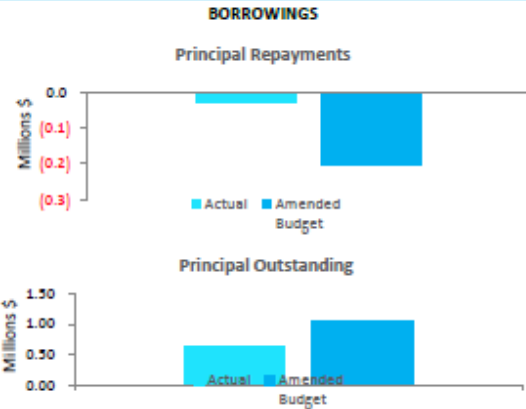
OPERATING ACTIVITIES



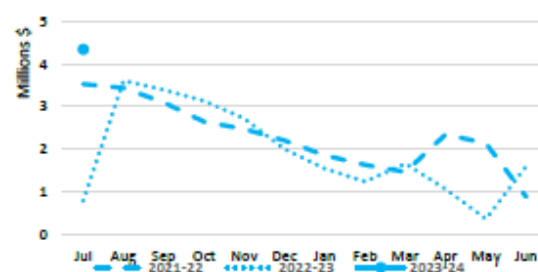
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.50 M	\$1.50 M	\$1.59 M	\$0.09 M
Closing	\$0.00 M	\$4.24 M	\$4.34 M	\$0.10 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$14.73 M	% of total		\$0.34 M	% Outstanding		\$3.64 M	% Collected
Unrestricted Cash	\$1.97 M	13.4%	Trade Payables	\$0.18 M		Rates Receivable	\$3.23 M	0.4%
Restricted Cash	\$12.75 M	86.6%	0 to 30 Days		89.4%	Trade Receivable	\$0.40 M	% Outstanding
			Over 30 Days		10.6%	Over 30 Days		5.9%
			Over 90 Days		0%	Over 90 Days		0.8%

Refer to Note 2 - Cash and Financial Assets

Refer to Note 3 - Payables

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.75 M)	\$2.65 M	\$2.78 M	\$0.13 M

Refer to Statement of Financial Activity

Rates Revenue			Grants, Subsidies and Contributions			Fees and Charges		
YTD Actual	\$3.13 M	% Variance	YTD Actual	\$0.15 M	% Variance	YTD Actual	\$0.46 M	% Variance
YTD Budget	\$2.83 M	10.5%	YTD Budget	\$0.16 M	(6.3%)	YTD Budget	\$0.46 M	0.4%

Refer to Statement of Financial Activity

Refer to Note 13 - Operating Grants and Contributions

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$5.94 M)	\$0.12 M	(\$0.01 M)	(\$0.12 M)

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants and Contributions		
YTD Actual	\$0.00 M	%	YTD Actual	\$0.01 M	% Spent	YTD Actual	\$0.00 M	% Received
Adopted Budget	\$0.18 M	(100.0%)	Adopted Budget	\$10.49 M	(99.9%)	Adopted Budget	\$4.21 M	(100.0%)

Refer to Note 7 - Disposal of Assets

Refer to Note 8 - Capital Acquisitions

Refer to Note 8 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$5.19 M	(\$0.02 M)	(\$0.03 M)	(\$0.00 M)

Refer to Statement of Financial Activity

Borrowings		Reserves		Lease Liability	
Principal repayments	\$0.03 M	Reserves balance	\$12.75 M	Principal repayments	\$0.00 M
Interest expense	(\$0.00 M)	Interest earned	\$0.00 M	Interest expense	\$0.00 M
Principal due	\$0.64 M			Principal due	\$0.02 M

Refer to Note 9 - Borrowings

Refer to Note 11 - Cash Reserves

Refer to Note 10 - Lease Liabilities

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 JULY 2023**

NATURE DESCRIPTIONS

REVENUE

RATES

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

GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

EXPENSES

EMPLOYEE COSTS

All costs associated 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, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, 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)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION

Depreciation expense raised on all classes of assets. Excluding Land.

FINANCE COSTS

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

OTHER EXPENDITURE

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2023

BY NATURE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Forecast 29 June 2024 Closing	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(a)-(b)+(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	\$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
Rates		2,711,103	2,670,252	2,670,251	2,711,102	(1)	(0.00%)	
Grants, subsidies and contributions	13	2,199,065	159,996	149,922	2,188,991	(10,075)	(6.30%)	
Fees and charges		846,688	455,850	457,641	848,479	1,791	0.39%	
Interest revenue		161,449	1,834	1,170	160,785	(664)	(36.21%)	
Other revenue		237,641	18,854	6,451	225,238	(12,403)	(65.78%)	▼
Profit on disposal of assets	7	845	0	0	845	0	0.00%	
		6,156,791	3,306,786	3,285,435	6,135,440	(21,351)	(0.65%)	
Expenditure from operating activities								
Employee costs		(2,425,436)	(207,147)	(227,116)	(2,445,405)	(19,969)	(9.64%)	
Materials and contracts		(3,876,751)	(331,756)	(59,571)	(3,604,566)	272,185	82.04%	▲
Utility charges		(225,310)	(18,751)	(9,000)	(215,559)	9,751	52.00%	
Depreciation		(2,176,012)	(181,319)	(195,935)	(2,190,628)	(14,616)	(8.06%)	
Finance costs		(72,257)	0	3,579	(68,678)	3,579	0.00%	
Insurance expenses		(233,965)	(100,854)	(216,196)	(349,307)	(115,342)	(114.37%)	▼
Other expenditure		(76,305)	(2,805)	(937)	(74,437)	1,868	66.59%	
Loss on disposal of assets	7	(82,068)	(6,839)	0	(75,229)	6,839	100.00%	
		(9,168,104)	(849,471)	(705,177)	(9,023,810)	144,294	(16.99%)	
Non-cash amounts excluded from operating activities	1(a)	2,257,235	188,158	195,935	2,265,012	7,777	4.13%	
Amount attributable to operating activities		(754,078)	2,645,473	2,776,193	(623,358)	130,720	4.94%	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions	14	4,343,445	308,342	892	4,035,995	(307,450)	(99.71%)	▼
Proceeds from disposal of assets	7	180,000	14,999	0	165,001	(14,999)	(100.00%)	▼
Proceeds from financial assets at amortised cost - self supporting loans	9	27,988	0	0	27,988	0	0.00%	
		4,551,433	323,341	892		(322,449)	(99.72%)	
Outflows from investing activities								
Payments for inventories, property, plant and equipment and infrastructure	8	(10,491,256)	(206,665)	(6,027)	(10,290,618)	200,638	97.08%	▲
		(10,491,256)	(206,665)	(6,027)		200,638	(97.08%)	▲
Amount attributable to investing activities		(5,939,823)	116,676	(5,135)	(6,061,634)	(121,811)	(104.40%)	
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from new debentures	9	600,000	0	0	600,000	0	0.00%	
Transfer from reserves	11	16,616,616	0	0	16,616,616	0	0.00%	
		17,216,616	0	0		0	0.00%	
Outflows from financing activities								
Repayment of borrowings	9	(202,168)	(22,367)	(26,748)	(206,549)	(4,381)	(19.59%)	
Payments for principal portion of lease liabilities	10	(1,515)	0	0	(1,515)	0	0.00%	
Transfer to reserves	11	(11,821,760)	0	0	(11,821,760)	0	0.00%	
		(12,025,443)	(22,367)	(26,748)		(4,381)	19.59%	
Amount attributable to financing activities		5,191,173	(22,367)	(26,748)	5,186,792	(4,381)	19.59%	
MOVEMENT IN SURPLUS OR DEFICIT								
Net current assets at start of financial year - surplus/(deficit)	1(c)	1,502,728	1,502,728	1,594,140	1,594,140	91,412	6.08%	
Amount attributable to operating activities		(754,078)	2,645,473	2,776,193		130,720	4.94%	
Amount attributable to investing activities		(5,939,823)	116,676	(5,135)		(121,811)	(104.40%)	
Amount attributable to financing activities		5,191,173	(22,367)	(26,748)		(4,381)	19.59%	
Net current assets at end of financial year - surplus/(deficit)	1(c)	0	4,242,510	4,338,450	95,940	95,940	(2.26%)	

KEY INFORMATION

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

Refer to Note 17 for an explanation of the reasons for the variance.

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

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

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
<p>GOVERNANCE</p> <p>To provide a decision making process for the efficient allocation of scarce resources.</p>	<p>Administration and operations of facilities and services to members of Council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services.</p>
<p>GENERAL PURPOSE FUNDING</p> <p>To collect revenue to allow for the provision of services.</p>	<p>Rates, general purpose grants and interest revenue.</p>
<p>LAW, ORDER, PUBLIC SAFETY</p> <p>To provide services to help ensure a safer community.</p>	<p>Supervision of various by-laws, fire prevention, emergency services and animal control.</p>
<p>HEALTH</p> <p>To provide an operational framework for good community health.</p>	<p>Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.</p>
<p>EDUCATION AND WELFARE</p> <p>The Shire of Brookton provides low cost housing and Seniors accommodation units.</p>	<p>Support and provide assistance to senior citizens and other voluntary services.</p>
<p>HOUSING</p> <p>Provision and maintenance of rental housing to staff and non-staff tenants.</p>	<p>Provision and maintenance of rental housing to staff and non-staff tenants.</p>
<p>COMMUNITY AMENITIES</p> <p>Provision and maintenance of a sewerage overflow system; street; household and commercial refuse collection; refuse disposal site; administration of a town planning scheme; public conveniences and Brookton cemetery.</p>	<p>Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning scheme, cemetery and public conveniences</p>
<p>RECREATION AND CULTURE</p> <p>To establish and manage efficiently infrastructure and resources which will help the social well To establish and manage efficiently infrastructure and resources which will help the social well being of the community.</p>	<p>Maintenance of halls, aquatic centre, recreation centre and reserves, parks and gardens, library service, cultural and heritage services and facilities.</p>
<p>TRANSPORT</p> <p>Construction and maintenance of RAV network including traffic signs, footpaths, bridges, culverts and other drains, street cleaning and lighting of streets. Townscape projects and the maintenance of a works depot.</p>	<p>Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.</p>
<p>ECONOMIC SERVICES</p> <p>Tourism and promotion of Brookton, operation of Brookton Caravan Park, building control and land care development of the Brookton district.</p>	<p>Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and stand pipes. Building control.</p>
<p>OTHER PROPERTY AND SERVICES</p> <p>Private works and indirect cost allocation pools for plant operation and public works.</p>	<p>Private works operations, public works operation, plant operation costs, gross salaries and wages.</p>

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2023

BY PROGRAM

	Note	Adopted Annual Budget \$	YTD Actual (b) \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(a) %	Var. ▲▼	Significant Var. S
OPERATING ACTIVITIES							
Revenue from operating activities							
Governance		15,490	2,303	1,381	149.80%	▲	
General Purpose Funding - Rates	6	2,711,103	2,670,251	(41)	(0.00%)	▼	
General Purpose Funding - Other		180,694	1,558	(1,792)	(33.50%)	▼	
Law, Order and Public Safety		321,864	10,788	(9,532)	(46.91%)	▼	
Health		300	22	(3)	(12.72%)	▼	
Education and Welfare		54,205	4,285	(231)	(5.12%)	▼	
Housing		117,137	7,800	(1,960)	(20.08%)	▼	
Community Amenities		438,067	425,048	1,824	0.43%	▲	
Recreation and Culture		49,645	1,514	(1,486)	(49.55%)	▼	
Transport		1,886,218	107,801	(40,115)	(27.12%)	▼	S
Economic Services		358,868	54,066	32,497	150.67%	▲	S
Other Property and Services		23,200	0	(1,932)	(100.00%)	▼	
		6,156,791	3,285,435	(21,351)	(0.65%)	▼	
Expenditure from operating activities							
Governance		(283,302)	(41,146)	(12)	(0.03%)	▼	
General Purpose Funding		(516,771)	(14,570)	27,618	65.46%	▲	S
Law, Order and Public Safety		(613,934)	(45,757)	12,137	20.96%	▲	S
Health		(22,213)	(3,258)	(1,463)	(81.52%)	▼	
Education and Welfare		(148,672)	(16,534)	(2,307)	(16.22%)	▼	
Housing		(208,266)	(21,384)	(1,230)	(6.11%)	▼	
Community Amenities		(747,384)	(30,707)	29,783	49.24%	▲	S
Recreation and Culture		(1,104,206)	(99,255)	306	0.31%	▲	
Transport		(4,701,763)	(262,045)	138,432	34.57%	▲	S
Economic Services		(776,541)	(43,489)	21,606	33.19%	▲	S
Other Property and Services		(45,052)	(127,031)	(80,575)	(173.44%)	▼	S
		(9,168,104)	(705,177)	144,294	16.99%	▲	
Non-cash amounts excluded from operating activities	1(a)	2,257,235	195,935	7,777	4.13%		
Amount attributable to operating activities		(754,078)	2,776,193	130,720	4.94%		
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	14	4,343,445	892	(307,450)	(99.71%)	▼	S
Proceeds from Disposal of Assets	7	180,000	0	(14,999)	(100.00%)	▼	S
Proceeds from financial assets at amortised cost - self supporting loans	9	27,988	0	0			
		4,551,433	892	(322,449)	(99.72%)	▼	
Outflows from investing activities							
Payments for inventories, property, plant and equipment and infrastructure	8	(10,491,256)	(6,027)	200,638	97.08%	▲	S
		(10,491,256)	(6,027)	200,638	(97.08%)	▲	
Amount attributable to investing activities		(5,939,823)	(5,135)	(121,811)	(104.40%)	▼	
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from New Debentures	9	600,000	0	0			
Transfer from Reserves	11	16,616,616	0	0			
		17,216,616	0	0			
Outflows from financing activities							
Repayment of borrowings	9	(202,168)	(26,748)	(4,381)	(19.59%)	▼	
Payments for principal portion of lease liabilities	10	(1,515)	0	0			
Transfer to Reserves	11	(11,821,760)	0	0			
		(12,025,443)	(26,748)	(4,381)	19.59%	▼	
Amount attributable to financing activities		5,191,173	(26,748)	(4,381)	19.59%	▼	
MOVEMENT IN SURPLUS OR DEFICIT							
Net current assets at start of financial year - surplus/(deficit)	1	1,502,728	1,594,140	91,412	6.08%	▲	
Amount attributable to operating activities		(754,078)	2,776,193	130,720	4.94%		
Amount attributable to investing activities		(5,939,823)	(5,135)	(121,811)	(104.40%)		
Amount attributable to financing activities		5,191,173	(26,748)	(4,381)	19.59%		
Net current assets at end of financial year - surplus/(deficit)	1	0	4,338,450	95,940	(2.26%)		

KEY INFORMATION

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

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

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for 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 financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial 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.

THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 15 to these financial statements.

SIGNIFICANT ACCOUNTING POLICIES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 07 May 2023

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(845)	0	0
Add: Loss on asset disposals	7	82,068	6,839	0
Add: Depreciation on assets		2,176,012	181,319	195,935
Total non-cash items excluded from operating activities		2,257,235	188,158	195,935

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

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

	Adopted Budget	Last Year	Year to
	Opening	Closing	Date
30 June 2023			
Adjustments to net current assets			
Less: Reserves - restricted cash	11	(12,754,602)	(12,754,601)
Less: - Financial assets at amortised cost - self supporting loans	4	(27,988)	(27,988)
Add: Borrowings	9	151,836	151,836
Add: Lease liabilities	10	1,515	1,515
Total adjustments to net current assets		(12,629,239)	(12,629,238)
			(12,655,986)

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

Current assets

Cash and cash equivalents	2	15,029,902	15,228,053	14,726,588
Financial assets at amortised cost	4	27,988	0	0
Rates receivables	3	105,844	105,844	3,185,062
Receivables	3	92,957	92,957	404,873
Other current assets	4	32,367	60,355	52,528
Less: Current liabilities				
Payables	5	(327,235)	(357,830)	(338,998)
Borrowings	9	(151,836)	(151,836)	(125,088)
Contract liabilities	12	(477,426)	(477,426)	(633,791)
Lease liabilities	10	(1,515)	(1,515)	(1,515)
Provisions	12	(199,079)	(275,223)	(275,223)
Less: Total adjustments to net current assets	1(b)	(12,629,239)	(12,629,238)	(12,655,986)
Closing funding surplus / (deficit)		1,502,728	1,594,140	4,338,450

CURRENT AND NON-CURRENT CLASSIFICATION

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

STATEMENT OF FINANCIAL ACTIVITY INFORMATION (ALTERNATE PRESENTATION)

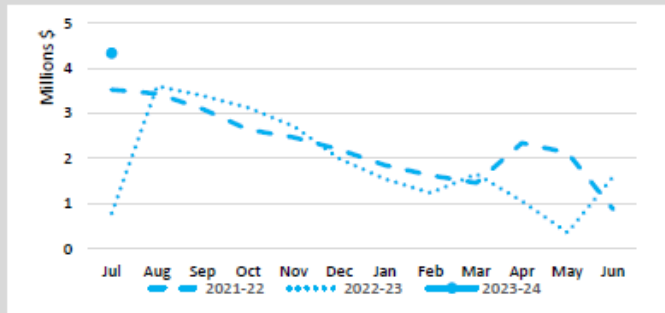
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2023	This Time Last Year 31/07/2022	Year to Date Actual 31/07/2023
		\$	\$	\$
Current Assets				
Cash Unrestricted	2	2,473,451	1,265,214	1,971,986
Cash Restricted - Reserves	2	12,754,601	12,519,431	12,754,601
Cash Restricted - Bonds & Deposits	2	0	0	0
Receivables - Rates	3	105,844	87,025	3,185,062
Receivables - Other	3	92,957	282,964	404,873
Other Financial Assets	4	27,988	26,140	27,988
Other Assets Other Than Inventories	4	0	0	0
Inventories	4	32,367	79,677	24,540
		15,487,209	14,260,450	18,369,051
Less: Current Liabilities				
Payables	5	(345,260)	(212,692)	(326,218)
Contract Liabilities/Capital Grant and Contribution Liabilities	12	(477,426)	(459,194)	(633,791)
Bonds & Deposits	5	(12,570)	(805)	(12,780)
Loan and Lease Liability	9	(153,351)	(118,625)	(126,603)
Provisions	12	(275,223)	(199,079)	(275,223)
		(1,263,830)	(990,395)	(1,374,615)
Less: Cash Reserves	11	(12,754,601)	(12,519,431)	(12,754,601)
Add Back: Component of Leave Liability not Required to be funded		0	0	0
Add Back: Loan and Lease Liability		153,351	118,625	126,603
Less : Loan Receivable - clubs/institutions		(27,988)	(26,140)	(27,988)
Less : Land Held For Resale		0	(59,454)	0
Less : Trust Transactions Within Muni		0	0	0
Net Current Funding Position		1,594,140	783,655	4,338,450

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies 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)

\$4.34 M

Last Year YTD

Surplus(Deficit)

\$0.78 M

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

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
Cash on hand								
Cash Floats	Cash and cash equivalents	350		350		N/A	NIL	On hand
At Call Deposits								
Municipal Cash At Bank	Cash and cash equivalents	169,320		169,320		Bendigo	0.00%	N/A
Municipal Cash At Bank (Cash Management A/C)	Cash and cash equivalents	188,219		188,219		Bendigo	1.25%	N/A
Municipal Term Deposit	Cash and cash equivalents	601,317		601,317		Bendigo	1.50%	18/08/2023
Municipal Term Deposit	Cash and cash equivalents	1,000,000		1,000,000		Bendigo	4.55%	7/11/2023
Bond Cash At Bank	Cash and cash equivalents	12,780		12,780		Bendigo	0.00%	N/A
Trust Cash At Bank	Cash and cash equivalents				13,820	Bendigo	0.00%	N/A
Term Deposits								
Reserves Cash At Bank	Cash and cash equivalents		10,754,601	10,754,601		Bendigo	4.30%	20/12/2023
Reserves Cash At Bank	Cash and cash equivalents	0	2,000,000	2,000,000		WATC	4.56%	20/12/2023
Total		1,971,986	12,754,601	14,726,588	13,820			
Comprising								
Cash and cash equivalents		1,971,986	12,754,601	14,726,588	13,820			
		1,971,986	12,754,601	14,726,588	13,820			

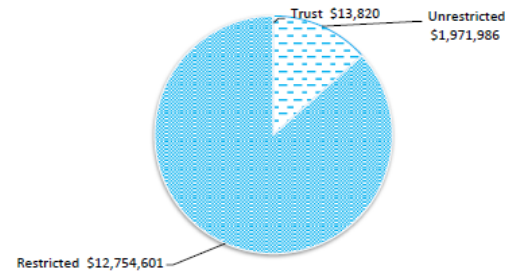
KEY INFORMATION

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

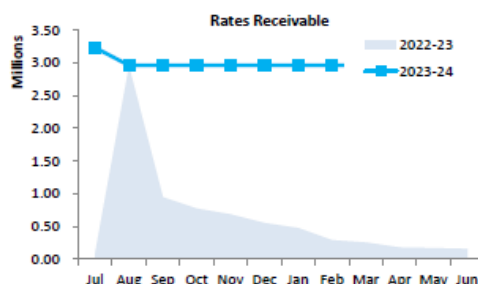
The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

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



Rates receivable	30 Jun 2023	31 Jul 2023
	\$	\$
Opening arrears previous years	153,188	155,777
Levied this year	2,975,379	3,092,128
Less - collections to date	(2,972,790)	(12,909)
Gross rates collectable	155,777	3,234,996
Net rates collectable	155,777	3,234,996
% Collected	95%	0.4%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,534)	333,888	3,870	13,991	2,810	353,024
Percentage	(0.4%)	94.6%	1.1%	4%	0.8%	
Balance per trial balance						
Sundry receivable						353,024
GST receivable						32,339
Other Receivables						19,511
Total receivables general outstanding						404,873

Amounts shown above include GST (where applicable)

KEY INFORMATION

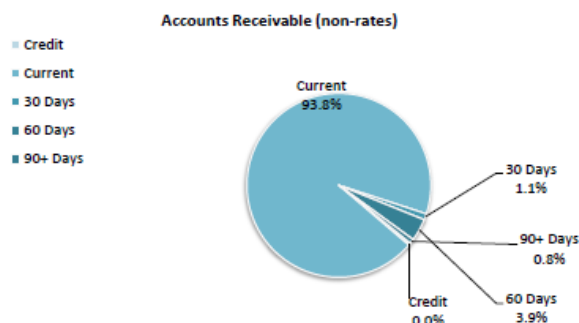
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable 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.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 31 July 2023
Other current assets	\$	\$	\$	\$
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	27,988	0	0	27,988
Inventory				
Fuel and materials (including gravel)	32,367	0	(7,827)	24,540
Total other current assets	60,355	0	(7,827)	52,528
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

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

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Inventory

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

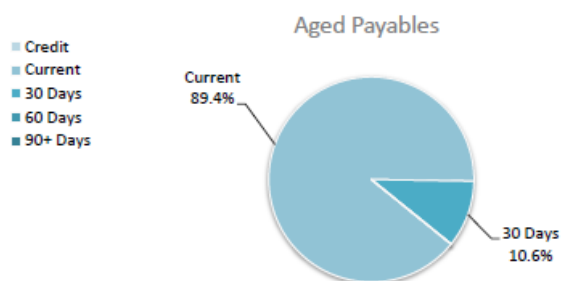
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	158,722	18,764	11	0	177,497
Percentage	0%	89.4%	10.6%	0%	0%	
Balance per trial balance						
Sundry creditors						177,497
Other creditors						73,628
ATO liabilities						22,919
Payroll creditors						44,220
Bonds and deposits held						12,780
Prepaid (Excess) Rates						7,955
Total payables general outstanding						338,998

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period 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. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



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

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
Residential	0.09930	249	2,965,255	294,450	0	0	294,450	294,450	0	0	294,450
Industrial	0.09930	5	78,870	7,832	0	0	7,832	7,832	0	0	7,832
Commercial	0.09930	20	651,728	64,717	0	0	64,717	64,717	0	0	64,717
GRV	0.09930	2	303,500	30,138	0	0	30,138	30,138	0	0	30,138
Unimproved value											
Unimproved	0.00721	204	268,792,000	1,937,990	0	0	1,937,990	1,937,990	0	0	1,937,990
Non Rateable											
Sub-Total		480	272,791,353	2,335,127	0	0	2,335,127	2,335,126	0	0	2,335,126
Minimum payment	Minimum \$										
Gross rental value											
Residential	885	67	178,520	59,295	0	0	59,295	59,295	0	0	59,295
Industrial	885	2	9,280	1,770	0	0	1,770	1,770	0	0	1,770
Commercial	885	11	60,396	9,735	0	0	9,735	9,735	0	0	9,735
GRV	885	1	7,000	885	0	0	885	885	0	0	885
Unimproved value											
Unimproved	1,480	178	19,776,354	263,440	0	0	263,440	263,440	0	0	263,440
Sub-total		259	20,031,550	335,125	0	0	335,125	335,125	0	0	335,125
		739	292,822,903	2,670,252	0	0	2,670,252	2,670,251	0	0	2,670,251
Discount							(2,150)				0
Amount from general rates							2,668,102				2,670,251
Ex-gratia rates (CBH)	Tonnage	2		43,001	0	0	43,001	0	0	0	0
Total general rates							2,711,103				2,670,251

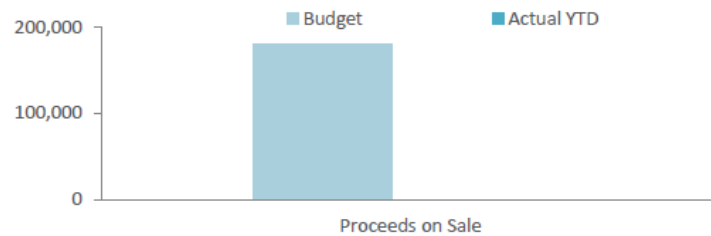
KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2023 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.

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

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
		Value	Proceeds			Value	Proceeds		
\$	\$	\$	\$	\$	\$	\$	\$		
	Plant and equipment								
	Law, order, public safety								
PU35	Mitsubishi Mr4W47 2019 Triton Ute	24,155	25,000	845	0	0	0	0	0
	Transport								
PT10	ISUZU GIGA TIPTRUCK-1CQL067	41,459	35,000	0	(6,459)	0	0	0	0
PT13	2011 ISUZU TIP TRUCK 4.5TONNE 1DUD178	10,575	10,000	0	(575)	0	0	0	0
PU36	2020 Mr Mitsubishi Triton Glx-R 4X4	27,823	25,000	0	(2,823)	0	0	0	0
PU33	Mitsubishi Mr4L20 Glx 4.2 Single Cab	15,000	15,000	0	0	0	0	0	0
PTR4	Case Skid Steer Sv185	18,766	15,000	0	(3,766)	0	0	0	0
PBH4	2012 Case 581Pc5 Backhoe - Bo5418	59,366	35,000	0	(24,366)	0	0	0	0
PCP3	Crendon Squirrel 5053D Cherry Picker	19,157	10,000	0	(9,157)	0	0	0	0
PT12	2010 Isuzu Giga 2 X 2 Hp Tip Body	44,922	10,000	0	(34,922)	0	0	0	0
		261,223	180,000	845	(82,068)	0	0	0	0



Capital acquisitions	Adopted	Amended		YTD Actual	YTD Actual Variance
	Budget	Budget	YTD Budget		
	\$	\$	\$	\$	\$
Buildings	6,011,341	6,011,341	150,147	5,135	(145,012)
Furniture and equipment	29,188	29,188	3,673	0	(3,673)
Plant and equipment	1,005,092	1,005,092	0	0	0
Infrastructure - roads	2,634,253	2,634,253	0	892	892
Infrastructure - sewerage	600,000	600,000	0	0	0
Infrastructure - water	211,382	211,382	52,845	0	(52,845)
Payments for Capital Acquisitions	10,491,256	10,491,256	206,665	6,027	(200,638)
Capital Acquisitions Funded By:					
	\$	\$	\$	\$	\$
Capital grants and contributions	4,212,065	4,212,065	306,497	892	(305,605)
Borrowings	600,000	600,000	600,000	0	(600,000)
Other (disposals & C/Fwd)	160,000	160,000	14,999	0	(14,999)
Plant and Vehicle Reserve	815,776	815,776	0	0	0
Furniture & Equipment Reserve	21,000	21,000	0	0	0
Building and Facility Reserve	1,575,864	1,575,864	0	0	0
Infrastructure Reserve	249,707	249,707	0	0	0
Innovations & Development Reserve	2,457,201	2,457,201	0	0	0
Contribution - operations	399,643	399,643	(714,831)	5,135	719,966
Capital funding total	10,491,256	10,491,256	206,665	6,027	(200,638)

SIGNIFICANT ACCOUNTING POLICIES

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

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Initial recognition and measurement for assets held at cost
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for impairment annually.

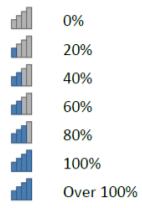
Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



Capital expenditure total
Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

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

Account Number	Job Number	Balance Sheet Category	Account/Job Description	Adopted	Amended		YTD Actual	Variance (Under)/Over
				Budget	Budget	YTD Budget		
				\$	\$	\$	\$	\$
Buildings								
E042510	ADMINCAP	9230	ADMINISTRATION OFFICE - CHAMBERS & ADMINISTRATION	(29,500)	(29,500)	(2,458)	0	2,458
Total - Governance				(29,500)	(29,500)	(2,458)	0	2,458
E054510	EBSHEDCAP	9230	EAST BROOKTON BFB SHED	(756,664)	(756,664)	(63,055)	0	(63,055)
E054510	WBSHEDCAP	9230	WEST BROOKTON BFB - APPLIANCE BAY FACILITY AND AMEN	(621,850)	(621,850)	(51,820)	0	51,820
Total - Law, Order & Public Safety				(1,378,514)	(1,378,514)	(114,875)	0	(11,235)
Community Amenities								
E104510	ROBICAP	9230	TOWNSCAPE - ROBINSON ROAD	(2,371)	(2,371)	(197)	(2,760)	2,563
E105510	CEMABLU	9230	CEMETARY ABLUTION FACILITY	(93,818)	(93,818)	(7,818)	0	(7,818)
E105510	ROBABLU	9230	ROBINSON ROAD TOILET UPGRADE - LRCI PHASE 3	(121,408)	(121,408)	0	0	0
Total - Community Amenities				(217,597)	(217,597)	(8,015)	(2,760)	(5,256)
Recreation And Culture								
E111510		9230	PURCHASE BUILDINGS	(11,500)	(11,500)	(958)	0	(958)
E111511	MHALLSFC	9230	MEMORIAL HALL RENEWALS	(1,206,480)	(1,206,480)	0	0	0
E112510	POOLCAP	9230	POOL - CAPITAL	(107,000)	(107,000)	(17,833)	0	(17,833)
E113510	MENSCAP	9230	MENSSHED - OLD BOWLING CLUB CAPITAL	(7,500)	(7,500)	(625)	0	(625)
E115510	RWSTCAP	9230	RAILWAY STATION BUILDING REFURBISHMENT	(2,488,635)	(2,488,635)	0	0	0
E116510	MEMPCAP	9230	MEMORIAL PARK CAPITAL	(20,955)	(20,955)	(1,746)	0	1,746
E116510	NATPLACAP	9230	YOUTH PRECINCT - NATURE PLAY AREA	0	0	0	(2,375)	(2,375)
Total - Recreation And Culture				(3,842,070)	(3,842,070)	(21,162)	(2,375)	(20,045)
Economic Services								
E132510		9230	PURCHASE BUILDINGS	(11,660)	(11,660)	(971)	0	(971)
E136510		9230	PURCHASE BUILDINGS	(500,000)	(500,000)	0	0	0
Total - Economic Services				(511,660)	(511,660)	(971)	0	(971)
Other Property & Services								
E142519		9230	SHIRE DEPOT IMPROVEMENTS	(32,000)	(32,000)	(2,666)	0	(2,666)
Total - Other Property & Services				(32,000)	(32,000)	(2,666)	0	(2,666)
Total - Buildings				(6,011,341)	(6,011,341)	(150,147)	(5,135)	(37,715)
Plant & Equipment								
Law, Order & Public Safety								
E055530		9234	PURCHASE PLANT & EQUIPMENT - BRMP & CESM	(72,116)	(72,116)	0	0	0
Total - Law, Order & Public Safety				(72,116)	(72,116)	0	0	0
Community Amenities								
Total - Community Amenities				0	0	0	0	0
Other Property & Services								
E142530		9234	PURCHASE PLANT & EQUIPMENT	(7,200)	(7,200)	0	0	0
E143530	EP001	9234	PURCHASE P&E - 2010 ISUZU GIGA 2 X 2 HP 6 WHEEL TIP BC	(324,435)	(324,435)	0	0	0
E143530	EP002	9234	PURCHASE P&E - REPLACEMENT PTR4 CASE SKID STEER SV14	(85,000)	(85,000)	0	0	0
E143530	EP003	9234	PURCHASE P&E - REPLACEMENT PBH4 2012 CASE 581PC5 B	(190,000)	(190,000)	0	0	0
E143530	LIGHTV1	9234	PURCHASE P&E - REPLACEMENT PU36 2020 MR MITSUBISHI	(50,000)	(50,000)	0	0	0
E143530	LIGHTV2	9234	PURCHASE P&E - REPLACEMENT PU33 MITSUBISHI MR4L20	(40,000)	(40,000)	0	0	0
E143530	TRUCKH	9234	PURCHASE P&E - TIP TRUCK HEAVY TANDEM AXLE	(236,341)	(236,341)	0	0	0
Total - Other Property & Services				(932,976)	(932,976)	0	0	0
Total - Plant & Equipment				(1,005,092)	(1,005,092)	0	0	0
Furniture & Equipment								
Governance								
E042520	ELECCAP	9232	CAPEX - ELECTRONIC EQUIPMENT	(21,000)	(21,000)	(1,750)	0	(1,750)
E042520	ITINFCAP	9232	IT INFRASTRUCTURE	(7,448)	(7,448)	(1,862)	0	1,862
Total - Governance				(28,448)	(28,448)	(3,612)	0	112
Recreation & Culture								
E113520		9232	PURCHASE FURNITURE & EQUIPMENT	(740)	(740)	(61)	0	(61)
Total - Recreation & Culture				(740)	(740)	(61)	0	(61)
Total - Furniture & Equipment				(29,188)	(29,188)	(3,673)	0	51
Infrastructure - Roads								
Transport								
E121555	YORKRRG	9250	YORK-WILLIAMS ROAD	(589,715)	(589,715)	0	0	0
E121560	KINGR2R	9250	KING STREET	(36,936)	(36,936)	0	0	0
E121560	BRKWR2R	9250	BROOKTON-KWEDA ROAD	(55,749)	(55,749)	0	0	0
E121560	CORBR2R	9250	CORBERDING ROAD CAPITAL R2R	(15,753)	(15,753)	0	0	0
E121560	MCGSR2R	9250	MCGRATH STREET R2R	(21,703)	(21,703)	0	0	0
E121565	ROBIR2R	9250	ROBINSON ROAD	(24,000)	(24,000)	0	0	0
E121565	COPPR2R	9250	COPPING ROAD R2R	(88,025)	(88,025)	0	0	0
E121565	WALWR2R	9250	WALWALLING ROAD R2R	(72,048)	(72,048)	0	0	0
E121565	WBSF1	9250	DANGIN-MEARS ROAD WHEATBELT SECONDARY FREIGHT NI	(463,368)	(463,368)	0	(892)	892
E121565	WBSF2	9250	DANGIN-MEARS ROAD WHEATBELT SECONDARY FREIGHT NI	(1,199,943)	(1,199,943)	0	0	0
E121570	BRIDGE05	9250	BRIDGE 3144 BROOKTON KWEDA ROAD	(5,829)	(5,829)	0	0	0
E121570	BRIDGE06	9250	BRIDGE 3165A WALWALLING ROAD	(13,373)	(13,373)	0	0	0
E121570	BRIDGE07	9250	BRIDGE 3163A JAENSCH ROAD	(23,998)	(23,998)	0	0	0
E121570	BRIDGE08	9250	BRIDGE 4834 BROOKTON KWEDA ROAD	(23,813)	(23,813)	0	0	0
Total - Transport				(2,634,253)	(2,634,253)	0	(892)	892
Total - Infrastructure - Roads				(2,634,253)	(2,634,253)	0	(892)	892
Infrastructure - Sewerage								
Community Amenities								
E102541	SEWPIPE	9254	SEWERAGE PIPE RELINING/UPGRADE	(600,000)	(600,000)	0	0	0
Total - Community Amenities				(600,000)	(600,000)	0	0	0
Total - Infrastructure - Sewerage				(600,000)	(600,000)	0	0	0
Infrastructure - Water								
Community Amenities								
E107541	HVCAPO1	9262	HAPPY VALLEY WATER EXTENSION MEMORIAL PARK, CARAVAN PARK & UPGRADE TOWN OVAL	(110,565)	(110,565)	(27,641)	0	(27,641)
E107541	HVCAPO2	9262	HAPPY VALLEY WATER EXTENSION CARAVAN PARK AND MADISON SQUARE PARK	(100,817)	(100,817)	(25,204)	0	25,204
Total - Community Amenities				(211,382)	(211,382)	(52,845)	0	(2,437)
Total - Infrastructure - Water				(211,382)	(211,382)	(52,845)	0	(2,437)
Grand Total				(10,491,256)	(10,491,256)	(206,665)	(6,027)	(39,209)

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

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

Repayments - borrowings

Particulars	Loan No.	1 July 2023	New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
			Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Education and welfare														
Kalkami Residency (20%)	80	34,443	0	0	0	(5,350)	(10,850)	(10,850)	29,094	23,593	23,593	(166)	(2,044)	(2,044)
Housing														
Staff Housing (33%)	80	56,832	0	0	0	(8,827)	(17,902)	(17,902)	48,005	38,930	38,930	(274)	(3,372)	(3,372)
Community amenities														
Sewerage (14%)	80	24,110	0	0	0	(3,745)	(7,595)	(7,595)	20,366	16,515	16,515	(116)	(1,431)	(1,431)
Effluent Loan	83	0	0	600,000	600,000	0	(50,332)	(50,332)	0	549,668	549,668	0	(24,874)	(24,874)
Recreation and culture														
Sport & Recreation	81	354,293	0	0	0	(69,599)	(69,599)	(69,599)	354,293	284,694	284,694	1,265	(26,031)	(26,031)
Other property and services														
Grader (33%)	80	56,832	0	0	0	(8,827)	(17,902)	(17,902)	48,005	38,930	38,930	(274)	(3,372)	(3,372)
		526,510	0	600,000	600,000	(26,748)	(174,180)	(174,180)	499,761	952,330	952,330	434	(61,124)	(61,124)
Self supporting loans														
General purpose funding														
Country Club	82	142,474	0	0	0	0	(27,988)	(27,988)	142,474	114,486	114,486	3,145	(10,469)	(10,469)
		142,474	0	0	0	0	(27,988)	(27,988)	142,474	114,486	114,486	3,145	(10,469)	(10,469)
Total		668,983	0	600,000	600,000	(26,748)	(202,168)	(202,168)	642,235	1,066,815	1,066,815	3,579	(71,593)	(71,593)
Current borrowings		151,836							125,088					
Non-current borrowings		517,147							517,147					
		668,983							642,235					

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

New borrowings 2023-24

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Effluent Loan	0	600,000	WATC	Debenture	20	130,698	0.00	0	(600)	0
	0	600,000				130,698		0	(600)	0

The Shire has no unspent debenture funds as at 30th June 2023, nor is it expected to have unspent funds as at 30th June 2024.

KEY INFORMATION

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.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

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

**FINANCING ACTIVITIES
NOTE 10
LEASE LIABILITIES**

Movement in carrying amounts

Information on leases	Lease No.	1 July 2023	New Leases			Principal Repayments			Principal Outstanding			Interest Repayments		
			Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
Particulars		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Community amenities														
Re-Use Water Dam	LE-03	20,552	0	0	0	0	(1,515)	(1,515)	20,552	19,037	19,037	0	(664)	(664)
Total		20,552	0	0	0	0	(1,515)	(1,515)	20,552	19,037	19,037	0	(664)	(664)
Current lease liabilities		1,515							1,515					
Non-current lease liabilities		19,037							19,037					
		20,552							20,552					

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

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

OPERATING ACTIVITIES
NOTE 11
RESERVE ACCOUNTS

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council									
Leave Reserve	146,463	1,493	0	0	0	0	0	147,956	146,463
Plant and Vehicle Reserve	774,794	7,897	0	588,772	0	(975,776)	0	395,687	774,794
Land and Housing Development Reserv	1,785,748	0	0	0	0	(1,785,748)	0	(0)	1,785,748
Furniture & Equipment Reserve	30,256	308	0	97,000	0	(33,300)	0	94,264	30,256
Municipal Building & Facility Reserve	508,351	0	0	0	0	(508,351)	0	0	508,351
Townscape & Footpath Reserve	131,025	0	0	0	0	(131,025)	0	(0)	131,025
Sewerage Scheme Reserve	449,016	4,577	0	49,968	0	0	0	503,561	449,016
Road & Bridges Infrastructure Reserve	452,381	0	0	0	0	(452,381)	0	0	452,381
Sport & Recreation Reserve	32,719	0	0	0	0	(32,719)	0	(0)	32,719
Rehabilitation & Refuse Reserve	279,411	0	0	0	0	(279,411)	0	(0)	279,411
Caravan Park Reserve	373,341	0	0	0	0	(373,341)	0	0	373,341
Brookton Musuem/Heritage Reserve	48,777	0	0	0	0	(48,777)	0	0	48,777
Kweda Hall Reserve	19,025	0	0	0	0	(19,025)	0	(0)	19,025
Railway Station Reserve	526,287	0	0	0	0	(526,287)	0	(0)	526,287
Madison Square Units Reserve	32,351	330	0	208	0	0	0	32,889	32,351
Cemetery Reserve	84,276	0	0	0	0	(84,276)	0	0	84,276
Water Reserve	65,683	0	0	0	0	(65,683)	0	0	65,683
Developer Contribution Reserve	2,891	0	0	0	0	(2,891)	0	0	2,891
Brookton Aquatic Reserve	387,599	0	0	0	0	(387,599)	0	(0)	387,599
Cash Contingency Reserve	138,858	0	0	0	0	(138,858)	0	(0)	138,858
Future Fund Reserve	4,206,439	0	0	0	0	(4,206,439)	0	(0)	4,206,439
Innovations Fund Reserve	2,056,957	0	0	0	0	(2,056,957)	0	0	2,056,957
Brookton Community Resource Centre	221,954	2,262	0	0	0	0	0	224,216	221,954
Building and Facility Reserve	0	61,996	0	5,968,372	0	(1,575,864)	0	4,454,504	0
Infrastructure Reserve	0	9,174	0	883,215	0	(474,707)	0	417,682	0
Waste Reserve	0	0	0	710,872	0	0	0	710,872	0
Aged Housing Reserve	0	4,155	0	400,000	0	0	0	404,155	0
Innovations & Development Reserve	0	31,161	0	3,000,000	0	(2,457,201)	0	573,960	0
	12,754,601	123,353	0	11,698,407	0	(16,616,616)	0	7,959,745	12,754,601

	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 Jul 2023
		\$		\$	\$	\$
Other current liabilities						
Other liabilities						
- Capital grant/contribution liabilities		477,426	0	157,257	(892)	633,791
Total other liabilities		477,426	0	157,257	(892)	633,790.96
Employee Related Provisions						
Annual leave		163,504	0	0	0	163,504
Long service leave		111,719	0	0	0	111,719
Total Employee Related Provisions		275,223	0	0	0	275,223
Total other current assets		752,649	0	157,257	(892)	909,014

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 14

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue	
	Liability	Increase	Liability	Liability	Current	Adopted	YTD
	1 July 2023	in Liability	Reduction (As revenue)	31 Jul 2023	Liability 31 Jul 2023	Budget Revenue	Revenue Actual
	\$	\$	\$	\$	\$	\$	\$
Governance							
Admin Grants & Subsidies	0	0	0	0	0	1,275	0
Law, order, public safety							
DFES Grant - Fire Mitigation Activity Fund	0	0	0	0	0	121,399	0
DFES Grant - ESL operating Grant	0	0	0	0	0	73,653	13,744
Recreation and culture							
Public Open Space Revenue	0	0	0	0	0	13,820	0
Transport							
DRFWA Grant Funding	0	0	0	0	0	1,775,000	0
MRWA Direct Grant Funding	0	0	0	0	0	105,418	107,801
Economic services							
Grant Revenue - Thank A Volunteer Event	0	0	0	0	0	1,000	0
Grant Revenue - Mental Health Week Event	0	0	0	0	0	4,000	0
Grant Revenue - Seniors Week Event	0	0	0	0	0	2,500	0
Revenue - Other Community Events	0	0	0	0	0	1,000	0
CRC OPERATING GRANTS REVENUE	0	0	0	0	0	100,000	28,377
	0	0	0	0	0	2,199,065	149,922

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

NOTE 14
CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability 1 July 2023	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Jul 2023	Current Liability 31 Jul 2023	Adopted Budget Revenue	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
General purpose funding								
LRCI - Replacement Public Bins - Robinson Road	0	0	0	0	0	4,114	4,114	0
LRCI - Waterless Public Toilet Cemetery	32,171	0	0	32,171	32,171	93,818	93,818	0
LRCI - Robinson Rd Toilets, Upgrade including Planting	44,235	0	0	44,235	44,235	121,408	121,408	0
LRCI - Park Furniture & Light Pole Railway Station Park	13,653	0	0	13,653	13,653	740	740	0
LRCI - Copping Road Reseal	0	0	0	0	0	1,273	1,273	0
LRCI - Lennard Street Reseal	0	0	0	0	0	10,777	10,777	0
LRCI - Strange Road Reseal	2,163	0	0	2,163	2,163	0	0	0
LRCI - CCTV - Brookton Hwy, Robinson Road & Recreation Ground	0	0	0	0	0	8,347	8,347	0
LRCI - Street Gardens - White & Cumming Streets Replace Bottelbrush Trees	48,255	0	0	48,255	48,255	0	0	0
WBDC - Railway Station Building Refurbishment	0	0	0	0	0	402,799	402,799	0
Railway Station Building Refurbishment Income	0	0	0	0	0	40,000	40,000	0
Law, order, public safety								
DFES Capital Grant Income (West Brookton BFB Shed)	261,195	0	0	261,195	261,195	548,101	548,101	0
Esl Grant - Emergency Services Levy - Capital East Brookton Shed	0	0	0	0	0	656,664	656,664	0
Community amenities								
DWER - Happy Valley Water extension #1	7,740	0	0	7,740	7,740	77,395	77,395	0
DWER - Happy Valley Water extension #2	7,057	0	0	7,057	7,057	70,572	70,572	0
R2R - Richardson Street - Reseal - Income	0	0	0	0	0	17,512	17,512	0
R2R - Severin Road - Culvert Replacement & Gravel Overlay - Income	0	0	0	0	0	23,820	23,820	0
R2R - Glenester Road - Culvert Replacement & Gravel Overlay - Income	0	0	0	0	0	35,857	35,857	0
R2R - Woods Loop Road - Income	0	0	0	0	0	45,871	45,871	0
R2R - Severin Road - Income	0	0	0	0	0	0	0	0
WSFN - Dangin-Mears Road - Income	60,957	0	(892)	60,065	60,065	1,477,019	1,477,019	892
King Street - R2R Income	0	0	0	0	0	36,936	36,936	0
Brookton-Kweda Road - R2R Income	0	0	0	0	0	55,749	55,749	0
Corberding Road - R2R Income	0	0	0	0	0	15,753	15,753	0
Mcgrath Street - R2R Income	0	0	0	0	0	21,703	21,703	0
Robinson Road - R2R Income	0	0	0	0	0	24,000	24,000	0
Copping Road - R2R Income	0	0	0	0	0	88,025	88,025	0
Walwalling Road - R2R Income	0	0	0	0	0	72,048	72,048	0
York Williams Road Rrg	0	157,257	0	157,257	157,257	393,144	393,144	0
TOTALS	477,426	157,257	(892)	633,791	633,791	4,343,445	4,343,445	892

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

**NOTE 15
BONDS & DEPOSITS AND TRUST FUNDS**

In previous years, bonds and deposits were held as trust monies. They are still reported in this Note but also included in Restricted Cash - Bonds and Deposits and as a current liability in the books of Council.

Trust funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2023	Amount Received	Amount Paid	Closing Balance 31 Jul 2023
	\$	\$	\$	\$
Restricted Cash - Bonds and Deposits				
Nil				
Bus Bonds	1,730	0	0	1,730
Facility Hire Bonds	5,830	0	0	5,830
Gym Bonds	4,810	350	(140)	5,020
Other Bonds	200	0	0	200
Sub-Total	12,570	350	(140)	12,780
Trust Funds				
Public Open Space Contributions	13,820	0	0	13,820
Sub-Total	13,820	0	0	13,820
	26,390	350	(140)	26,600

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

NOTE 16
BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget adoption						0
							0
				0	0	0	0

KEY INFORMATION

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

NOTE 17
EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2023-24 year is \$10,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Other revenue	(12,403)	(65.78%) ▼			Expected income is higher than actual. Will correct over time	
Expenditure from operating activities						
Materials and contracts	272,185	82.04% ▲	Budget profiling to be reviewed as no significant spending has occurred in FY23/24 to date			
Insurance expenses	(115,342)	(114.37%) ▼			First half of 23/24 insurance premiums paid in July, Budget profiling is the reason for variance	
Investing activities						
Proceeds from capital grants, subsidies and contributions	(307,450)	(99.71%) ▼			Capital grants received YTD are lower than expected	
Proceeds from disposal of assets	(14,999)	(100.00%) ▼			Asset disposal proceeds not received, will self correct	
Payments for inventories, property, plant and equipment and infrastructure	200,638	97.08% ▲	A number of variances relate Capital projects which have not yet commenced in FY23/24. Infrastructure - Brookton Railway station, Memorial Hall, Cemetery & Robinson Road toilets, Oval reticulation, West Brookton Fire Shed, Rural Road & Bridge works			

17.08.23.03 PROPOSED BOUNDARIES FOR THE 2025 STATE GENERAL ELECTION - OBJECTION

File No:	GOV029A
Date of Meeting:	17 August 2023
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author/s:	Gary Sherry – Chief Executive Officer
Authorising Officer:	Gary Sherry – Chief Executive Officer
Declaration of Interest:	The author and authorising officer do not have an interest in this item
Voting Requirements:	Simple Majority
Previous Report:	N/A

Summary of Report:

Council is to consider lodging an objection to the proposed electoral boundaries to be used at the next State election in 2025.

Description of Proposal:

The Western Australian Electoral Commission (WAEC) recently published their proposed electoral boundaries to be used at the next State election in 2025. The proposed boundaries significantly disadvantage rural Western Australia, and therefore the Shire of Brookton, with a reduction in representation.

A draft Shire of Brookton objection to the proposed electoral boundaries is included at attachment 17.08.23.03A.

Objections to the proposed boundaries can be submitted to the Commissioners by Monday, 21 August 2023.

The Shire of Brookton has also contributed to a similar submission prepared by the Central Country Zone of the WA Local Government Association.

Background:

The Constitutional and Electoral Legislation Amendment (Electoral Equality) Act 2021 requires the Commissioners to calculate the appropriate number of electors in each of the 59 Legislative Assembly districts. The proposed boundaries are based primarily on the distribution of electors within the state.

The Commissioners may consider other factors, including community of interest, land use patterns and existing Local Government boundaries, however elector numbers is the paramount consideration.

The Electoral Distribution Commissioners' key proposal is to amalgamate two non-metropolitan districts to allow the creation of a new metropolitan district. This was based on a number of factors, including:

- a high rate of population growth in the expanding northern, eastern and southern areas of the greater Perth region;
- an ongoing trend of elector population within the metropolitan area growing at a significantly faster rate than the elector population located outside the metropolitan area; and
- population reports forecasting the continuation of the above growth trends

The proposals would result in:

- amalgamation of the electorates of North West Central (around Carnarvon), Moore (around Geraldton and Moora) and Central Wheatbelt (around Northam) and the creation of two new electorates of Central Wheatbelt and Mid West.
- a new seat of Central Wheatbelt extending from Boddington to Southern Cross to Wongan Hills. The Shire of Brookton is within in this seat;
- a new seat of Mid West extending from Carnarvon to Sandstone to Chittering, with the exclusion of the City of Greater Geraldton, Chapman Valley and Kalbarri;
- creation of a new electorate of Oakford in the south metropolitan area;
- the creation of larger electorates outside the metropolitan area. It was difficult task for members to adequately serve their existing electorates. Additional resources will provide rural electorates with a similar level of service to a metropolitan electorate; and
- numerous smaller boundary adjustments.

Consultation:

The WAEC are following their consultation process with regard to the proposed electoral boundaries. The Shire of Brookton has not consulted locally.

Statutory Environment:

Constitutional and Electoral Legislation Amendment (Electoral Equality) Act 2021

Relevant Plans and Policy: Nil

Financial Implications:

There are no direct financial implications in regard to this matter.

Risk Assessment:

The diminution of the rural representation in the WA parliament is likely to have moderate consequences to the Shire of Brookton in the longer term.

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

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

Community & Strategic Objectives:

Lodging a submission on the proposed electoral boundaries is Council representing the interests of the Shire of Brookton.

Comment

While the likelihood of significant change to the proposed electoral boundaries is very small, the Officer believes that it is important to represent the Shire of Brookton's interests.

OFFICER'S RECOMMENDATION

That Council:

1. objects to the Proposed Boundaries for the 2025 State General Election on the basis that the reduction of non-metropolitan districts will:
 - a. Further diminish political representation for regional communities;
 - b. Increase pressure on regional Local Governments; and
 - c. Fail to recognise the contributions of non-metropolitan districts to the WA economy;and
2. supports increased resourcing for electorate offices in non-metropolitan districts, particularly those that cover a large geographical area, to ensure effective political representation at the State level;
3. endorses the Draft Shire of Brookton Objection to the 2025 Proposed Boundaries included at attachment 17.08.23.03A.

(Simple majority vote required)

OCM 08.23-11

COUNCIL RESOLUTION

MOVED Cr Walker

SECONDED Cr Lilly

That Council:

1. ***objects to the Proposed Boundaries for the 2025 State General Election on the basis that the reduction of non-metropolitan districts will:***
 - a. Further diminish political representation for regional communities;***
 - b. Increase pressure on regional Local Governments; and***
 - c. Fail to recognise the contributions of non-metropolitan districts to the WA economy;******and***
2. ***supports increased resourcing for electorate offices in non-metropolitan districts, particularly those that cover a large geographical area, to ensure effective political representation at the State level;***
3. ***endorses the Draft Shire of Brookton Objection to the 2025 Proposed Boundaries included at attachment 17.08.23.03A.***

CARRIED BY SIMPLE MAJORITY VOTE 5/0

**For: Cr Crute, Cr Walker, Cr Lilly, Cr Bell, Cr Hayden
Against: Nil**

OBJECTION

Proposed Boundaries for the 2025 State General Election

Overview

The Shire of Brookton objects to the proposal to reduce the number of non-metropolitan districts by one as the reduction in political representation will negatively impact rural and regional communities.

Basis of Objection

Diminished political representation

The Shire of Brookton recognises the importance of political representation. With demographic and other forces pulling people and resources away from some regions towards the metropolitan area, political representation becomes increasingly important.

The Commissioners' proposal to reduce the number of non-metropolitan districts by one, will significantly reduce the political representation of regional communities, including the Shire of Brookton. This reduction in representation is compounded by the 2021 change to the Legislative Council regions to create a whole of state electorate.

The Shire of Brookton's opposes the 'one vote, one value' reform on the basis that the voice of regional, rural, and remote communities would be overwhelmed by the relative number of voters in metropolitan Perth.

Regional communities need effective representation to ensure that the unique needs and challenges of people living outside the metropolitan area are adequately addressed at a State level.

Increased pressure on regional Local Governments

As political representation of non-metropolitan communities at the State level is diminished, the political representation provided by rural Local Governments will become even more important. This additional responsibility will be challenging for Shire of Brookton, where the current capacity and resourcing is stretched.

The service provision expectations and requirements of Local Governments have increased considerably, rarely with commensurate increases in funding and resourcing. This has led to Local Governments, particularly in rural and remote parts of Western Australia, providing services previously the responsibility of other spheres of government. The Shire of Brookton currently provides aged and social housing services and has previously provided residential aged care services. Diminished political representation, requiring Shire of Brookton to fill another gap, will further stretch capacity and resources.

The contributions of non-metropolitan regions

In considering political representation it is important to acknowledge the economic contribution of non-metropolitan districts to the wealth and standard of living in Western Australia.

Regional Western Australia makes a significant contribution to the WA economy. As of July 2023, the regions accounted for 35 percent of Gross State Product. Regional WA is also a significant employer, with more than 300,000 jobs located in regional WA – around 25% of the state's total workforce. Many of these jobs are located in the agriculture and mining industries.

Regional WA is home to many of the state's key export industries, including the mining and agriculture sectors. WA is an exports-based economy, and accounts for around half of the national goods exports total each year. Goods exports currently account for 61 percent (\$247 billion) of Western Australia's gross state product. As the prevalence of fly-in-fly-out has increased, it is crucial that the permanent residents of communities that host the bulk of WA's export industries remain politically represented.

Resourcing of electorate offices in the regions

Even before the proposed reduction of non-metropolitan Legislative Assembly districts, there was a need for additional resourcing in the regions to improve the capacity of State representatives to service their electorate. This is particularly true for those electorates that cover a large geographical area. Any reduction in overall regional representation will only exacerbate this problem.

Resourcing for electorate offices in the regions needs to be significantly increased to improve the capacity of representatives to engage with communities within their electorate. The ability for a State Member to effectively represent the interests of their electorate is reliant upon their ability to effectively communicate with and hear from their constituents. An increase in resources, including staff, is needed for electorate offices in non-metropolitan districts, particularly those covering vast distances.

Conclusion

The Shire of Brookton acknowledges the challenges and limited scope inherent to the Commissioners' task to propose electoral boundary changes. Nevertheless, the Shire of Brookton supports strong and effective political representation for the non-metropolitan districts to ensure that regional WA is supported to continue to generate export and employment opportunities that benefit us all.

Any further reduction in political representation at the State level will necessarily lead to an expectation that regional Local Governments will expand to fill this gap, a role that may stretch Local Governments beyond their capacity and resources.

Representation for non-metropolitan districts (especially those covering large geographical areas) also needs bolstering by increased resources for electorate offices.

The Shire of Brookton's objection to the proposed boundaries are on the basis that the reduction of non-metropolitan districts will:

- 1. Further diminish political representation for regional communities;**
- 2. Increase pressure on regional Local Governments; and**
- 3. Fail to recognise the contributions of non-metropolitan districts to the WA economy.**

The Shire of Brookton supports increased resourcing for electorate offices in non-metropolitan districts, particularly those that cover a large geographical area, to ensure effective political representation at the State level.

18.08.23	CONFIDENTIAL REPORTS
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Nil

19.08.23	NEXT MEETING & CLOSURE
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The next Ordinary meeting of the Council will be held on Thursday 21st September 2023 commencing at 6.00 pm.

There being no further business, the Shire President, Cr Crute, declared the meeting closed at 6:12pm.