

Ordinary Council Meeting

Minutes | 15th December 2022

Disclaimer

Members of the public should note that in any discussion regarding any planning or other application that any statement or intimation of approval made by any member or officer of the Shire of Quairading during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Quairading. No action should be taken on any item discussed at a Council meeting prior to written advice on the resolution of the Council being received.

Any plans or documents contained in this document may be subject to copyright law provisions (*Copyright Act 1968*, as amended) and the express permission of the copyright owner(s) should be sought prior to the reproduction.

CONTENTS

ITEM 1	OPENING & ANNOUNCEMENTS	4
ITEM 2	ATTENDANCE AND APOLOGIES	4
ITEM 3	PUBLIC QUESTION TIME	5
	<i>No matters for consideration</i>	
ITEM 4	DEPUTATIONS/PRESENTATIONS/SUBMISSIONS/PETITIONS	6
	<i>No matters for consideration</i>	
ITEM 5	APPLICATIONS FOR LEAVE OF ABSENCE	7
5.1	Application for Leave of Absence – Cr Cheang	7
ITEM 6	DECLARATIONS OF INTEREST	8
ITEM 7	CONFIRMATION OF MINUTES AND BUSINESS ARISING	9
7.1	Confirmation of Minutes: Ordinary Council Meeting – 24 November 2022	9
	BUSINESS ARISING	9
ITEM 8	RECEIVAL OF COMMITTEE MEETING MINUTES (NO RECOMMENDATIONS)	10
	<i>No matters for consideration</i>	
ITEM 9	RECOMMENDATIONS FROM COMMITTEE MEETINGS FOR COUNCIL CONSIDERATION	11
9.1	Audit & Risk Committee Meeting – 6 December 2022	11
	<i>9.1.1 Audit Register – progress report</i>	<i>11</i>
	<i>9.1.2 Significant Accounting Policies – Two Year Review.....</i>	<i>12</i>
	<i>9.1.3 Investment Policy – Two Year Review</i>	<i>12</i>
	<i>9.1.4 Rates Collection Policy – Two year review</i>	<i>12</i>
	<i>9.1.5 Report on Excess Annual Leave and Long Service Leave</i>	<i>13</i>
ITEM 10	MATTERS FOR CONSIDERATION – BUILDING & TOWN PLANNING	14
10.1	Optimising housing opportunity in the Shire of Quairading	14
ITEM 11	MATTERS FOR CONSIDERATION – FINANCE & AUDIT	42
11.1	Accounts for Payment - November 2022	42
11.2	Monthly Financial Statements - November 2022	68
ITEM 12	MATTERS FOR CONSIDERATION – GOVERNANCE & ADMINISTRATION	101
	<i>No matters for consideration</i>	
ITEM 13	MATTERS FOR CONSIDERATION – HEALTH & BUILDING	102
	<i>No matters for consideration</i>	
ITEM 14	MATTERS FOR CONSIDERATION – WORKS & SERVICES.....	103
14.1	Update on 2022/23 Works Programme	103

ITEM 15	MATTERS FOR CONSIDERATION - WORK, HEALTH & SAFETY	130
	<i>No matters for consideration</i>	
ITEM 16	URGENT COUNCILLOR'S BUSINESS.....	131
ITEM 17	CONFIDENTIAL ITEMS.....	132
17.1	Medical Practice Update - December 2022	132
ITEM 18	NEXT MEETING DATE.....	133
ITEM 19	CLOSURE	133

SHIRE OF QUAIRADING

The Ordinary Council Meeting minutes of meeting held on 15th December 2022 commencing at 2.00pm.

ITEM 1 OPENING & ANNOUNCEMENTS

The Shire President opened the meeting at 2.00 pm.

“Before we start our meeting, I would like to acknowledge that we are meeting on Noongar/Ballardong land. We pay respect to the original custodians of the land...past, present and future. I welcome you all here today for this meeting.

One minute silence was observed for the late Mr John Haythornthwaite on his passing, who served as a Councillor from 2019-2021.

ITEM 2 ATTENDANCE AND APOLOGIES

Councillors

Cr PD Smith	Shire President
Cr TJ Stacey	Deputy Shire President
Cr E Cheang	
Cr BR Cowcill	
Cr JC Hayes	
Cr JR Hippisley	

Council Officers

Ms NJ Gibbs	Chief Executive Officer
Ms LM Horton	Executive Manager, Corporate Services
Ms SC Caporn	Executive Manager, Works & Services
Ms NJ Ness	Executive Manager, Economic Development
Ms BJ Hadlow	Executive Officer

Observers/Visitor

Nil.

Apologies

Cr E Cheang (until Item 5 of this meeting)

Leave of Absence Previously Granted

Cr JN Haythornthwaite

Cr E Cheang (following Item 5 of this meeting)

ITEM 3 PUBLIC QUESTION TIME

No matters for consideration

ITEM 4 DEPUTATIONS/PRESENTATIONS/SUBMISSIONS/PETITIONS

No matters for consideration

ITEM 5 APPLICATIONS FOR LEAVE OF ABSENCE**5.1 Application for Leave of Absence – Cr Cheang****Responsible Officer** Nicole Gibbs, Chief Executive Officer**Reporting Officer** Britt Hadlow, Executive Officer**Attachments** Nil**Voting Requirements** Simple Majority**Disclosure of Interest** Reporting Officer: Nil
Responsible Officer: Nil**UPDATE IN BRIEF**

A written application for Leave of Absence has been received from Cr Cheang for the Ordinary Meeting of Council scheduled for the 15th December 2022. Council, in accordance with Section 2.25 of the *Local Government Act 1995* may by resolution grant Leave of Absence to an Elected Member.

RESOLUTION: OCM 132-22/23

Moved: Cr JR Hippiisley

Seconded: Cr BR Cowcill

That Cr EJ Cheang be granted Leave of Absence in accordance with Section 2.25 of the *Local Government Act 1995* from the Ordinary Meeting of Council scheduled for the 15th December 2022.

CARRIED 5/0

ITEM 6 DECLARATIONS OF INTEREST

Nil

ITEM 7 CONFIRMATION OF MINUTES AND BUSINESS ARISING

7.1 Confirmation of Minutes: Ordinary Council Meeting – 24 November 2022

RESOLUTION: OCM 133-22/23

Moved: Cr TJ Stacey

Seconded: Cr JC Hayes

That the minutes of the Ordinary Council Meeting held on the 24 November 2022 be confirmed as a true and accurate record.

CARRIED 5/0

The minutes of the November 2022 Ordinary Council meeting can be found on the Shire of Quairading website.

BUSINESS ARISING

Nil.

**ITEM 8 RECEIVAL OF COMMITTEE MEETING MINUTES (NO
RECOMMENDATIONS)**

No matters for consideration

ITEM 9 RECOMMENDATIONS FROM COMMITTEE MEETINGS FOR COUNCIL CONSIDERATION

9.1 Audit & Risk Committee Meeting – 6 December 2022

Responsible Officer Nicole Gibbs, Chief Executive Officer

Reporting Officer Britt Hadlow, Executive Officer

Attachments Nil.

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil
Responsible Officer: Nil

RESOLUTION: OCM 134-22/23

Moved: Cr JC Hayes

Seconded: Cr JR Hippisley

That Council receive the minutes of the Audit & Risk Committee for its meeting on 6 December 2022.

CARRIED 5/0

The minutes of the December 2022 Audit & Risk Committee meeting can be found on the Shire of Quairading website.

9.1.1 Audit Register – progress report

RESOLUTION: OCM 135-22/23

Moved: Cr JR Hippisley

Seconded: Cr TJ Stacey

COMMITTEE RESOLUTION: ARC 09-22/23

That the Audit & Risk Committee recommends to Council that Council;

1. Notes the progress recorded against each item within the audit register in confidential attachment (i); and
2. Approves the two (2) findings marked as Closed (100%) in the audit register, to be registered complete, removed from the register and no longer reported to the Committee.

CARRIED 5/0

9.1.2 Significant Accounting Policies – Two Year Review

RESOLUTION: OCM 136-22/23

Moved: Cr TJ Stacey

Seconded: Cr JC Hayes

COMMITTEE RESOLUTION: ARC 010-22/23

That the Audit & Risk Committee recommends to Council for Council to endorse the two-year review of the Significant Accounting Policies.

CARRIED 5/0

9.1.3 Investment Policy – Two Year Review

RESOLUTION: OCM 137-22/23

Moved: Cr JC Hayes

Seconded: Cr JR Hippisley

COMMITTEE RESOLUTION: ARC 11-22/23

That the Audit & Risk Committee recommends to Council for Council to endorse the two-year review of the Investment Policy.

CARRIED 5/0

9.1.4 Rates Collection Policy – Two year review

RESOLUTION: OCM 138-22/23

Moved: Cr JR Hippisley

Seconded: Cr TJ Stacey

COMMITTEE RESOLUTION: ARC 12-22/23

That the Audit & Risk Committee recommends to Council for Council to endorse the two-year review of the Rates Collection Policy.

CARRIED 5/0

9.1.5 Report on Excess Annual Leave and Long Service Leave

RESOLUTION: OCM 139-22/23

Moved: Cr BR Cowcill

Seconded: Cr JC Hayes

COMMITTEE RESOLUTION: ARC 13-22/23

That the Audit & Risk Committee recommends to Council that; Council receive the report on the Shire's leave liabilities.

CARRIED 5/0

ITEM 10 MATTERS FOR CONSIDERATION – BUILDING & TOWN PLANNING**10.1 Optimising housing opportunity in the Shire of Quairading****Responsible Officer** Nicole Gibbs, Chief Executive Officer**Reporting Officer** Nicole Gibbs, Chief Executive Officer

Attachments

1. Residential Properties Owned by the Shire
2. Trans Homes - Donnybrook House Plan
3. Trans Homes - Somerset House Plan
4. Trans Homes - Langley House Plan
5. Affordable Country Homes - Wandoo House Plan
6. Affordable Country Homes - Sheoak House Plan
7. WA Country Builders - The Dowley Farmhouse House Plan
8. WA Country Builders - Kensington Manor House Plan
9. WA Country Builders - The Woodlands

Voting Requirements Absolute Majority

Disclosure of Interest Reporting Officer: Nil
Responsible Officer: Nil

RESOLUTION: OCM 140-22/23

Moved: Cr JC Hayes

Seconded: Cr TJ Stacey

That Council:

1. Approve the CEO expending an amount capped at \$350,000 for the construction of one four-bedroom two-bathroom home on Lot 5 Edwards Way, Quairading; and
2. Approve the sale of 8 Dall Street, Quairading and 64 Coraling Street, Quairading for market value after the construction of Lot 5 Street, Quairading is complete.

CARRIED BY ABSOLUTE MAJORITY 5/0**IN BRIEF**

This agenda item proposes that Council takes a lead role in encouraging people to invest in building residential homes in Quairading. **The specific intent of the strategy is to encourage this investment by demonstrating that a quality home can be built for a reasonable cost.** Increasing the quality and diversity of homes available on the market will ensure that owners and/or operators of business or industry will be able to reside in Quairading.

There will be other benefits to the project, such as improving the Shire's housing stock, however, this is not the major strategic intent.

The Shire of Quairading is subject to a declining population, resulting in a parallel decline in small business representation and a difficulty in attracting light and other industry. It will not be possible to reverse this position without (at the very least) housing available for workers.

Whilst there is State Government funding available through Development WA for subdivision development, there is no Government funding available for the construction of housing, unless this

housing is to be used for social housing purposes. This Item is addressing the housing need for workers, not social housing.

After much investigation by officers, this Item recommends that Council take a lead role in the development and delivery of housing on the vacant lots across the Quairading town site. This lead role would commence through a pilot project, whereby the construction of one house per year would be funded by Council on Shire-owned land. On completion of construction, the house would either be sold or swapped out for an existing older house currently used by an employee (i.e. relocate the employee into the new house and sell the old house). Either way, the money from the sale of the new or old property would be re-invested into constructing a house (using the same model) the following year. Council will be able to construct a house at a lower cost than the general public because the land is owned outright by the Shire.

MATTER FOR CONSIDERATION

For Council to consider allowing the CEO to expend an amount capped at \$350,000 for the construction of one four-bedroom two-bathroom home on Lot 5 Edwards Way, Quairading; and

For Council to consider selling 8 Dall Street, Quairading and 64 Coraling Street, Quairading for market value after the construction of Lot 5 Edwards Way, Quairading is complete.

Please note that there is very little difference between the cost of building a four-bedroom verses a three-bedroom property in Quairading.

BACKGROUND

Council has a mandate to increase tourists, residents, small business, light industry and other ventures in Quairading. All strategies aimed at delivering on this mandate require, at minimum, housing for workers.

Of importance, confidence in building in Quairading has plummeted to an all-time low with real estate agents claiming that even if Council offered the residential land free-of-charge, the agents would not find anyone willing to construct on the land. Given the dire consequences of a shortage of housing in the Shire (including restrictions on light industry and business investment), it is imperative that Council take a lead role in reversing this predicament.

As a first strategy aimed at increasing confidence in constructing in Quairading, Council moved the following motion at the October 2022 Ordinary Council Meeting:

“Commence the process to revoke local law *By-Law Relating to Buildings - Brick Area (582) 1970* in its entirety to create greater flexibility in terms of building materials permitted to be used and simply apply the provisions of Local Planning Scheme No.3, the Planning Regulations and the R-Codes when considering and granting approval for any future residential development in this location when development approval is required.”

Officers are now taking the necessary steps to ensure the By-law is revoked.

The intent in revoking the By-law is to enable Council to have more flexibility when developing and enacting strategy to optimise the use of residential land in Quairading.

Council has had 12 residential blocks for sale on Edwards Way/Reid Street for 15 - 20 years. Council owns 10 additional residential blocks that have remained vacant for a similar time period.

The current lot locations are:

Asset Code	Asset Name	Date Acquired	Location Description	
1034	LAND - LOT 93 (28) AVON STREET	30/06/2002	VACANT LAND	Residential
1041	LAND - LOT 345 (14) MACDONALD STREET	15/12/2011	VACANT LAND	Residential
1105	LAND - LOT 158 (5) GROWDEN STREET	30/06/2000	VACANT LAND	Residential
1106	LAND - LOT 159 (3) GROWDEN STREET	30/06/2000	VACANT LAND	Residential
1138	LAND - LOT 92 (26) AVON SRTEET		VACANT LAND	Residential
1145	LAND - LOT 33 (8) MCLENNAN STREET		VACANT LAND	Residential
1146	LAND - LOT 34 (10) MCLENNAN STREET	30/06/2014	VACANT LAND	Residential
1150	LAND - LOT 175 (5) WOOD STREET		VACANT LAND	Residential
1151	LAND - LOT 176 (3) WOOD STREET		VACANT LAND	Residential
1152	LAND - LOT 177 (1) WOOD STREET		VACANT LAND	Residential
1158	LAND - LOT 1 (1) JUNCTION ROAD		VACANT LAND	LIA
1161	LAND - LOT 75 (15) JUNCTION ROAD		VACANT LAND	LIA
1200	LHFR - LOT 301 (8) EDWARDS WAY	30/06/2017	VACANT LAND	Residential
1201	LHFR - LOT 302 (6) EDWARDS WAY	30/06/2017	VACANT LAND	Residential
1202	LHFR - LOT 303 (4) EDWARDS WAY	30/06/2017	VACANT LAND	Residential
1203	LHFR - LOT 304 (2) EDWARDS WAY	30/06/2017	VACANT LAND	Residential
1204	LHFR - LOT 305 (15) REID STREET	30/06/2017	VACANT LAND	Residential
1205	LHFR - LOT 328 (11) EDWARDS WAY	30/06/2017	VACANT LAND	Residential
1206	LHFR - LOT 321 (9) EDWARDS WAY	30/06/2017	VACANT LAND	Residential
1207	LHFR - LOT 323 (5) EDWARDS WAY	30/06/2017	VACANT LAND	Residential
1208	LHFR - LOT 324 (3) EDWARDS WAY	30/06/2017	VACANT LAND	Residential
1209	LHFR - LOT 325 (1) EDWARDS WAY	30/06/2017	VACANT LAND	Residential
1210	LHFR - LOT 326 (19) EDWARDS WAY	30/06/2017	VACANT LAND	Residential
1211	LHFR - LOT 327 (21) REID STREET	30/06/2017	VACANT LAND	Residential

There are also five abandoned residential homes or vacant lots that Council intends to acquire in the immediate future.

Multiple real estate agents across the Wheatbelt have provided the same information. There once was high-level interest in relocating to Quairading due to the affordability of blocks. However, over the past decade there has been a decline in vacant land sales in Quairading, which has resulted in values lowering. This is because the Shire has (sometimes) stringently adhered to a 'brick and tile' policy when we possibly might have been able to be more lenient.

The By-law is being removed because of Council concern that escalated building costs and the Shire of Quairading's building envelope would mean people would continue to buy elsewhere if the By-law is not removed.

The Three Challenges

Whilst there was unanimous support by Council for the removal of the By-law, there remain challenges to populating the vacant lots.

1. There was concern raised by some Council members that the standard and quality of housing might decline in certain areas of Quairading without the By-law. Whilst Development Approvals would need to adhere to Town Planning Scheme No. 3 and the Building Code, less quality housing would be eligible under this approval stream. This includes modular housing.
2. The cost of buying land and building on that land in Quairading remains largely cost-prohibitive because outlay exceeds the value of the final product.

The Proposed Solution

After extensive research into building solutions and a commissioned soil survey, officers offer the following recommendation:

1. Council to role model investment in housing construction in the Shire of Quairading to regenerate confidence in building on vacant blocks, thereby demonstrating that it is now feasible to do this without the local law in place. The project is low-risk and comprises of constructing one house which may or may not increase in value by the time the construct is finished. The final use of the house will be at the discretion of the Council that is in place once the construction is complete and, based on the needs of Quairading at that point in time.
2. Council funds the construction of one four-bedroom/two-bathroom house on Lot 5 Edwards Way, Quairading. This will ensure the housing is of a quality standard, delivered in a timely manner.
3. The cost of construction to be funded initially through reserves and then recovered through the sale of 8 Dall Street, Quairading (approximate value \$180,000) and 64 Coraling Street, Quairading (approximate value \$150,000). Dall Street is currently used by the Executive Manager, Economic Development and Coraling Street is the house to be offered to the migrant family.
4. On completion of construction, the house would either be sold outright or swapped out for an existing older house currently used by an employee (i.e. relocate the employee into the new house and sell the old house). Either way, the money from the sale of the new or old property would be re-invested into constructing a house (using the same model) the following year. Council will be able to construct a house at a lower cost than the public because the land is owned outright by the Shire.
5. Dependent on the success or otherwise of the project, Council could continue, year by year, to construct a house, sell the house and use the proceeds from the sale of the house to construct the next house. It may be that more than one older house will need to be sold to fund the construction of the new house the following year.

Information to Consider

Worthy of noting when considering the recommendation and associated attachments:

1. Council owns a number of residential houses which have not been maintained for some years. Given the low market value of the properties and the projected cost of refurbishing the houses, the land-to-asset ratio is poor.

The land-to-asset ratio is the proportion of the overall property value made up of the land component. For example, if a property has a purchase price of \$500,000, and the land value alone is \$250,000, the land-to-asset ratio is 50 per cent. Knowing the land-to-asset ratio of a property is important because rising land value is the primary driver of price growth, whereas on most occasions the dwelling is depreciating in value. For this reason, it pays to have an optimal percentage of the property made up of the land value. The ideal is where the land represents 70 per cent of the value of the property, with 50 per cent as the minimum. It is acknowledged that in the town of Quairading, this is simply not possible in the current climate.

2. Eight building companies were contacted for the purposes of advice, recommendation and quote. However, only two will build in Quairading, being WA Country Builders (Rural Building Co) and Ross Squire Homes. The recommended options and quotes from both companies are attached.
3. While officers are recommending the sale of 8 Dall Street, Quairading (approximate value \$180,000) and 64 Coraling Street, Quairading (approximate value \$150,000) to offset the construction costs, other residential properties owned by the Shire that may be considered for sale are attached as Attachment [1].
4. The final house and land product would have an estimated market/retail value of \$320,000 to \$380,000, allowing for a cost-neutral project or a small profit.

CAVEATS

Whilst I appreciate that some Councillors may be more comfortable to determine now the future use of the house, consideration should be given to the following:

1. A decision of that type made today is largely irrelevant, given that the decision will be made by the composite of people elected to Council in two to three years' time once construction is complete.
2. Whether the house is sold outright or not will depend on the housing market in two to three years' time. Council cannot predict this, nor can anyone else.
3. Whether the house is used to house employees or not will depend on the composite of staff in two to three years' time and whether the 'drive in – drive out' executive model is still in use.
4. Construction companies have not been prepared to place a firm figure on construction costs without us moving closer towards a specific build.
5. Real estate agents have not been willing to predict a resale value two to three years into the future.

COST-BENEFIT

Council has requested a cost-benefit analysis of the project, however, the simplicity of the project deems this to be a redundant piece of work. Assuming the construction of the Ross Squire Homes: Sheok:

	Outgoing	Incoming
Construction	\$350,000	
Sales		\$330,000
Loss/Profit	Unknown. Plus or minus \$20,000, dependent on the market at the time construction is complete.	

In terms of the larger cost-benefit issue, Council is encouraged to consider the cost to the local economy, should industry want to establish in Quairading but be unable to because there is no housing for workers.

A. POTENTIAL HOUSING OPTIONS**OPTION 1: Modular Home (NOT recommended)**

Council officers have been in contact with modular housing providers, one who has recommended designs specific to the Edwards Way blocks and indicative costs for the houses to be built. Please refer to Attachments [2], [3] & [4].

The suggested house designs to consider are:

- Donnybrook (Attachment [2]) a 3x1 “traditional” style home starting at \$201,366.00
- Somerset (Attachment [3]) a 4x2 “traditional” style home starting at \$258,431.00
- Langley (Attachment [4]) 4x2 “traditional” style home starting at \$224,034.00

Advantages

- The construction costs are affordable;
- A current real estate analysis (which includes current real estate available in Quairading) indicates cost-recovery to a moderate profit; and
- Workers relocating to Quairading with their families and supporting the school, small business, medical practice, hospital, and light industry will result in an increase in population and economic growth.

Disadvantages

- The houses are of a lesser quality and are no cheaper than other options considered and recommended for this project purpose. Whilst the costs are considered affordable (by national standards)), by the time earthworks, landscaping, painting and other trades are included, the price is closer to \$350,000 for a four-bedroom, two-bathroom home.
- The houses are lesser quality than those already existing on Reid Street, and this may result in objection from the owners of those properties.

OPTION 2: Timber Frame & Steel Roof Sheeting Home: Completion (RECOMMENDED AS A POTENTIAL OPTION)

Ross Squire Homes recommend the following timber frame and steel options from their Affordable Country Homes range:

a. Wandoo (Floor plans and elevation attached as (Attachment [5])).

- Construction in Quairading
- Internal and external painting
- Main area floor coverings
- Window treatments
- Landscaping

\$300,000

b. Sheok (Floor plans and elevation attached as (Attachment [6])).

- Construction in Quairading
- Internal and external painting
- Main area floor coverings
- Window treatments
- Landscaping

\$350,000

Advantages

- A higher quality of construction and level of aesthetic appeal than modular housing for the same price;
- The construction costs are affordable;
- A current real estate analysis (which includes current real estate available in Quairading) indicates cost-recovery to a moderate profit; and
- Workers relocating to Quairading with their families and supporting the school, small business, medical practice, hospital and light industry will result in an increase in population and economic growth.

Disadvantages

- Whilst the construction costs are considered affordable (by national standards), the project at completion will either be cost-neutral or will offer only a small profit.
- While a higher quality of construction and aesthetic appeal than modular housing, the houses are still lesser quality than those already existing on Reid Street and this may result in objection from the owners of those properties.

OPTION 3: Timber Frame & Steel Roof Sheeting Home: Basic Construction (RECOMMENDED AS A POTENTIAL OPTION)

An alternate option is to construct a Ross Squire Homes building to basic construction standard only. For this purpose, Ross Squire Homes again recommend the following timber frame and steel options from their Affordable Country Homes range:

- a. Wandoo (Floor plans and elevation attached as (Attachment [5])).

\$240,000

- b. Sheok (Floor plans and elevation attached as (Attachment [6])).

\$290,000

Under this model, the following is NOT included:

- Internal and external painting
- Main area floor coverings
- Window treatments
- Landscaping
- Sewer (mains), power and water connections
- Cut and fill

Should the cost-benefit demonstrate the viability of this model, Council workers would either perform these additional works using internal resources or engage local trades to perform the works. Alternately, Council would have the option of selling the building incomplete if there was an interested party.

Advantages

- Greater flexibility in terms of where Council exits the project;
- More flexibility in terms of the build schedule and the ability to modify the project according to the market at a later date;
- Potentially, a reduced cost in terms of delivery of the additional works;
- A higher quality of construction and level of aesthetic appeal than modular housing for the same price;
- The construction costs are affordable;
- A current real estate analysis (which includes current real estate available in Quairading) indicates cost-recovery to a moderate profit; and
- Workers relocating to Quairading with their families and supporting the school, small business, medical practice, hospital and light industry will result in an increase in population and economic growth.

Disadvantages

- Increased level of work for Shire employees;
- Whilst the construction costs are considered affordable (by national standards), the project at completion will either be cost-neutral or will offer only a small profit.

- While a higher quality of construction and aesthetic appeal than modular housing, the houses are still lesser quality than those already existing on Reid Street and this may result in objection from the owners of those properties.

OPTION 4: Brick & Steel Roof Sheeting Home: Completion (RECOMMENDED AS A POTENTIAL OPTION)

WA Country Builders offer an array of housing models with double clay brick construction and steel roof sheeting ranging from \$220,000 to \$340,000. However, they will not provide a specific price on a house without a soil condition report. Officers have commissioned a soil condition report. Samples of the available housing are provided as Attachment [7], [8] & [9].

Advantages

- A higher quality of construction and level of aesthetic appeal than modular housing for the same price;
- The houses are of similar quality to those already existing on Reid Street and this may result in less objection from the owners of those properties.
- The construction costs are affordable.
- A current real estate analysis (which includes current real estate available in Quairading) indicates cost-recovery to a moderate profit; and
- Workers relocating to Quairading with their families and supporting the school, small business, medical practice, hospital, and light industry will result in an increase in population and economic growth.

Disadvantages

- Whilst the construction costs are considered affordable (by national standards), the project at completion will either be cost-neutral or will offer only a small profit.

STATUTORY ENVIRONMENT

By-Law Relating to Buildings - Brick Area (582) 24 February 1970

By-Law Relating to Buildings - Brick Area Amendment (787) 3 March 1995

Planning and Development Act 2005

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The financial implications will vary depending on what Council decide to do with the vacant lots.

ALIGNMENT WITH STRATEGIC PRIORITIES

- 3.3 Built Environment:** Improvements to building infrastructure including our sport and recreation facilities, residential and service delivery facilities following considered cost benefit analysis models and venue management plans
- 5.2 Governance & Leadership:** Forward planning and implementation of plans to determine Strategic Plan and service levels

5.3 Governance & Leadership: Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community

CONSULTATION

Real estate agents, Town Planning personnel, CEOs of multiple Wheatbelt Shires, housing providers.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

The resale value/return on investment for local properties remains low.

Asset Management Plan is non-compliant due to aging assets and increasing costs.

RISK ASSESSMENT

	Option 1
Financial	Low <i>The project is anticipated to be cost-neutral or to be the subject of a small profit.</i>
Health	N/A
Reputation	Medium <i>There appears to be a high-level desire from the general community for Council to be active in terms of enacting strategies to generate population growth.</i>
Operations	Low <i>All options can be enacted with minimal interruptions to operations.</i>
Natural Environment	N/A

	Consequence				
Likelihood	Insignificant	Minor	Moderate	Major	Critical
Rare	LOW Accept the risk Routine management	LOW Accept the risk Routine management	LOW Accept the risk Routine management	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review
Unlikely	LOW Accept the risk Routine management	LOW Accept the risk Routine management	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review
Possible	LOW Accept the risk Routine management	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review	HIGH Quarterly senior management review
Likely	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review	HIGH Quarterly senior management review	EXTREME Monthly senior management review
Almost certain	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review	EXTREME Monthly senior management review	EXTREME Monthly senior management review

COMMENT

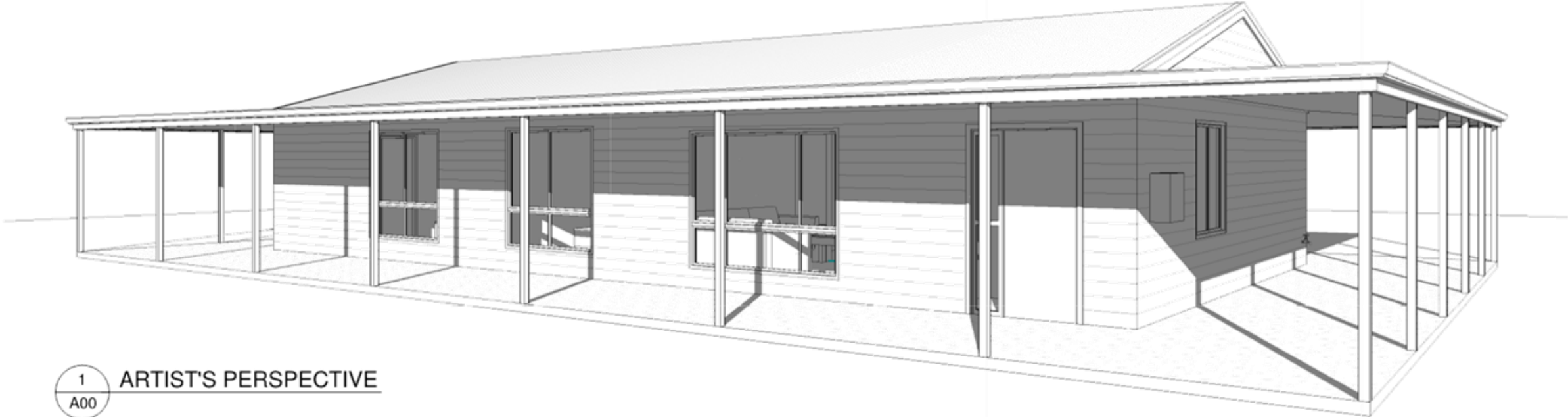
Nil

COMMENTS AFFECTING COUNCIL DECISION

Council discussed that the selling of Council housing was not going to affect the local market, and many/most of the houses that Council currently have on the asset register are going to cost more than it is worth in renovations and repairs. It was discussed that it was timely to get this item moving.

Cr Cowcill said she would like to see upgrading aged care accommodation be a priority (Arthur Kelly Village).

House	Year built	Year last rated	Rating	Comment
Lot 190 McLennan Street	1985	2021	3	Grounds keepers house at oval - just had kitchen redone and has new bathroom and painted since last inspecting - I expect the rating to be much higher now
8 Murphy Street	?	2020	3	(Mould house - getting demolished)
19 Harris Street (Doctor	1967	2021	3.1	
8 Dall Street	1999	2021	3.2	
19 Powell Street	1970's (?)	2021	3.2	
64 Coraling Street	1967	2021	3.3	Mould issues
28 Reid Street	2005	2021	3.4	
50A & 50 B Suburban Rd	1994	2020	3.5	
31 Dall Street	1993	2021	3.5	
74 McLennan Street	2001	2021	3.6	
14 Reid Street	2008	2021	3.6	
7 Edwards Way	2014	2021	3.8	
Arthur Kelly Village	1976	2021	Between 3-3.2	



1
A00

ARTIST'S PERSPECTIVE

copyright. This document is and shall remain the property of Quality Builders PTY LTD ©

TRANS HOMES
A Division Of Quality Builders
PO Box 303, Kalamunda WA 6926
(08) 9454 9522
www.qualitybuilders.com.au

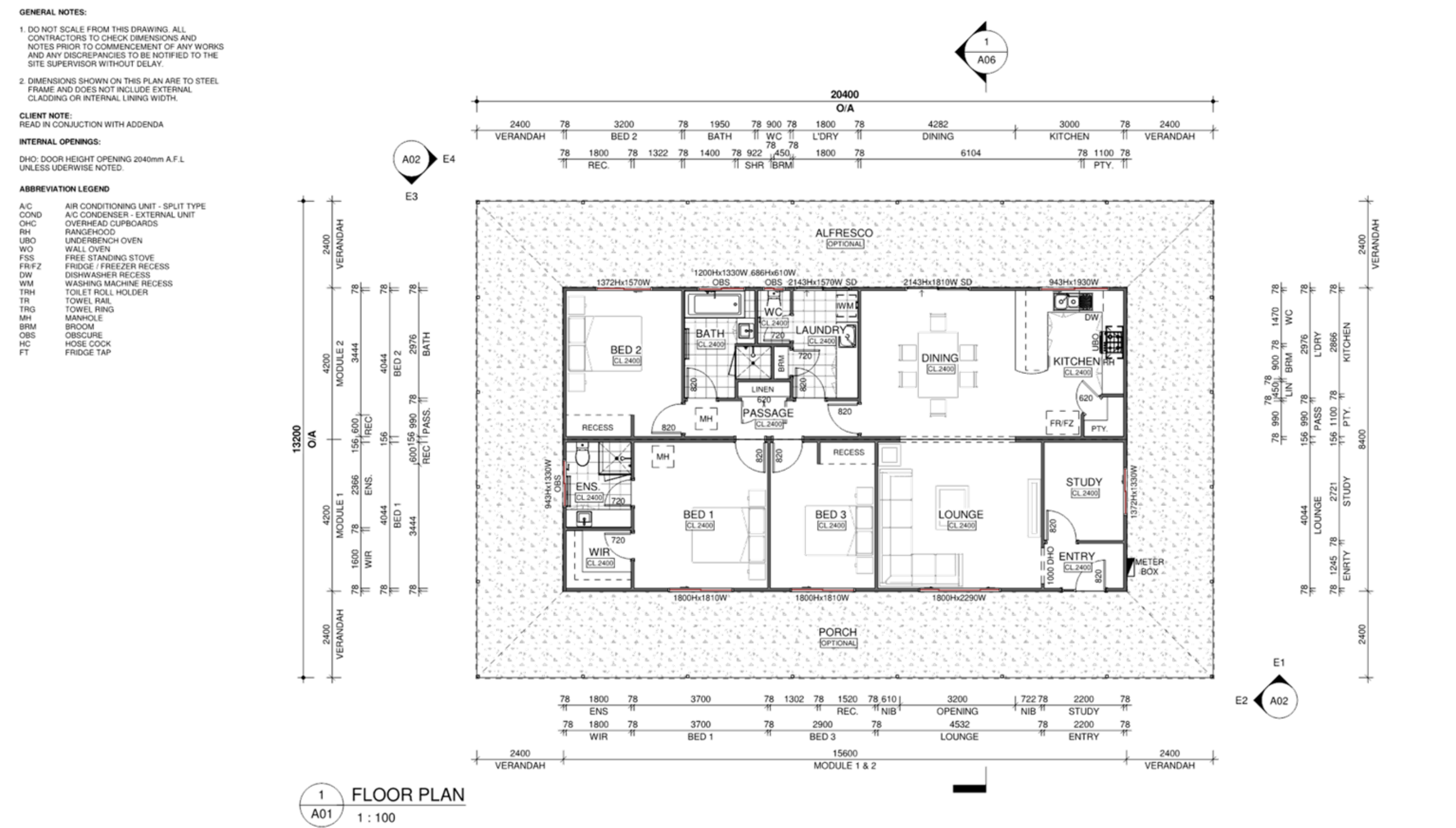


A	PREPARE STANDARD DESIGN	RIR	22/02/2021

SHEET CONTENT:		
PERSPECTIVE		
DATE:	DRAWN BY:	CHECKED BY:
21/02/2021	RIR	JH

PROPOSED RESIDENCE FOR		
DONNYBROOK 3 BED + 2 BATH		
PROJECT NO.	DWG. NO.	REV.

STANDARD DESIGN



STANDARD DESIGN			
SHEET CONTENT:			
FLOOR PLAN			
PROPOSED RESIDENCE FOR			
DONNYBROOK			
3 BED + 2 BATH			
DATE:		DRAWN BY:	
22/02/2021		RIR	
CHECKED BY:		JH	
PROJECT NO.		DWG. NO.	
A		REV.	
PREPARE STANDARD DESIGN		RIR	
22/02/2021		JH	

TRANS HOMES

A Division Of Quality Builders

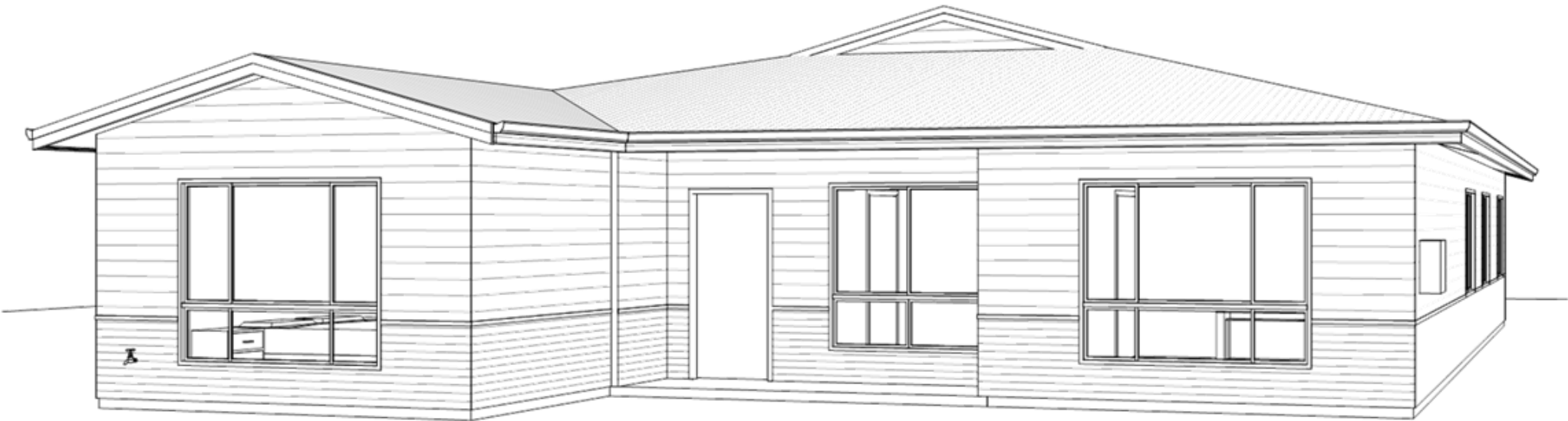
PO Box 303, Kalamunda WA 6926

(08) 9454 9522

www.qualitybuilders.com.au

copyright: This document is and shall remain the property of Quality Builders PTY LTD ©





<div>copyright: This document is and shall remain the property of Quality Builders PTY LTD ©</div> <div>TRANS HOMES A Division Of Quality Builders PO Box 303, Kalamunda WA 6926 (08) 9454 9522 www.qualitybuilders.com.au</div> <div></div>				SHEET CONTENT:			STANDARD DESIGN		
				ARTIST'S PERSPECTIVE			PROPOSED RESIDENCE FOR		
				DATE:	DRAWN BY:	CHECKED BY:	SOMERSET		
				22/02/2021	RIR	JH	4 BED + 2 BATH		
A PREPARE STANDARD DESIGN RIR 22/02/2021				PROJECT NO.	DWG. NO.	REV.			

GENERAL NOTES:

1. DO NOT SCALE FROM THIS DRAWING. ALL CONTRACTORS TO CHECK DIMENSIONS AND NOTES PRIOR TO COMMENCEMENT OF ANY WORKS AND ANY DISCREPANCIES TO BE NOTIFIED TO THE SITE SUPERVISOR WITHOUT DELAY.
2. DIMENSIONS SHOWN ON THIS PLAN ARE TO STEEL FRAME AND DOES NOT INCLUDE EXTERNAL CLADDING OR INTERNAL LINING WIDTH.

CLIENT NOTE:

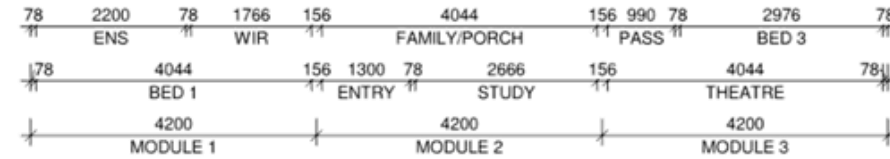
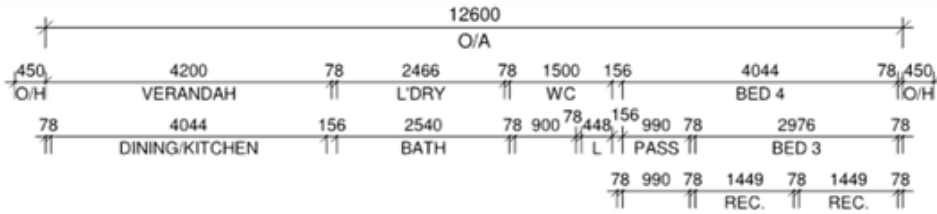
READ IN CONJUNCTION WITH ADDENDA

INTERNAL OPENINGS:

DHO: DOOR HEIGHT OPENING 2040mm A.F.L. UNLESS UDERWISE NOTED.

ABBREVIATION LEGEND

A/C	AIR CONDITIONING UNIT - SPLIT TYPE
COND	A/C CONDENSER - EXTERNAL UNIT
RH	RANGEHOOD
UBO	UNDERBENCH OVEN
FR/FZ	FRIDGE / FREEZER RECESS
DW	DISHWASHER RECESS
WM	WASHING MACHINE RECESS
TRH	TOILET ROLL HOLDER
DTR	DOUBLE TOWEL RAIL
TRG	TOWEL RING
MH	MANHOLE
BRM	BROOM
OBS	OBSOLETE
FT	FRIDGE TAP
HC	HOSE COCK



1 FLOOR PLAN
A01 1 : 100

7.66m²
...00m²
4.20m²
11.86m²

3.73m²
...-m²
13.73m²

Copyright: This document is and shall remain the property of Quality Builders PTY LTD ©

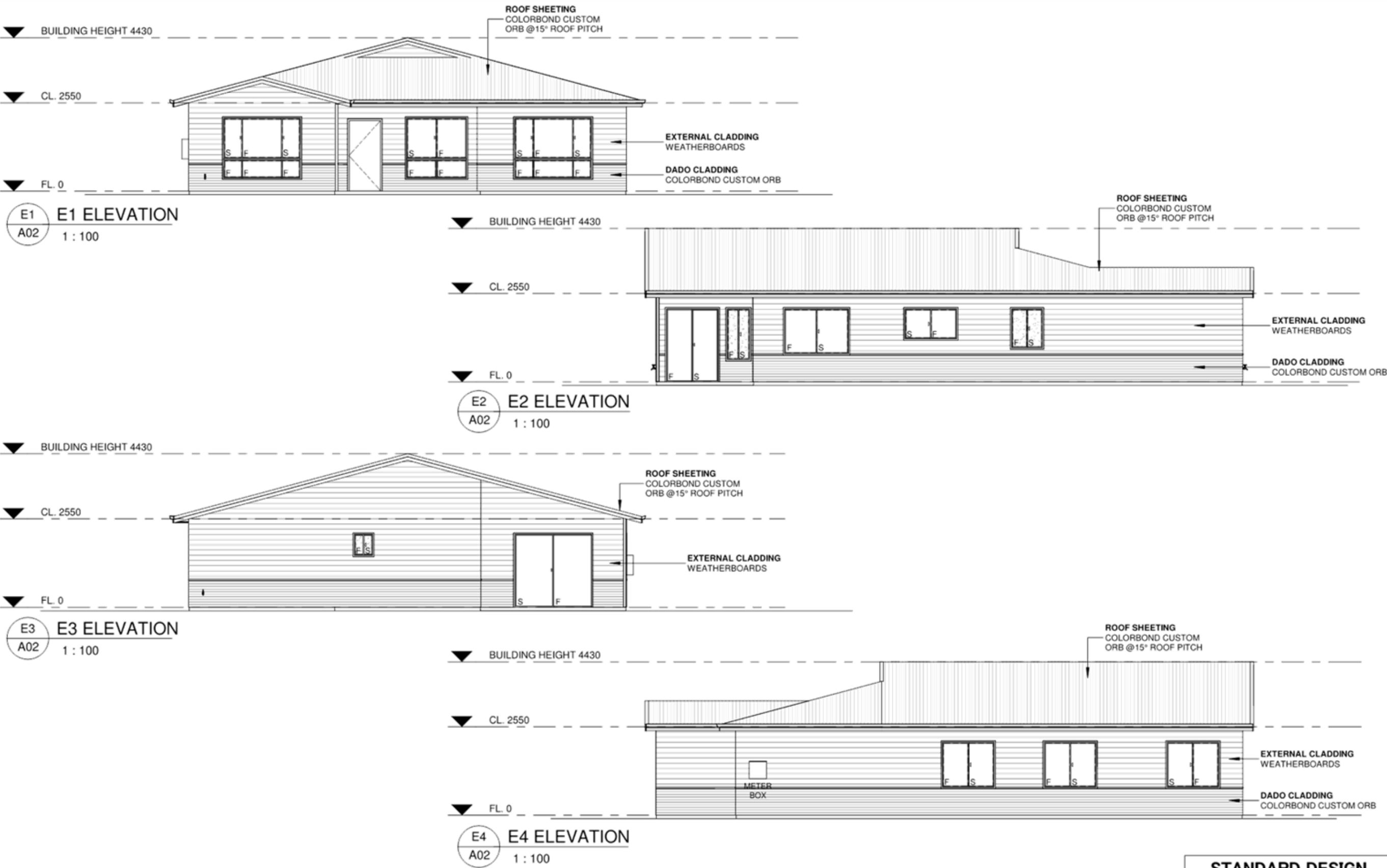
TRANS HOMES
A Division Of Quality Builders
PO Box 303, Kalamunda WA 6926
(08) 9454 9522
www.qualitybuilders.com.au



A	PREPARE STANDARD DESIGN	RIR	22/02/2021		

SHEET CONTENT:		
FLOOR PLAN		
DATE:	DRAWN BY:	CHECKED BY:
22/02/2021	RIR	JH

PROPOSED RESIDENCE FOR		
SOMERSET 4 BED + 2 BATH		
PROJECT NO.	DWG. NO.	REV.



copyright. This document is and shall remain the property of Quality Builders PTY LTD ©

TRANS HOMES
A Division Of Quality Builders
PO Box 303, Kalamunda WA 6926
(08) 9454 9522
www.qualitybuilders.com.au




A	PREPARE STANDARD DESIGN	RIR	22/02/2021

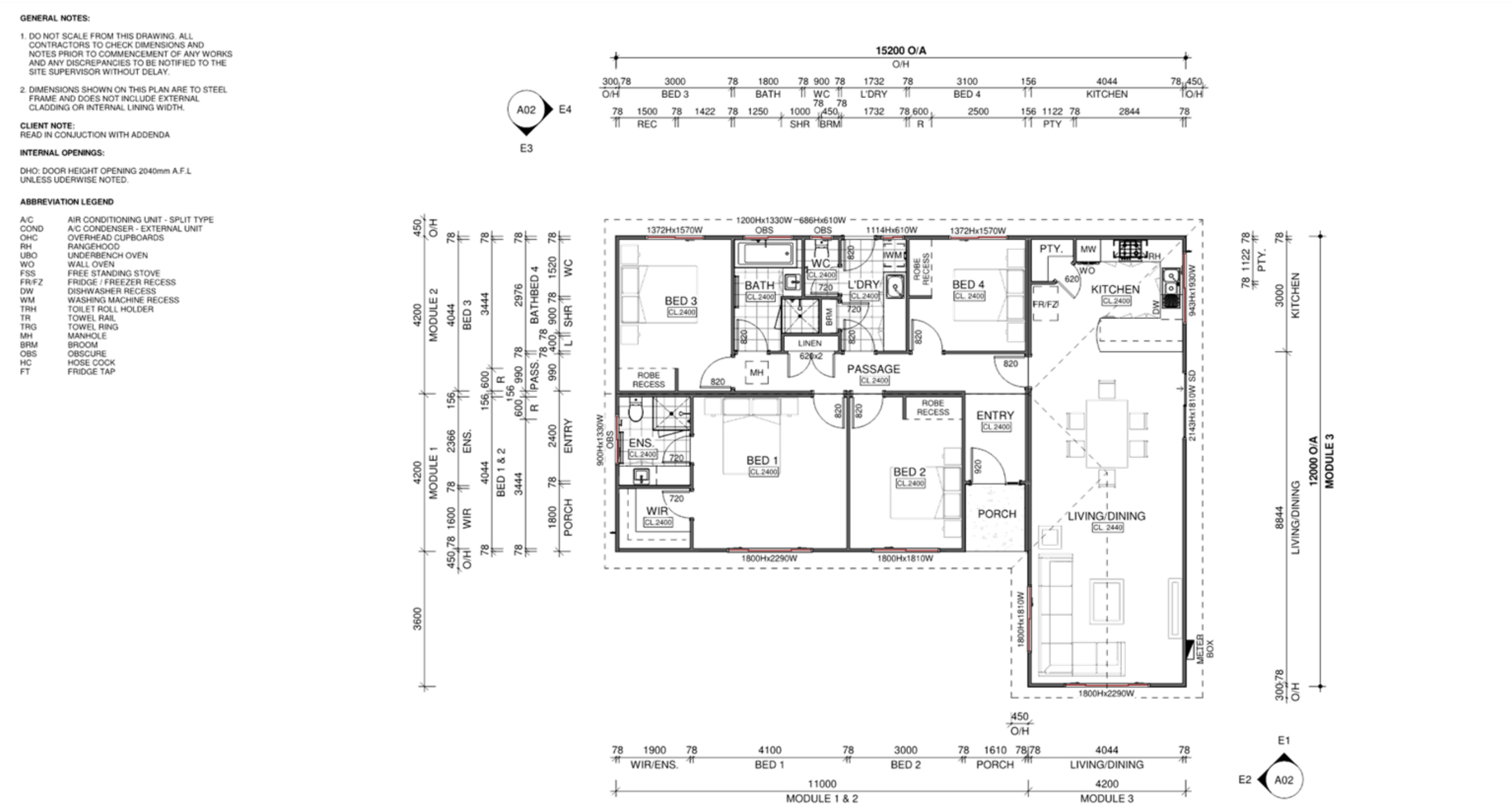
SHEET CONTENT:		
ELEVATIONS		
DATE:	DRAWN BY:	CHECKED BY:
22/02/2021	RIR	JH

PROPOSED RESIDENCE FOR		
SOMERSET		
4 BED + 2 BATH		
PROJECT NO.	DWG. NO.	REV.

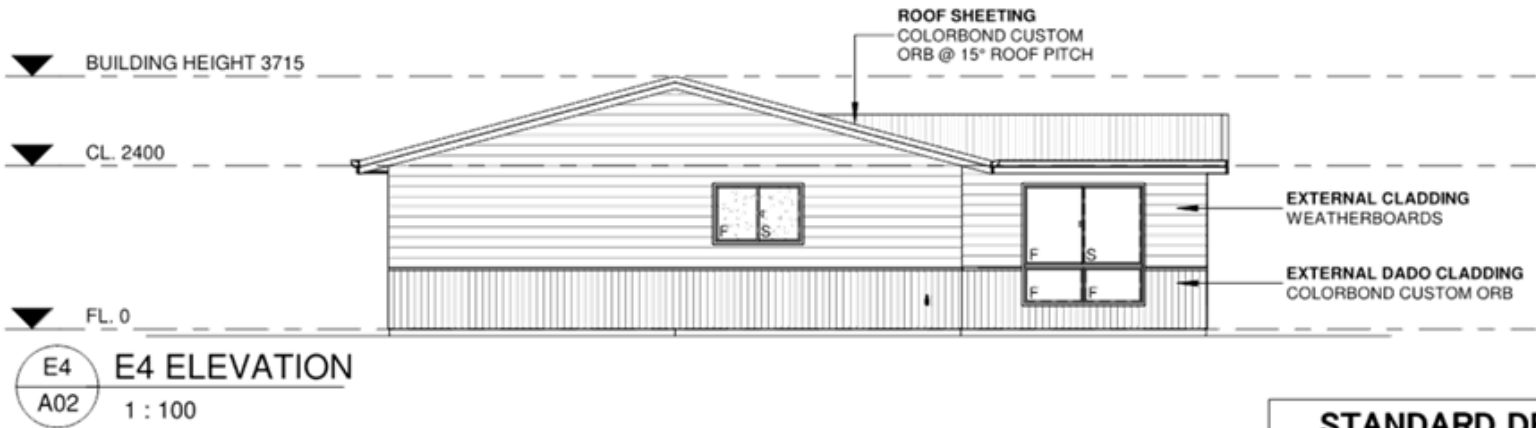
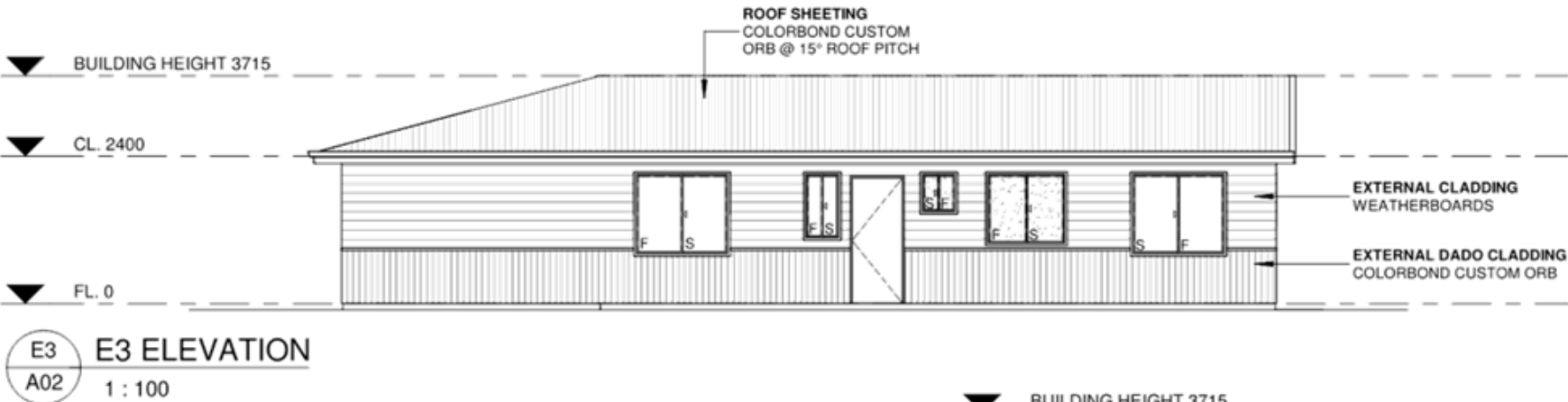
STANDARD DESIGN



STANDARD DESIGN									
<div>Copyright: This document is and shall remain the property of Quality Builders PTY LTD ©</div> <div>TRANS HOMES A Division Of Quality Builders PO Box 303, Kalamunda WA 6926 (08) 9454 9522 www.qualitybuilders.com.au</div> <div></div>				<div>SHEET CONTENT:</div> <div>ARTIST'S PERSPECTIVE</div> <div>DATE: 19/02/2021DRAWN BY: RIRCHECKED BY: JH</div>				<div>PROPOSED RESIDENCE FOR</div> <div>LANGLEY Mk. III 4 BED + 2 BATH</div>	
A	STANDARD DESIGN	RIR	19/02/2021				PROJECT NO.	DWG. NO.	REV.



<div>copyright: This document is and shall remain the property of Quality Builders PTY LTD ©</div> <div><div>TRANS HOMES</div><div>A Division Of Quality Builders</div><div>PO Box 303, Kalamunda WA 6926</div><div>(08) 9454 9522</div><div>www.qualitybuilders.com.au</div></div> <div></div>						SHEET CONTENT:			PROPOSED RESIDENCE FOR		
						FLOOR PLAN			LANGLEY Mk. III		
						DATE:			DRAWN BY:		CHECKED BY:
						19/02/2021			RIR		JH
A		STANDARD DESIGN		RIR		19/02/2021		PROJECT NO.		DWG. NO.	REV.



copyright. This document is and shall remain the property of Quality Builders PTY LTD ©

TRANS HOMES
A Division Of Quality Builders
PO Box 303, Kalamunda WA 6926
(08) 9454 9522
www.qualitybuilders.com.au



A	STANDARD DESIGN	RIR	19/02/2021

SHEET CONTENT:

ELEVATIONS

DATE:

19/02/2021

DRAWN BY:

RIR

CHECKED BY:

JH

PROPOSED RESIDENCE FOR

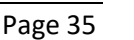
LANGLEY Mk. III
4 BED + 2 BATH

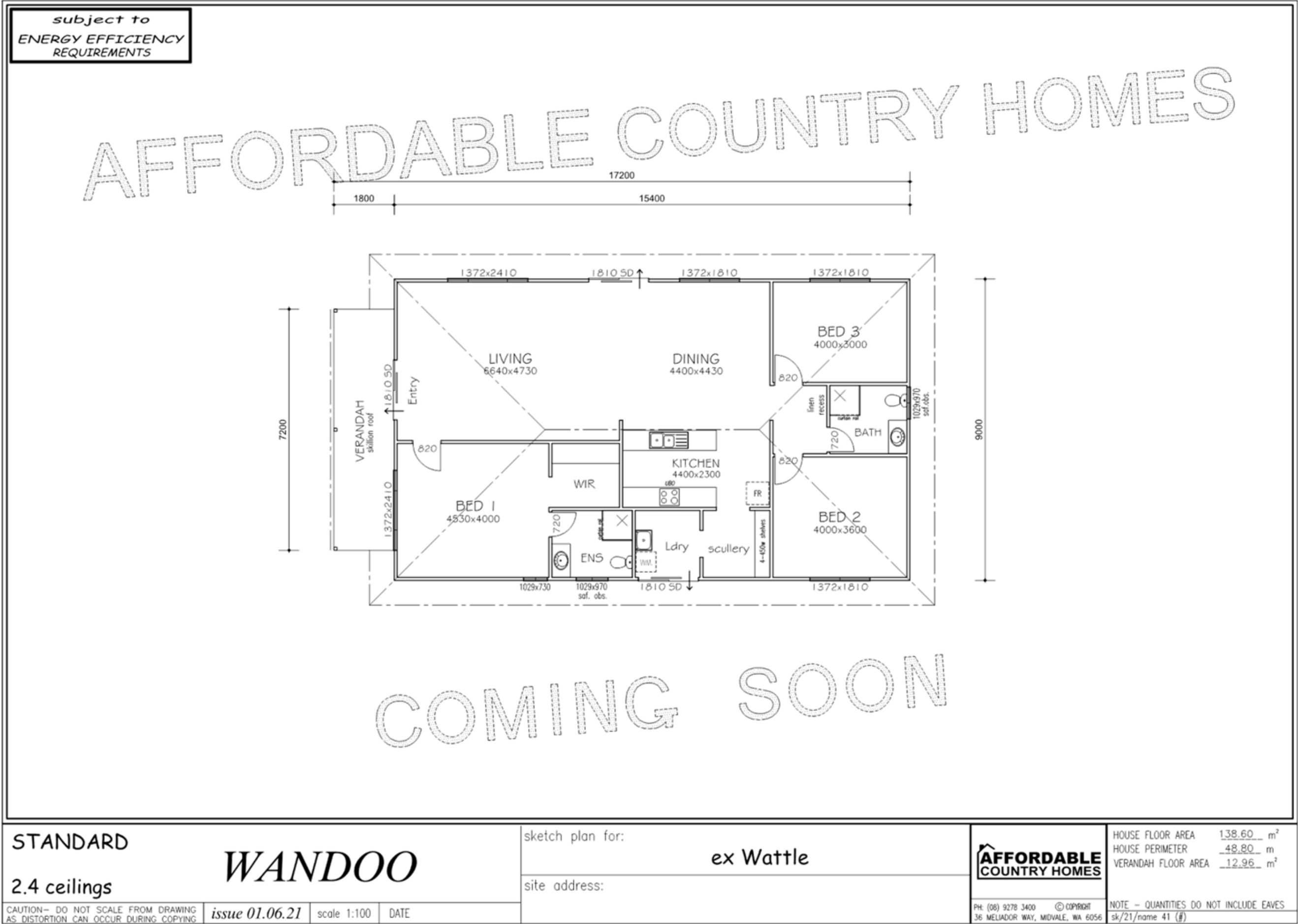
PROJECT NO.

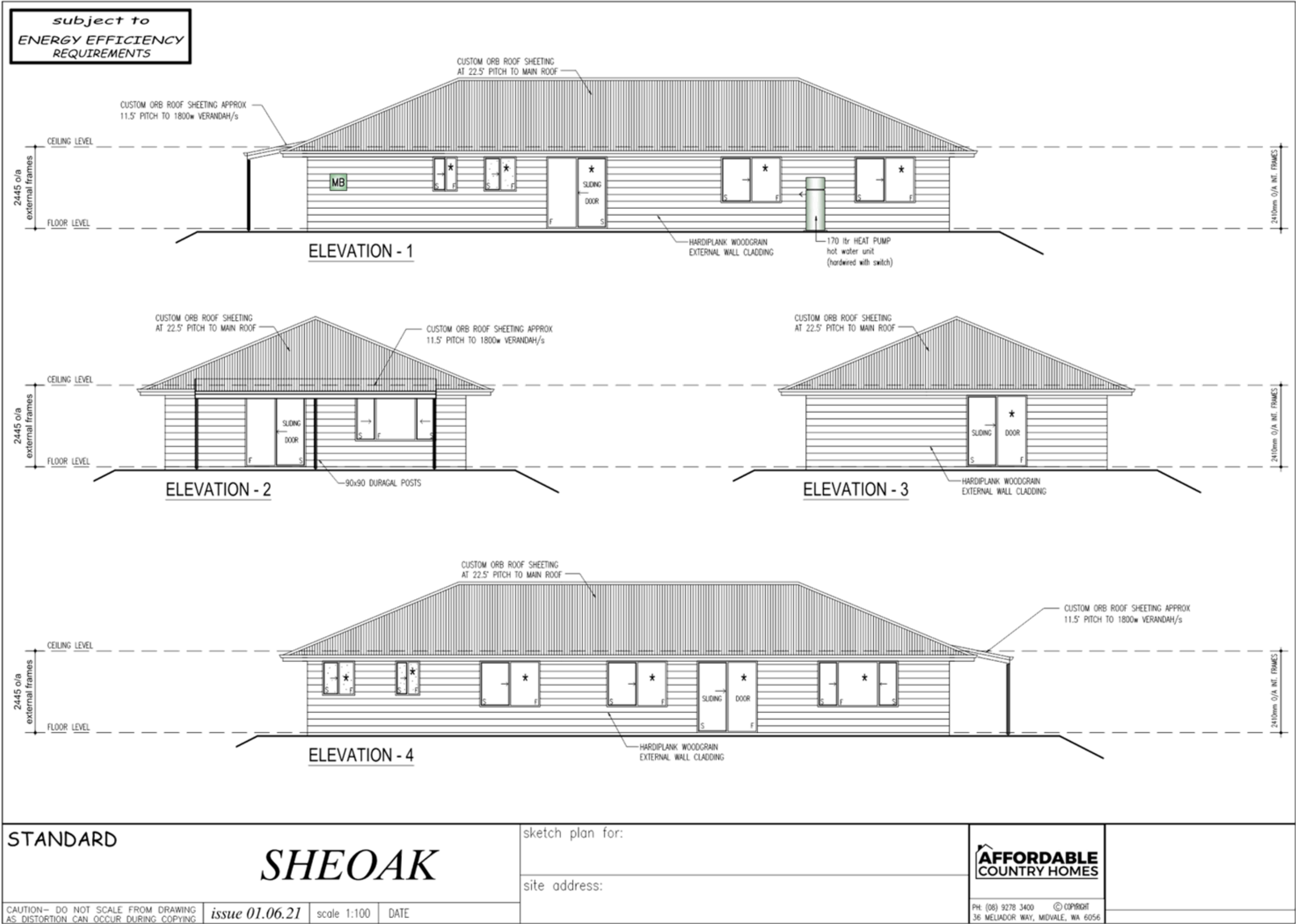
DWG. NO.

REV.

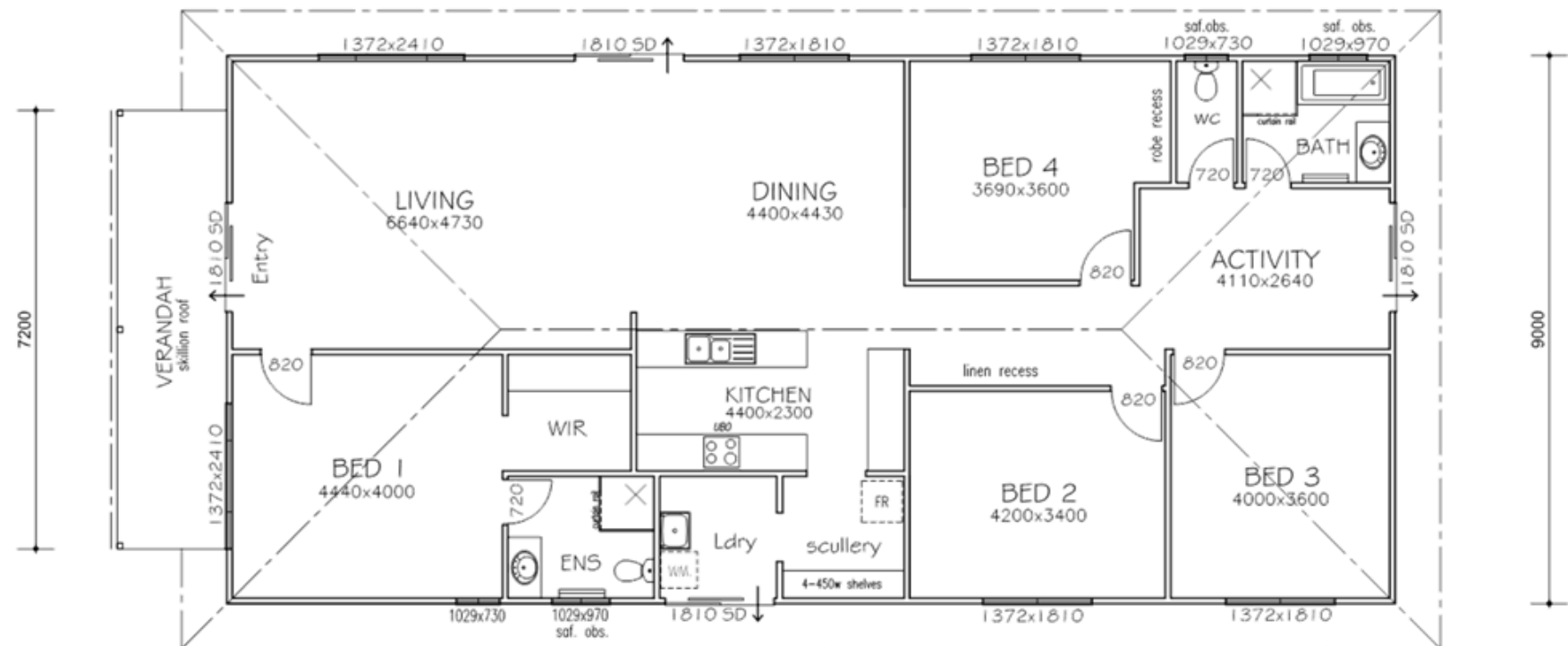
STANDARD DESIGN





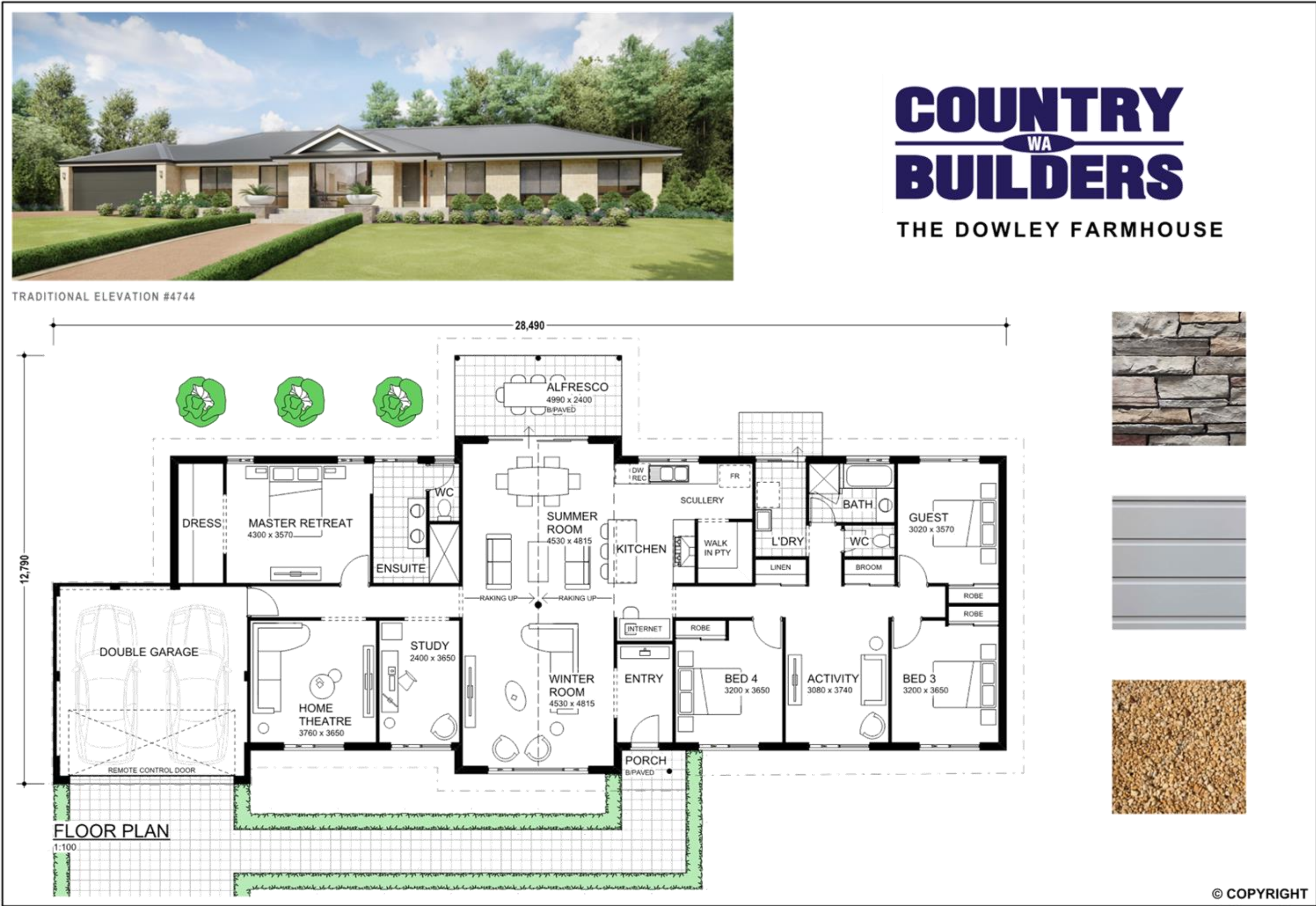


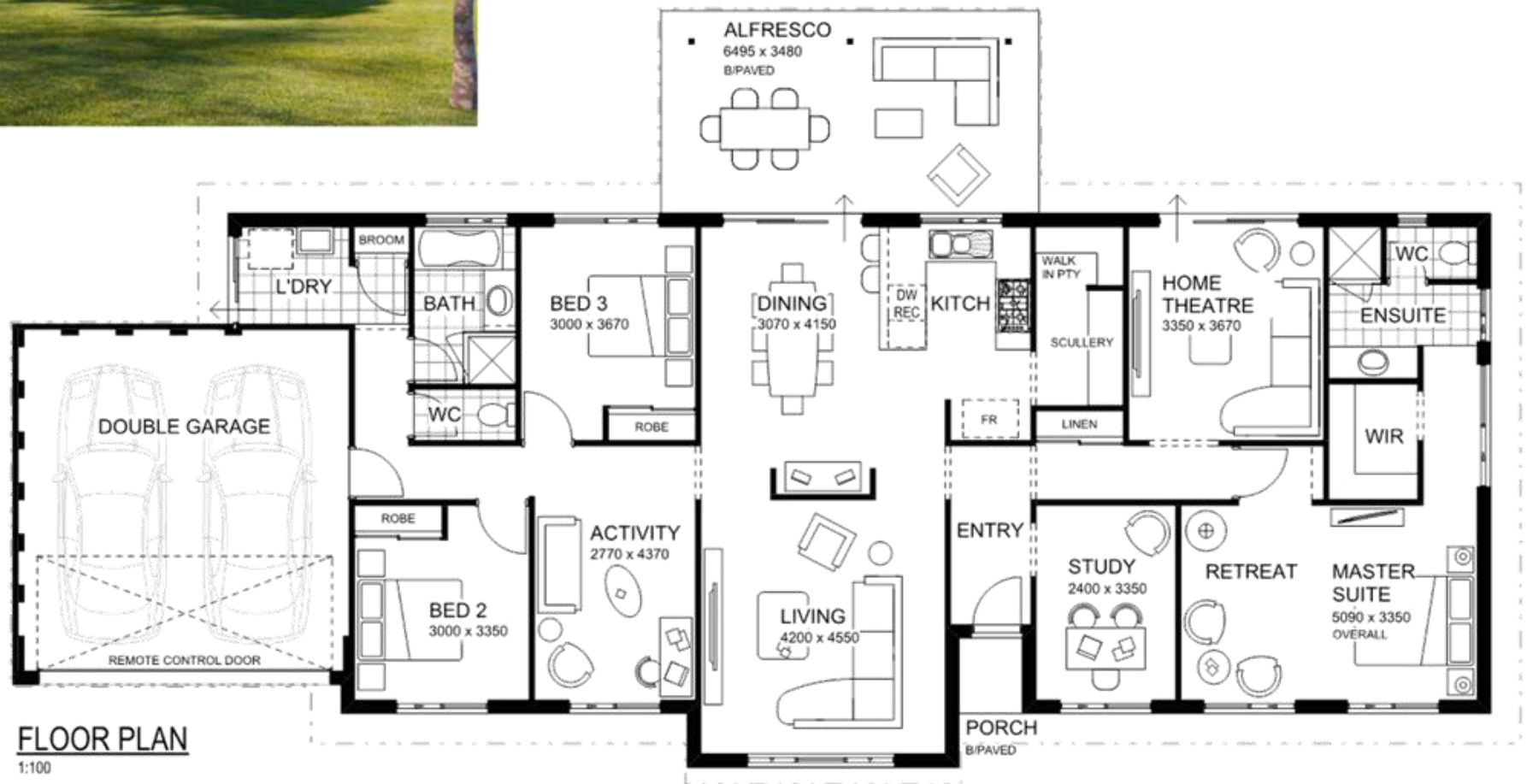
Technical drawing of a sign for "AFFORDABLE COUNTRY HOMES". The sign is rectangular with a total width of 21000 and a height of 1800. The text "AFFORDABLE COUNTRY HOMES" is displayed in a large, outlined, sans-serif font across the top. The word "AFFORDABLE" is on the left, "COUNTRY" is in the middle, and "HOMES" is on the right. The dimensions are indicated by a horizontal line at the bottom with tick marks at the left, the start of "AFFORDABLE", the end of "AFFORDABLE", and the right edge. The dimension 1800 is shown below the first segment, and 21000 is shown above the entire length.



COMING SOON

NOTE - QUANTITIES DO NOT INCLUDE EAVES
sk/21/name 41 (#)

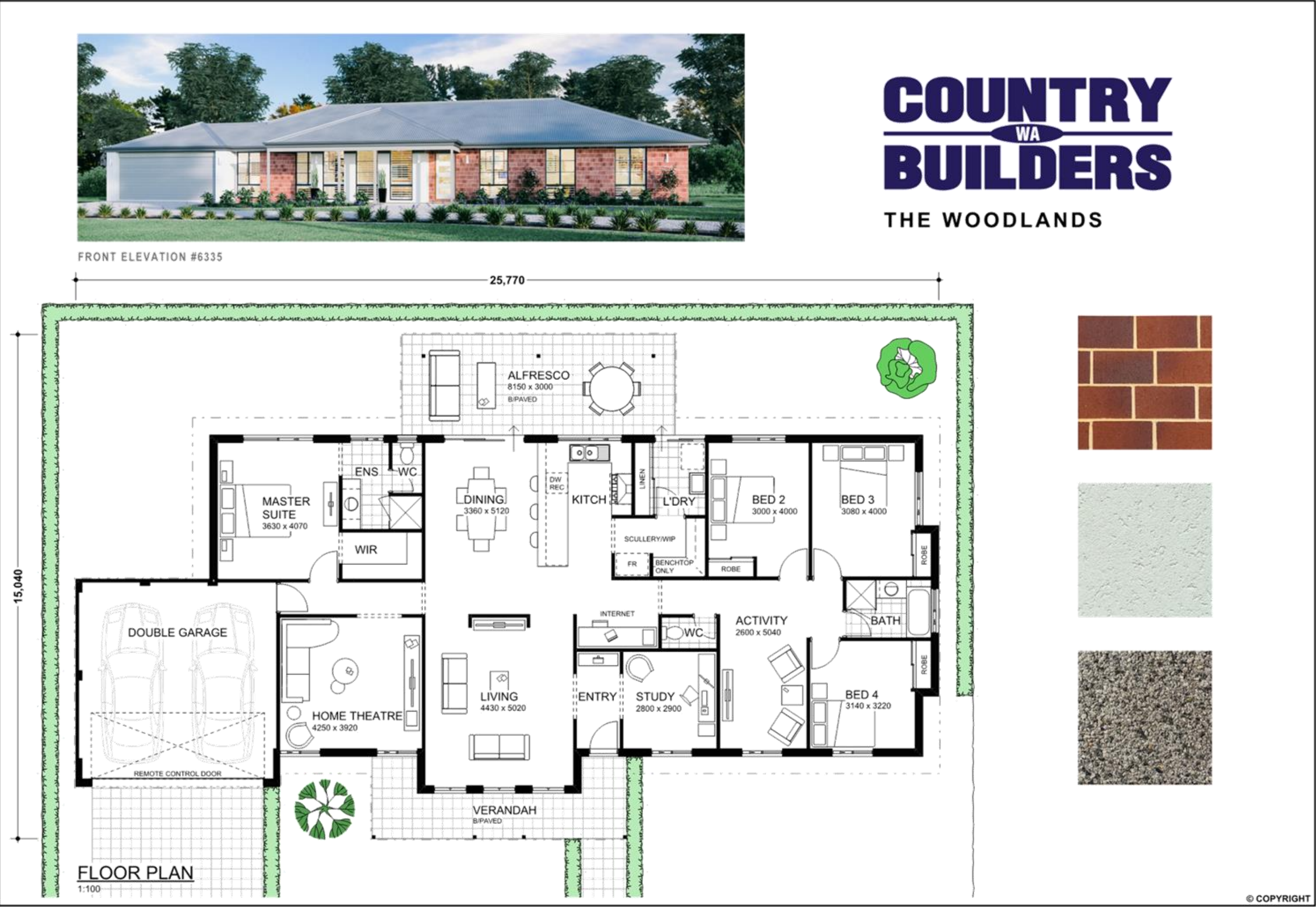




COUNTRY
WA
BUILDERS

THE KENSINGTON MANOR - ESSENTIAL
MODEL No. 6374

© COPYRIGHT



ITEM 11 MATTERS FOR CONSIDERATION – FINANCE & AUDIT**11.1 Accounts for Payment - November 2022**

Responsible Officer	Nicole Gibbs, Chief Executive Officer
Reporting Officer	Leah Horton, Executive Manager, Corporate Services
Attachments	1. List of Accounts - November 2022 2. Transport Takings - November 2022 3. Credit Card Statement - November 2022
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

RESOLUTION: OCM 141-22/23

Moved: Cr BR Cowcill

Seconded: Cr JC Hayes

That Council note the following:

1. That schedule of accounts for November 2022 covering municipal vouchers 23923 to 23928 and EFT11557 to EFT11784 totalling \$702,560.48 be received (Attachment i);
2. That police licensing payments for the month of November 2022 totalling \$31,514.70 be received (Attachment ii); and
3. That fund transfers to the corporate credit card for November 2022 totalling \$2,102.57 be received (Attachment iii); and
4. That net payroll payments for the month of November 2022 totalled \$117,601.47; and
5. That the lease payments for the month of November 2022 totalled \$3,467.52; being \$2,423.72 on the CESM vehicle; and \$1,043.80 on the skeleton weed vehicle (chattel mortgage payment).

CARRIED 5/0

IN BRIEF

Payments are as per attached schedules 11.1 (i), (ii) and (iii).

MATTER FOR CONSIDERATION

Note the accounts paid during November 2022.

BACKGROUND

Council has delegated to the Chief Executive Officer the exercise of power to make payments from its municipal or trust funds. In accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996 a list of accounts paid by the CEO is to be prepared each month and presented to the Council at the next ordinary meeting of the Council after the list is prepared.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

Local Government Act 1995

POLICY IMPLICATIONS

Corporate Credit Card Policy

Purchasing Policy

Delegation 1.1.13: Payments from the municipal or trust funds

FINANCIAL IMPLICATIONS

Payment from Council's municipal fund. Expenditure as per delegated authority and included in the draft 2022/2023 budget.

Payments made for the 2022/23 year in the payments List have been included in Council's budget in accordance with section 6.8 of the Local Government Act 1995.

ALIGNMENT WITH STRATEGIC PRIORITIES

- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community
- 5.4 Governance & Leadership:** Implement systems and processes that meet legislative and audit obligations

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Financial misconduct by (a) a Shire employee, and (b) an executive/office holder results in financial, legal and/or reputational damage.

RISK ASSESSMENT

	Option 1
Financial	Low <i>Given Purchasing / Procedures followed, together with Management Separation of acceptance of duties and Processes in place.</i>
Health	Low
Reputation	Low Creditors reviewed weekly and paid in accordance to agreed terms.
Operations	Low
Natural Environment	Low

	Consequence				
Likelihood	Insignificant	Minor	Moderate	Major	Critical
Rare	LOW Accept the risk Routine management	LOW Accept the risk Routine management	LOW Accept the risk Routine management	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review
Unlikely	LOW Accept the risk Routine management	LOW Accept the risk Routine management	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review
Possible	LOW Accept the risk Routine management	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review	HIGH Quarterly senior management review
Likely	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review	HIGH Quarterly senior management review	EXTREME Monthly senior management review
Almost certain	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review	EXTREME Monthly senior management review	EXTREME Monthly senior management review

COMMENT

The payment listing for November 2022 is included at **Attachment (i)**.

11.1 (i) | List Of Accounts - November 2022

Chq/EFT	Date	Name	Description	Amount	Funded
EFT11557-EFT11631	10/11/2022	PAYCLEAR SERVICES - SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-\$42,468.49	
EFT11632	10/11/2022	SERVICES AUSTRALIA CHILD SUPPORT	PAYROLL DEDUCTIONS - CHILD SUPPORT	-\$509.48	
EFT11633	10/11/2022	JANINE HAY	REFUND: CARAVAN PARK SITE BOOKING 07/12/2022	-\$42.85	FULLY
EFT11634	10/11/2022	MICHAEL ROBERT CORK	RATES REFUND FOR ASSESSMENT A11429	-\$96.22	FULLY
EFT11635	10/11/2022	GREG & JO HAYES	REIMBURSEMENT: INTERFLORA AUSTRALIAN UNIT LIMITED - CONGRATULATORY FLOWERS FOR QUAIRADING CO-OP	-\$108.00	
EFT11636	10/11/2022	AVON WASTE	DOMESTIC RUBBISH (OCT 22), ADDITIONAL GENERAL WASTE ONLY SERVICES, RECYCLING, BULK RECYCLE BINS	-\$10,381.44	
EFT11637	10/11/2022	TELSTRA	PHONES & INTERNET 20/10-19-11 ADMIN, MEDICAL, LICENSING, DEPOT, POOL, CRC. MEDICAL 29/09-28/10. CESM SATELLITE 04/10-03/11. MOBILE PHONES 16/10-15/11. INTERNET 02/10-01/11	-\$2,358.16	PARTIALLY
EFT11638	10/11/2022	AUSTRALIAN TAXATION OFFICE	BAS AUGUST 2022	-\$56,170.00	
EFT11639	10/11/2022	TOLL TRANSPORT PTY LTD	DELIVERY CHARGES: SUNNY SIGNS DELIVERY OF SIGN, NEW EFTPOS MACHINE FOR ADMIN & SURGICAL HOUSE (MEDICAL)	-\$64.03	
EFT11640	10/11/2022	WESFARMERS KLEENHEAT GAS PTY LTD	45KG VAP CYL - FACILITY FEE / CYLINDER SERVICE CHARGE	-\$72.62	
EFT11641	10/11/2022	WESTERN AUSTRALIAN TREASURY CORPORATION	WATC LOAN 117 & 118 PRINCIPAL AND INTEREST	-\$30,101.22	
EFT11642	10/11/2022	EASTERN HILLS CHAINSAWS & MOWERS	STIHL HEDGE POLE TRIMMER - HL 94-Z HEDGE TRIMMER	-\$934.15	
EFT11643	10/11/2022	QUAIRADING AGRI SERVICES	FIRE TRAILER REFURBISHMENT, CAT TRAPS, TISSUES, HAND TOWELS, TURF, FUNGICIDE, INSECTICIDE, CARRIER, STEEL CAP BOOTS, BIN LINERS, SPRAY, HAND WASH, CHUX, CHEMFORM, MOP HEADS, PANTS, HIGH VIS SHIRTS, JUMPER, 4 IN 1 JACKET	-\$10,973.30	
EFT11644	10/11/2022	WESTERN POWER	PARKER ST, QUAIRADING. CONNECT ELECTRICAL SERVICES TO KWIRRADING KOORT PROJECT (LOTTERYWEST/LRCI FUNDED)	-\$22,035.00	PARTIALLY
EFT11645	10/11/2022	BURGESS RAWSON	WATER USAGE FOR 18/08-17/10/2022 ACCOUNT PTA LAND NEAR CRC BUILDING - PARKER STREET - 1 QUAIRADING - YORK ROAD	-\$199.99	
EFT11646	10/11/2022	COMMUNITY RESOURCE CENTRE - QUAIRADING	SEPTEMBER 2022 CRC CHARGES: SCANNING, BANKSIA BULLETIN SALES (OCT EDITION), B&W PRINTING, COLOUR PRINTING, CLEANING, GYM MANAGEMENT, WEBSITE MANAGEMENT	-\$1,259.15	
EFT11647	10/11/2022	JASON SIGNMAKERS	MUSEUM PARKING SIGN AND NO VOLUNTEERS SIGN	-\$1,027.59	
EFT11648	10/11/2022	SURGICAL HOUSE	MEDICAL CENTRE SUPPLIES -COAGUCHEK BLOOD TEST STRIPS, CHLORHEXIDINE, CRYOPEN CARTRIDGES, HAND SANITISER	-\$529.42	
EFT11649	10/11/2022	KELYN TRAINING SERVICES	3X STAFF MEMBERS TO ATTEND CHAINSAW AND POLES AW TRAINING COURSE IN PERTH -WORKS AND SERVICES	-\$1,140.00	

11.1 (i) | List Of Accounts - November 2022

Chq/EFT	Date	Name	Description	Amount	Funded
EFT11650	10/11/2022	RUSSELL L STACEY	REFUND: COMMUNITY BUS BOOKING (BUS WASN'T USED)	-\$150.00	FULLY
EFT11651	10/11/2022	WATER CORPORATION	WATER CHARGES: 74 MCLENNAN, BOWLING CLUB, TENNIS CLUB, DR HOUSE AND MEDICAL PRACTICE, 7 EDWARDS, 31 DALL, 50A/50B SUBURBAN, CARAVAN PARK, 14 REID, 28 REID, 19 POWELL, PARKS	-\$9,766.82	PARTIALLY
EFT11652	10/11/2022	JASON JOHN COLBUNG	REIMBURSEMENT: STAFF TRAINING - FOOD WHILE AT TRAINING	-\$75.35	
EFT11653	10/11/2022	BOB WADDELL & ASSOCIATES PTY LTD	2021/22 ANNUAL FINANCIAL REPORT - 1 HR TO 16/10, 39.25 HRS TO 31/10, 5.5 HRS TO 07/11. OCT RATES TO W/E 16/10, EMAILS/QUERIES, ESL, PENSIONERS, INTERIMS 1.75HRS TO W/E 23/10 1.75HRS. PENSIONER, REBATES, RECONCILIATION, CLAIMS. NOV RATES: 2.25 HRS - PENSIONERS, CHECKS/RECEIPT, EOM	-\$8,497.50	
EFT11654	10/11/2022	MARNHAM'S MECHANICAL SERVICES	NISSAN TRUCK Q272 SERVICE & CAT PRIME MOVER SERVICE	-\$5,226.32	
EFT11655	10/11/2022	SYNERGY	VARIOUS ELECTRICITY ACCOUNTS: CARAVAN PARK, 28 REID ST, STREETLIGHTS, AKV, YOUTH CENTRE, WASTE FACILITY.	-\$8,286.89	PARTIALLY
EFT11656	10/11/2022	BENTNAIL BUILDING & MAINTENANCE	3 FULL DAYS HIRE OF EXCAVATOR FOR GRAVE DIGGING AT SOUTH CAROLING CEMETERY & 2 DAYS FOR CULVERT MAINTENANCE ON DULBELLING WEST ROAD. REPAIRS TO LEAKING ROOF AT DAYCARE	-\$1,210.00	
EFT11657	10/11/2022	PETER ROBERT YORK	REMOVE AND REPAIR TOILET ENTRANCE DOOR HANDLE AT DAY CARE & FIX TOILET DOOR HINGES AT SHIRE HALL	-\$40.00	
EFT11658	10/11/2022	QUAIRADING BELLES NETBALL CLUB	REFUND: KEY, HALL BONDS FOR 2022 NETBALL SEASON	-\$825.00	FULLY
EFT11659	10/11/2022	SANDRA LUCILLE RUSSELL	EMBROIDERY OF WORKS SHIRTS AND JUMPERS	-\$355.00	
EFT11660	10/11/2022	CONTRACT AQUATIC SERVICES	QUAIRADING MEMORIAL POOL MANAGEMENT MONTHLY CONTRACT FEE - NOVEMBER 2022	-\$14,300.00	
EFT11661	10/11/2022	DEAN ROBERT MASTIN	REIMBURSEMENT: DASH MAT FOR Q465 (AUTOPRO NORTHAM) BOSCH DIGITAL SPIRIT LEVEL 1200MM 2 VIALS WITH CASE (TOTAL TOOLS JOONDALUP [FOR ROAD CONSTRUCTION])	-\$292.99	
EFT11662	10/11/2022	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2022/23 ESL QUARTER 1 IN ACCORDANCE WITH THE DEPT OF FIRE & EMERGENCY SERVICES OF WA ACT 1998 PART 6A - EMERGENCY SERVICES LEVY - SECTION 362J AND OPTION B AGREEMENT ARRANGEMENTS: ESLB 1ST QUARTER CONTRIBUTION	-\$23,718.00	
EFT11663	10/11/2022	GREAT SOUTHERN FUEL SUPPLIES	8000L DIESEL	-\$16,822.96	
EFT11664	10/11/2022	WORKWEAR GROUP (PACIFIC BRANDS)	POLO SHIRTS + EMBROIDERY FOR DEPOT AND CARAVAN PARK	-\$200.90	
EFT11665	10/11/2022	WA LOCAL GOVERNMENT ASSOCIATION	3 ATTENDEES TO THE 2022 LG GOVERNMENT CONVENTION (P. SMITH, J. HIPPISEY, N.GIBBS)	-\$1,800.00	

11.1 (i) | List Of Accounts - November 2022

Chq/EFT	Date	Name	Description	Amount	Funded
EFT11666	10/11/2022	WA CONTRACT RANGER SERVICES PTY LTD	RANGER SERVICES INCL TRAVEL 7/10, 14/10, 19/10 & 25/10/2022	-\$1,358.50	
EFT11667	10/11/2022	KINGDOM MEDICALS TY LTD	MOTOR VEHICLE ALLOWANCE QUARTERLY PAYMENT FOR OCTOBER - DECEMBER 2022. BALANCE OF 50% OF THE PRACTICE NURSE'S SALARY AND SUPERANNUATION FOR AUGUST 2022, 50% FOR SEPTEMBER 2022 AND 50% FOR OCTOBER 2022	-\$10,734.88	
EFT11668	10/11/2022	BROWNLEY'S PLUMBING & GAS	BACKFLOW PREVENTION DEVICE TESTING FOR SHIRE BORES	-\$1,452.00	
EFT11669	10/11/2022	R MUNNS ENGINEERING CONSULTING SERVICES	PREPARATION AND DELIVERY OF AN ASSET MANAGEMENT PLAN FOR ALL SHIRE ASSETS (INVOICE 1 OF 2 - 95.25HRS)	-\$9,953.63	
EFT11670	10/11/2022	SPORTSPOWER NORTHAM	POOL TABLE EQUIPMENT FOR YOUTH CENTRE: CUES, BALL SETS, CHALK SETS AND DELIVERY	-\$249.86	
EFT11671	10/11/2022	MOORE AUSTRALIA (WA) PTY LTD	2022 NUTS & BOLTS WORKSHOP - FINANCE OFFICER	-\$1,045.00	
EFT11672	10/11/2022	LOCAL COMMUNITY INSURANCE SERVICES	PUBLIC & PRODUCTS LIABILITY - RENEWAL. COVERAGE FOR UNINSURED STALLHOLDERS, BUSKERS, PERFORMERS AT COUNCIL EVENTS. 25/10/2022 TO 25/10/2023.	-\$892.38	
EFT11673	10/11/2022	DAVES TREE SERVICE	STREET TREE TRIMMING AND SHAPING AS PER WESTERN POWER 90 DAY NOTICE - INCLUDING ACCOMMODATION AND MEALS	-\$8,030.00	
EFT11674	10/11/2022	IMPRINT PLASTIC	DESK SIGN BLACK - ACCOUNTANT, FINANCE OFFICER, CARAVAN PARK MANAGER, EMED. DESK SIGN WHITE - EMWS, EMED, DELIVERY FEE	-\$220.00	
EFT11675	10/11/2022	OFFICEWORKS	NEW RATES MOBILE; SAMSUNG GALAXY A53, COVER AND CASE. COVER, KEYBOARD AND MOUSE. EMED MOBILE AND COMPUTER; SAMSUNG GALAXY S21, COVER, 2X MONITORS, WIRELESS KEYBOARD, MOUSE, DOCK. ADMIN KEYBOARD, MOUSE, SANDWICH MAKER. SPEAKERS FOR MEDICAL PRACTICE.	-\$2,615.85	
EFT11676	10/11/2022	EXURBAN RURAL & REGIONAL PLANNING	TOWN PLANNING SERVICES FOR 2022/2023 - WORK COMPLETED DURING AUGUST 2022 4.80 HOURS PLUS DISBURSEMENTS	-\$741.37	
EFT11677	10/11/2022	JOHNSTON ELECTRICAL & COMM. SERVICES	EXTERNAL POWER POINT TOWN HALL	-\$160.00	
EFT11678	10/11/2022	CLARK EQUIPMENT SALES PTY LTD	PURCHASE OF EIGHT (8) NEW KEYS FOR BOBCAT	-\$81.49	
EFT11679	10/11/2022	AMPAC DEBT RECOVERY (WA) PTY LTD	AMPAC RATES DEBT RECOVERY OCTOBER 2022	-\$552.75	
EFT11680	10/11/2022	RESONLINE PTY LTD	OCTOBER 2022 ROOM MANAGER (CARAVAN PARK BOOKING SYSTEM) - MONTHLY FEE REF 1191503	-\$242.00	
EFT11681	10/11/2022	AFGRI EQUIPMENT AUSTRALIA	HYDRAULIC HOSE REPAIRS TO CAT GRADER - Q240	-\$47.66	
EFT11682	10/11/2022	QUAIRADING TYRE & BATTERY SUPPLIES - FUEL ACCOUNT	UNLEADED PURCHASES FOR THE MONTH OF SEPTEMBER 2022 - MOWERS AND JERRY CANS	-\$170.68	

11.1 (i) | List Of Accounts - November 2022

Chq/EFT	Date	Name	Description	Amount	Funded
EFT11683	10/11/2022	LEAH HORTON	REIMBURSEMENT: ANNUAL UNIFORM ALLOWANCE	-\$400.00	
EFT11684	10/11/2022	QUAIRADING GARDEN AND GIFTS	SUPPLY AND PLANT - PLANTS FOR MAIN STREET PLANTER BOXES	-\$80.00	
EFT11685	10/11/2022	COMPLETE OFFICE SUPPLIES PTY LIMITED	STATIONERY SUPPLIES - ADMIN, MEDICAL - STAPLES, TONER, BINDER, STICKY NOTES, RULER, PENS, POST-ITS, TAPE ETC.	-\$695.75	
EFT11686	10/11/2022	PLATINUM MOTEL	3 NIGHTS STAY FOR ONE STAFF MEMBER TO ATTEND BASIC TRAFFIC MANAGEMENT TRAINING & 1 NIGHT ACCOM FOR STAFF TO ATTEND TRAFFIC MANAGEMENT TRAINING - WORKS	-\$600.00	
EFT11687	10/11/2022	CRISP WIRELESS	CRISP WIRELESS - INTERNET FOR ADMIN & DEPOT, 31 DALL, 28 REID, 50A SUBURBAN & MEDICAL CLINIC, OCTOBER 2022	-\$864.90	
EFT11688	10/11/2022	THE QUAIRADING HOTEL	1X NIGHT ACCOMMODATION FOR JAMES BUTTERWORTH - ELECTED MEMBERS RISK MANAGEMENT FORUM. REFUND: BOND OF THE SOUND SYSTEM HIRED 20/10/2022	-\$332.00	PARTIALLY
EFT11689	10/11/2022	WFBS PTY LTD	5 X SHOWER RINGS FOR WATER PLAY AT KWIRRADING KOORT (LOTTERYWEST & LRCI FUNDED PROJECT)	-\$41,129.00	PARTIALLY
EFT11690	10/11/2022	MICHAEL SOUTHWELL	MEDIA ASSISTANCE FOR MICROGRID PROJECT, CONSULTANCY, PAPER/DRAFT MEDIA RELEASE, DISCUSSIONS WITH RESIDENTS REGARDING MINISTER VISIT - 51 HOURS TOTAL + TRAVEL COSTS	-\$3,400.00	
EFT11691	10/11/2022	SNALLOW PTY LTD T/A WALLIS COMPUTER SOLUTIONS	MIGRATION OF PHONE SERVICES FROM TELSTRA (PSTN/ISDN) TO WALLIS. SITE PREP, PLANNING, AND TRAVEL. 3CX: HOSTING, LICENSING AND CALL COSTS, RENTAL OF HANDSETS. NOV 2022 TO JUNE 2023. ADMIN, MEDICAL, DEPOT, CRC AND CARAVAN PARK. MEDICAL CENTRE X3 NEW PC'S. LAPTOP FOR EMED	-\$23,310.45	
EFT11692	10/11/2022	NEWGROUND WATER SERVICES	KWIRRADING KOORT IRRIGATION DESIGN (LOTTERYWEST / LRCI FUNDED PROJECT)	-\$2,145.00	PARTIALLY
EFT11693	10/11/2022	ABSOLUTE OFFICE COMFORTS	CUSTOM PRINTED COLOUR WHITEBOARD FOR DEPOT	-\$1,441.00	
EFT11694	10/11/2022	LATISHA WHITE	REFUND: BOND FOR HIRE OF TABLES 18/10/2022	-\$100.00	FULLY
EFT11695	10/11/2022	BRIAN HOLMES	REFUND: BOND FOR HIRE OF CHAIRS 18/10/2022	-\$100.00	FULLY
EFT11696	10/11/2022	HUTTON & NORTHEY SALES	NOZZLE BODY FOR PUBLIC PARKS	-\$12.00	
EFT11697	10/11/2022	MAIN ROADS WESTERN AUSTRLIA	CENTRE LINE SPOTTING CARRIED OUT BY ZONE 50 ON QUAIRADING CUNDERDIN RD SLK 13.04 - 14.12 (WSFN FUNDED)	-\$2,463.03	FULLY
EFT11698	10/11/2022	JAN HOLLETT	REFUND: CARAVAN PARK SITE BOOKING 06/10/2022	-\$30.00	FULLY
EFT11699	10/11/2022	JOHN YEUDALL	REFUND: CARAVAN PARK SITE BOOKING 11/11/2022	-\$90.00	FULLY
EFT11700	10/11/2022	DONNA FARMAN	REFUND: CARAVAN PARK SITE BOOKING 10/11/2022	-\$85.50	FULLY

11.1 (i) | List Of Accounts - November 2022

Chq/EFT	Date	Name	Description	Amount	Funded
EFT11701	10/11/2022	CORSIGN	REFUND: CARAVAN PARK CABIN BOOKING 07/11/2022	-\$140.00	FULLY
EFT11702	10/11/2022	VIV HUNTSMAN	REFUND: CARAVAN PARK SITE BOOKING 07/11/2022	-\$85.50	FULLY
EFT11703	10/11/2022	CEMETERIES & CREMATORIA ASSOCIATION	CEMETERIES & CREMATORIA ASSOC. ANNUAL MEMBERSHIP	-\$125.00	
EFT11704	10/11/2022	BOC LIMITED	CONTAINER SERVICE - 28/09-28/10; DEPOT & MEDICAL	-\$52.35	
EFT11705	10/11/2022	PLUMBERJ'S MOBILE PLUMBING	VARIOUS PLUMBING REPAIR WORKS: LADIES TOILET IN SHIRE ADMIN OFFICE, BASIN TAPS AT MEDICAL CENTRE, FAULTY RETIC AT DAYCARE CENTRE, HEAL STREET GARDENS PIPE AND TAP RETICULATION, NEW HOT WATER SYSTEM AT ADMIN BUILDING.	-\$2,486.00	
EFT11706	10/11/2022	SHERIDAN'S FOR BADGES	STAFF NAME BADGES: ADMINISTRATION, MEDICAL, DEPOT, CARAVAN PARK, ECONOMIC DEVELOPMENT	-\$357.50	
EFT11707	17/11/2022	EASTERN HILLS CHAINSAWS & MOWERS	RED LINE TRIMMER 2.7MM X 347M	-\$135.00	
EFT11708	17/11/2022	SUNNY SIGN COMPANY PTY LTD	TOAPIN WEIR CAUTION SIGNS	-\$486.42	
EFT11709	17/11/2022	WATER CORPORATION	VARIOUS WATER CHARGES JULY TO SEP/OCT 2022: STANDPIPES	-\$167.78	
EFT11710	17/11/2022	SYNERGY	VARIOUS ELECTRICITY ACCOUNTS: TENNIS CLUB, LOT 190 MCLENNAN STREET, STREETLIGHTS, DEPOT, GP HOUSE, GILLET STREET UNITS, AIRSTRIP, SHIRE HALL, RECYCLING CENTRE	-\$7,506.59	PARTIALLY
EFT11711	17/11/2022	J.A. GIMBEL PAINTING	TO STAIN SEAL WATER DAMAGE TO DAY CARE ON MURPHY ST. TO SEAL & PATCH CEILINGS WHERE REQUIRED & PAINT	-\$693.00	
EFT11712	17/11/2022	EXURBAN RURAL & REGIONAL PLANNING	GENERAL TOWN PLANNING CONSULTING SERVICES PROVIDED DURING OCTOBER 2022 BEING 16.60 HOURS @ \$140	-\$2,558.57	
EFT11713	17/11/2022	QUAIRADING BOOK POST (2020)	MONTHLY FEE FOR PROVISION OF LIBRARY SERVICES - OCTOBER 2022. ADMIN - POSTAGE AND STATIONERY - OCTOBER 2022	-\$2,651.79	
EFT11714	17/11/2022	FARMARAMA PTY LTD	TORK MINI JUMBO TOILET ROLL ROLLS FOR PUBLIC TOILETS, BUILDERS CHOICE GREY CEMENT, THORTZ DRINK SACHET	-\$388.10	
EFT11715	17/11/2022	BUNNINGS GROUP LIMITED	WORKS PURCHASES: REPLACEMENT HANDLE, NAIL RAKE ,LINE MARKING PAINT, BEAR MASKING TAPE X 2	-\$158.95	
EFT11716	17/11/2022	PLATINUM MOTEL	ONE NIGHT ACCOM. FOR TWO WORKS STAFF MEMBERS TO ATTEND CHAINSAW AND POLES AW TRAINING (TWO ROOMS)	-\$300.00	
EFT11717	17/11/2022	LG BEST PRACTICES PTY LTD	AUGUST BAS & BANK REC, FINANCE - TRAINING/MENTORING: RESPONDING TO CREDITORS QUERY AND CHECKING AUGUST BAS - REVIEW OF SUPER/PAYROLL TICKET WITH IT VISION	-\$288.75	
EFT11718	17/11/2022	WESTARP PTY LTD	STD RETRACTABLE PULL OUT TARP SYSTEM 5.2M X 2.42M	-\$7,436.00	
EFT11719	17/11/2022	MARZOCCHI CONTRACTING	CLEANING SERVICES - MEDICAL PRACTICE & 8 DALL STREET	-\$2,075.00	

11.1 (i) | List Of Accounts - November 2022

Chq/EFT	Date	Name	Description	Amount	Funded
EFT11720	17/11/2022	PARAMOUNT PROJECTS	ENGAGEMENT OF JAMES BUTTERWORTH 19, 20 & 27 OCTOBER - COUNCIL AND EXECUTIVE RISK MANAGEMENT PREPARATION, PRESENTATION AND DRAFTING, TRAVEL 400KM	-\$3,599.20	
EFT11721	17/11/2022	PATTONS PANEL & PAINT	MAZDA CX-9 TC TOURING AWD FRONT WINDSCREEN REPAIR	-\$3,353.49	
EFT11722	17/11/2022	RMS TRAINING PTY LTD	1X STAFF MEMBER TO ATTEND GRADER OPERATOR TRAINING. 2X STAFF MEMBERS TO ATTEND FORKLIFT OPERATOR TRAINING IN JOONDALUP (INCLUDES WORKSAFE AND RMS ADMIN FEES).	-\$1,570.00	
EFT11723	17/11/2022	HUTTON & NORTHEY SALES	JNR CANOPY STD MOUNT KIT - BARECO CK1 B2581 (WHITE)	-\$506.99	
EFT11724	17/11/2022	PORTATECH PTY LTD	NEW CUSTOM UNIT TO SERVE AS OFFICE AT WASTE FACILITY INCLUDING KITCHEN AND ENSUITE - INCL DELIVERY	-\$24,398.00	
EFT11725	17/11/2022	TRICIA BROWN	REIMBURSEMENT: PRE EMPLOYMENT MEDICAL - CORRIGIN MEDICAL	-\$180.50	
EFT11726	24/11/2022	SERVICES AUSTRALIA CHILD SUPPORT	PAYROLL DEDUCTIONS - CHILD SUPPORT	-\$254.74	
EFT11727	24/11/2022	EILEEN MAY HALL	UNIT 6, AKV. REFUND: SYNERGY OUTAGE CLAIM REIMBURSEMENTS - 2 X CLAIMS 14/08-16/08 & 17/08-18/08/2022. CLAIMED BY SHIRE ON BEHALF OF TENANT TO REIMBURSE TENANT FOR LOSS OF POWER.	-\$240.00	FULLY
EFT11728	24/11/2022	TERRENCE R KEAN	UNIT 4, AKV. REFUND: SYNERGY OUTAGE CLAIM REIMBURSEMENTS - 2 X CLAIMS 14/08-16/08 & 17/08-18/08/2022. CLAIMED BY SHIRE ON BEHALF OF TENANT TO REIMBURSE TENANT FOR LOSS OF POWER.	-\$240.00	FULLY
EFT11729	24/11/2022	QUALITY PRESS	1500 DL WINDOW FACE ENVELOPES PRESEAL WITH SOQ LOGO WITH RETURN TO SENDER DETAILS ON BACK	-\$346.50	
EFT11730	24/11/2022	QUAIRADING TYRE & BATTERY SUPPLIES	VARIOUS PURCHASES: SHORT VALVE CORE TO LOADER Q368, TYRES FOR Q3446, HOSE TWIN 5MM FOR DEPOT, GAS BOTTLES FOR 8 DALL, CARAVAN PARK TOILETS AND ABLUTIONS	-\$1,150.68	
EFT11731	24/11/2022	TELSTRA	VARIOUS TELEPHONE ACCOUNTS: WAP/INTERNET SESSIONS 02/11-01/12/22, MEDICAL PRACTICE CALL CHARGES TO 28/10/2022, ADMIN, DEPOT, MEDICAL, C/PARK, CESM, WASTE TO 15/11/22	-\$1,203.19	PARTIALLY
EFT11732	24/11/2022	TOLL TRANSPORT PTY LTD	DELIVERY OF OVEN FROM HARVEY NORMAN TO 28 REID STREET	-\$52.65	
EFT11733	24/11/2022	COUNTRY COPIERS NORTHAM	COLOUR COPIER METER READING 19/09/2022 - 01/11/2022	-\$959.93	
EFT11734	24/11/2022	QDG FRAIL & AGED LODGE	PARKER HOUSE BUILDING. REFUND: SYNERGY OUTAGE CLAIM REIMBURSEMENTS - 2 X CLAIMS 14/08-16/08 & 17/08-18/08/2022. CLAIMED BY SHIRE ON BEHALF OF TENANT TO REIMBURSE TENANT FOR LOSS OF POWER	-\$240.00	FULLY
EFT11735	24/11/2022	EASTERN HILLS CHAINSAWS & MOWERS	3M/120 268MTR 202KG T/BLAZ (LINE TRIMMER), SUPERCUT 20-2 MOWING HEAD	-\$486.00	

11.1 (i) | List Of Accounts - November 2022

Chq/EFT	Date	Name	Description	Amount	Funded
EFT11736	24/11/2022	COMMUNITY RESOURCE CENTRE - QUAIRADING	OCT 2022: POSTCARDS FOR THE AGRICULTURAL SHOW, 1HR CUTTING, SCANNING, PHOTOCOPYING, PRINTING, GYM MANAGEMENT, CLEANING, BANKSIA BULLETIN - NOVEMBER, GYM WIFI CHARGE, WEBSITE MANAGEMENT. COMMUNITY RESOURCE CENTRE. REFUND: SYNERGY OUTAGE CLAIM REIMBURSEMENTS - 2 X CLAIMS 14/08-16/08 & 17/08-18/08/2022. CLAIMED BY SHIRE ON BEHALF OF TENANT TO REIMBURSE TENANT FOR LOSS OF POWER.	-\$1,577.45	PARTIALLY
EFT11737	24/11/2022	SUNNY SIGN COMPANY PTY LTD	QUADRAPED STAND 600X600, DANGER SPRAYING IN PROGRESS KEEP CLEAR CL100 RED/BLK ON WHT - QUAD SIGN	-\$172.70	
EFT11738	24/11/2022	PERFECT COMPUTER SOLUTIONS PTY LTD	TRENDMICRO EMAIL FILTERING - 14 USERS: OCTOBER 2022	-\$70.00	
EFT11739	24/11/2022	QUAIRADING TENNIS CLUB INC	COMMUNITY BUILDING - TENNIS CLUB. REFUND: SYNERGY OUTAGE CLAIM REIMBURSEMENTS - 2 X CLAIMS 14/08-16/08 & 17/08-18/08/2022. CLAIMED BY SHIRE ON BEHALF OF TENANT TO REIMBURSE TENANT FOR LOSS OF POWER.	-\$240.00	FULLY
EFT11740	24/11/2022	BOB WADDELL & ASSOCIATES PTY LTD	2021/22 ANNUAL FINANCIAL REPORT 2.75HRS WORKED TO 12/11, 66.75HRS INVOICED TO 20/11. 1 HOUR RATES QUERIES W/E 20/11/22 TRANSITION TO NEW SERVER, INSTALMENTS PREPARATION	-\$11,632.50	
EFT11741	24/11/2022	SYNERGY	ELECTRICITY 06/09-09/11: 50B SUBURBAN, TENNIS CLUB, LOT 190 MCLENNAN ST, 28 REID ST, 8 DALL ST, 19 POWELL CRES, ADMIN, CRC	-\$4,839.85	PARTIALLY
EFT11742	24/11/2022	SAFERIGHT PTY LTD	MEGAPOD ROPE RESCUE RECOVERY SYSTEM - 6M LENGTH	-\$3,630.00	
EFT11743	24/11/2022	G J JONES PLUMBING	REPLACE TEMPERING VALVE FOR SHOWERS AT CARAVAN PARK	-\$456.19	
EFT11744	24/11/2022	DIGGING DOCKER	PAVING UNDER EL TORO	-\$500.00	
EFT11745	24/11/2022	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2022/23 ESL QUARTER 2 IN ACCORDANCE WITH THE DEPT OF FIRE & EMERGENCY SERVICES OF WA ACT 1998 PART 6A - EMERGENCY SERVICES LEVY - SECTION 36ZJ AND OPTION B AGREEMENT ARRANGEMENTS: ESBL 2ND QUARTER CONTRIBUTIONS	-\$22,458.36	
EFT11746	24/11/2022	GREAT SOUTHERN FUEL SUPPLIES	WORKS & SERVICES ULSD 10PPM 8000L @ \$1.91243	-\$16,829.38	
EFT11747	24/11/2022	WA CONTRACT RANGER SERVICES PTY LTD	RANGER SERVICES INCLUDING TRAVEL 1/11/22 (INCL REMOVAL OF 4 KITTENS) & 10/11/22 (INCL FIREBREAK INSPECTIONS)	-\$836.00	
EFT11748	24/11/2022	KINGDOM MEDICALS TY LTD	DOCTOR'S RESIDENCE. REFUND: SYNERGY OUTAGE CLAIM REIMBURSEMENTS - 2 X CLAIMS 14/08-16/08 & 17/08-18/08/2022. CLAIMED BY SHIRE ON BEHALF OF TENANT TO REIMBURSE TENANT FOR LOSS OF POWER	-\$240.00	PARTIALLY

11.1 (i) | List Of Accounts - November 2022

Chq/EFT	Date	Name	Description	Amount	Funded
EFT11749	24/11/2022	HISCONF	DOONA, MATTRESS PROTECTORS, BATH SHEETS, BATH MATS, FACE WASHERS, HAND TOWELS, NON SLIP ROUND, TEA SPOONS, TEA TOWELS FOR CARAVAN PARK & SHIRE HALL	-\$1,780.46	
EFT11750	24/11/2022	CWB ELECTRICAL & A/C	DEPOSIT FOR MANUFACTURING OF LIGHTING AT KWIRRADING KOORT (LRCI/LOTTERYWEST FUNDED EXPENDITURE). REPLACE FAULTY LIGHTS AT THE CRC, CARAVAN PARK - ALARM IN SEPTIC SYSTEM, BOWLING CLUB - FAN MOTORS FOR COOL ROOM, DEPOT - TEST AND TAGGING, UNIT 5, AKV - ANTENNA & GPO, UNIT 5, AKV - ANTENNA, MASTHEAD AMPLIFIER, TV CONNECTOR, SHIRE HALL GENERATOR, UNIT 5, AKV - ADAPTORS & SOCKETS, UNIT 7, AKV - ANTENNA, MASTHEAD AMPLIFIER, TV CONNECTOR	-\$8,901.30	PARTIALLY
EFT11751	24/11/2022	QUAIRADING BOOK POST (2020)	MEDICAL: POSTAGE AND STATIONERY OCTOBER 2022	-\$163.50	
EFT11752	24/11/2022	REED	DAYCARE BUILDING. REFUND: SYNERGY OUTAGE CLAIM REIMBURSEMENTS - 2 X CLAIMS 14/08-16/08 & 17/08-18/08/2022. CLAIMED BY SHIRE ON BEHALF OF TENANT TO REIMBURSE TENANT FOR LOSS OF POWER.	-\$240.00	FULLY
EFT11753	24/11/2022	BRIAN KIMBER	SKELETON WEED REIMBURSEMENT: STATIONERY (POSTAGE, PRINTER CARTRIDGE, CLIPBOARD, PAPER, CLIPS, FILES), VEHICLE COSTS (FIRST AID KIT, MATS, SAFETY NET, TYRE INFLATOR), FUEL PURCHASES AUGUST, SEPTEMBER & OCTOBER 2022; UNLEADED PETROL FOR STATIONARY MOTOR, QUAIRADING CRC ROOM BOOKING AND CATERING, TELEPHONE CHARGES - AUG-SEP	-\$1,628.81	FULLY
EFT11754	24/11/2022	PETA HILL	UNIT 2, AKV. REFUND: SYNERGY OUTAGE CLAIM REIMBURSEMENTS - 2 X CLAIMS 14/08-16/08 & 17/08-18/08/2022. CLAIMED BY SHIRE ON BEHALF OF TENANT TO REIMBURSE TENANT FOR LOSS OF POWER.	-\$240.00	FULLY
EFT11755	24/11/2022	NIKAYLA-JOY OVENS	4/19 GILLET STREET. REFUND: SYNERGY OUTAGE CLAIM REIMBURSEMENTS - 2 X CLAIMS 14/08-16/08 & 17/08-18/08/2022. CLAIMED BY SHIRE ON BEHALF OF TENANT TO REIMBURSE TENANT FOR LOSS OF POWER.	-\$240.00	FULLY
EFT11756	24/11/2022	LG BEST PRACTICES PTY LTD	PAYROLL JULY AND AUGUST 22 - LEAVE PROVISIONS, APPROVALS AND AUTHORISATIONS, IMBALANCE QUERY DUE TO CREDIT NOTE FOR SUPER, UPDATE LSL INTO THE NEW FORMAT AND MAKE AMENDMENTS, PAYROLL CHECK IN AND ADVICE ON PAYROLL CREDITOR IMBALANCE AND LSL QUERY	-\$1,278.75	

11.1 (i) | List Of Accounts - November 2022

Chq/EFT	Date	Name	Description	Amount	Funded
EFT11757	24/11/2022	METRO HOTEL PERTH	WORKS & SERVICES - 5X NIGHTS ACCOMMODATION FOR STAFF TO ATTEND PROJECT MANAGEMENT TRAINING AND ROLLER OPERATOR TRAINING IN PERTH	-\$575.00	
EFT11758	24/11/2022	STACEY HARRIS	REFUND: KEY BOND FOR QUAIRADING JUNIOR NETBALL SEASON HIRE	-\$200.00	FULLY
EFT11759	24/11/2022	SNALLOW PTY LTD T/A WALLIS COMPUTER SOLUTIONS	NEW ADMINISTRATION SERVER: DELL POWEREDGE SERVER T550 (CAPITAL EXPENDITURE INCLUDES; HARDWARE, PREDELIVERY OF PHYSICAL SERVER, SERVER SET-UP AND MIGRATION COSTS, SERVER LICENCES ECM SERVER, SQL SERVER LICENCES). OPERATING COSTS INCLUDES; COMPUTER & USER MIGRATION COSTS, ONSITE COSTS INCLUDING TRAVEL, DELIVERY AND CONSUMABLES	-\$71,468.60	
EFT11760	24/11/2022	BRONSON SAFETY PTY LTD	3X SAFETY MIRROR CRYSTAL VIEW OUTDOOR CONVEX STAINLESS STEEL 600MM - INCLUDING FREIGHT	-\$1,977.69	
EFT11761	24/11/2022	DANTHONIA DESIGNS	QUAIRADING SC MUSEUM SIGN	-\$2,500.30	
EFT11762	24/11/2022	FIELDTECH SOLUTIONS PTY LTD	CARTON WASTE BAGS, BIODEGRADABLE, CTN 10 ROLLS, DISPENSER ROLL OF 500 BAGS, DOG BAG DISPENSER FOR PARKS	-\$292.05	
EFT11763	24/11/2022	NUTRIEN WATER	MODULE 3 STATION, CONTROLLER HYDRAWISE 4 STATION, MODULE 9 STATION FOR OVALS AND CRC. HUNTER SPRINKLER GEAR DRIVES	-\$2,405.78	
EFT11764	24/11/2022	BAYSCENE PTY LTD T/A WETDECK POOLS	SITE VISIT AND INSPECTION - QUAIRADING POOL & SWAP OUT PUMPS IN THE PLANTROOM OF QUAIRADING MEMORIAL SWIMMING POOL (MATERIALS, LABOUR AND TRAVEL)	-\$4,598.00	
EFT11765	24/11/2022	THE FACTORY (AUSTRALIA) PTY LTD	MAIN STREET CHRISTMAS DECORATIONS - 1 LARGE RED BAUBLE 5M X 3M, 1 CHRISTMAS LARGE FEATURE STAR 2M HIGH - GOLD	-\$7,177.50	
EFT11766	24/11/2022	ALAN BRIDGES	REFUND: CARAVAN PARK SITE BOOKING 15-22/11/2022	-\$170.97	FULLY
EFT11767	24/11/2022	JODEE KERR	REFUND: CARAVAN PARK ROOM BOOKING 18/11-20/11/2022	-\$70.00	FULLY
EFT11768	24/11/2022	SHERIDAN'S FOR BADGES	3 CIPHERDOOR PLATES WITH INSERT BLACK - EMWS, SUPERVISOR - CONSTRUCTION, SUPERVISOR - GARDENS	-\$227.43	
EFT11769	30/11/2022	REECE GROUP PTY LTD.	PUSH BUTTON TAP FOR TOAPIN WEIR AND KWIRRADING KOORT COMMUNITY PARK (LRCI/LOTTERYWEST FUNDED PROJECT)	-\$627.97	PARTIALLY
EFT11770	30/11/2022	QUAIRADING TYRE & BATTERY SUPPLIES	PURCHASES FOR TRUCK Q272: FIT TRUCK TYRE, REPAIR TRUCK TYRE, 6MM MUSHY, SECOND HAND RIM, FIT TRUCK TYRE. TYRESET FOR BAG TROLLEY IN DEPOT WORKSHOP. TYRES FOR Q190	-\$1,453.35	
EFT11771	30/11/2022	FORPARK AUSTRALIA	WEMBLEY SEAT - ALUMINIUM X2 FOR OLD SCHOOL SITE & WEMBLEY SEAT - ALUMINIUM X1 FOR HEAL STREET	-\$4,656.30	

11.1 (i) | List Of Accounts - November 2022

Chq/EFT	Date	Name	Description	Amount	Funded
EFT11772	30/11/2022	SURGICAL HOUSE	MEDICAL CENTRE SUPPLIES - CONTROL SOLUTION OPTIUM, TEST STRIP, INJECTION PAD, ALCOHOL SWABS, GUEDEL AIRWAY DISPOSABLE WHITE, FORCEPS, FACE MASK, WHEELCHAIR ECONOMY SELF PROPELLED 440MM SEAT, PUMP SUCTION. CANISTER/TUBET, STITCH CUTTER AND FREIGHT	-\$800.02	
EFT11773	30/11/2022	SUNNY SIGN COMPANY PTY LTD	QUAIRADING AIRSTIP - CL100 DIGITAL PRINT - SHIRE LOGO, POSTS, POST CAPS, BRACKETS, CL100 DIGITAL PRINT	-\$1,306.58	
EFT11774	30/11/2022	JASON JOHN COLBUNG	REIMBURSEMENT: MEALS COSTS FOR TRAINING	-\$44.10	
EFT11775	30/11/2022	BENTNAIL BUILDING & MAINTENANCE	ONE DAY EXCAVATOR HIRE - GRAVE DIGGING	-\$220.00	
EFT11776	30/11/2022	BLUESTEEL ENTERPRISES P/L (AGENT FOR: FRONTLINE FIRE & RESCUE)	REPLACEMENT DIAPHRAGM, SUIT GAAM HAND PRIMER FOR HINO FIRE TENDER	-\$123.20	
EFT11777	30/11/2022	RURAL DANCE SCHOOLS WA	2&5 CHILDRENS WEEK HIP HOP CLASS (CHILDRENS WEEK GRANT)	-\$297.00	FULLY
EFT11778	30/11/2022	OEM GROUP PTY LTD	INSPECTION FEE FOR SPITWATER MACHINE (PRESSURE WASHER SOAP DISPENSER NOT WORKING)	-\$187.00	
EFT11779	30/11/2022	THE QUAIRADING HOTEL	LUNCH FOR WEBSITE PHOTOSHOOT - 16/11/2022	-\$394.90	
EFT11780	30/11/2022	WA DIY PATIOS PTY LTD.	ABLUTION BLOCK STRUCTURE & 12M X 4M FREESTANDING PATIO STRUCTURE FOR KWIRRADING KOORT COMMUNITY PARK (LRCI/LOTTERYWEST FUNDED PROJECT)	-\$23,582.00	PARTIALLY
EFT11781	30/11/2022	SNALLOW PTY LTD T/A WALLIS COMPUTER SOLUTIONS	IT SUPPORT OUTSIDE OF CONTRACT AGREEMENT - YOUTH CENTRE COMPUTER PASSWORD RESET (PUBLIC COMPUTERS)	-\$73.92	
EFT11782	30/11/2022	MIDLAND MOWERS	MASPORT 4 WAY HOME GARDENER (ROTARY HOE)	-\$1,379.00	
EFT11783	30/11/2022	THE RURAL BUILDING COMPANY PTY LTD	SOIL INSPECTION QUOTE - 5 EDWARDS WAY, QUAIRADING WA	-\$1,928.30	
EFT11784	30/11/2022	CJ PEACOCK & CO	RATES REFUND FOR ASSESSMENT OVERPAYMENT IN ERROR - LOCATION 8443 QUAIRADING 6383	-\$39,494.88	FULLY
23923	02/11/2022	SHIRE OF QUAIRADING	CONTAINERS FOR CHANGE FLOAT	-\$220.70	
23925	10/11/2022	SHIRE OF QUAIRADING	CONTAINERS FOR CHANGE FLOAT	-\$457.70	
23926	17/11/2022	SHIRE OF QUAIRADING	CONTAINERS FOR CHANGE FLOAT	-\$307.90	
23927	23/11/2022	SHIRE OF QUAIRADING	CONTAINERS FOR CHANGE FLOAT	-\$258.00	
23928	29/11/2022	SHIRE OF QUAIRADING	CONTAINERS FOR CHANGE FLOAT	-\$389.40	
				-\$702,560.48	

TRANSPORT TAKINGS FOR THE MONTH ENDING
30 NOVEMBER 2022 Attachment 11.1 (ii)

ACTUAL TOTAL TAKINGS		
DATE OF TAKINGS	DESCRIPTION	AMOUNT \$
1/11/2022	TRANSPORT TAKINGS	\$1,101.55
2/11/2022	TRANSPORT TAKINGS	\$284.05
3/11/2022	TRANSPORT TAKINGS	\$751.40
4/11/2022	TRANSPORT TAKINGS	\$279.50
7/11/2022	TRANSPORT TAKINGS	\$762.65
8/11/2022	TRANSPORT TAKINGS	\$9,421.20
9/11/2022	TRANSPORT TAKINGS	\$1,188.95
10/11/2022	TRANSPORT TAKINGS	\$2,027.50
11/11/2022	TRANSPORT TAKINGS	\$1,805.40
14/11/2022	TRANSPORT TAKINGS	\$1,573.75
15/11/2022	TRANSPORT TAKINGS	\$1,541.30
16/11/2022	TRANSPORT TAKINGS	\$960.45
17/11/2022	TRANSPORT TAKINGS	\$1,638.60
18/11/2022	TRANSPORT TAKINGS	\$1,550.50
21/11/2022	TRANSPORT TAKINGS	\$167.90
22/11/2022	TRANSPORT TAKINGS	\$1,137.30
23/11/2022	TRANSPORT TAKINGS	\$1,214.60
24/11/2022	TRANSPORT TAKINGS	\$1,651.05
25/11/2022	TRANSPORT TAKINGS	\$104.35
28/11/2022	TRANSPORT TAKINGS	\$2,352.70
TAKINGS RECEIVED IN THE BANK - NOVEMBER 2022		\$31,514.70

AMOUNTS YET TO BE DRAWN		
DATE OF TAKINGS	DESCRIPTION	AMOUNT \$
29/11/2022	TRANSPORT TAKINGS	\$444.45
30/11/2022	TRANSPORT TAKINGS	\$439.35
NOVEMBER TAKINGS RECEIVED IN THE BANK - DECEMBER 2022		\$883.80

Shire of Quairading Credit Card Reconciliation - Page 1

Statement From 28/10/2022 Statement Total
Statement To 27/11/2022 \$ 2,102.57



Credit Card Summary			
Card Name	Title	Card Ending	Amount Spent
Nicole Gibbs	CEO	1475	\$ 1,766.10
Leah Horton	EMCS	1336	\$ 336.47
Vacant	EMCPS	n/a	\$ -
Vacant	CESM	n/a	\$ -
Vacant	EMWS	n/a	\$ -

Credit Card Transaction - GL Entry			
GL Code	Amount (incl GST)	GST (\$)	Narration/Summary
2040211.2101	\$ 184.59	\$ 16.78	Christmas party refreshments CEO - GST
2040211.2101	\$ 271.63	\$ -	Christmas party refreshments CEO- no GST
2040211.2101	\$ 37.00	\$ 3.36	Microgrid meeting refreshment CEO - GST
2040211.2101	\$ 13.50	\$ -	EMED meeting refreshments CEO - no GST
P5480.2610.4000	\$ 512.85	\$ 46.62	Diesel Purchases CEO Vehicle
W13216.2400.2104	\$ 44.00	\$ 4.00	Social Media Adverts/iStock Subscr CEO
W13216.2400.2104	\$ 5.13	\$ -	Social Media Adverts/Facebook CEO
2040140.2101	\$ 273.80	\$ -	Lights for christmas party CEO
2040140.2101	\$ 423.60	\$ -	Christmas decorations CEO
2140215.2101	\$ 167.70	\$ 15.25	Stationery & phone case EMCS
P360.2610.4001	\$ 168.77	\$ 15.34	Petrol OQ EMCS

9130001.00	-\$ 2,102.57	Bring credit card expenses into muni - November 2022 - evidence in Credit Card File
------------	--------------	---

Totals	\$ 2,102.57	\$ 101.36
---------------	--------------------	------------------

Shire Confirmation


Nicole Gibbs, Chief Executive Officer

Council Approval


Jo Haythornthwaite, Chair A&R Committee

ACCOUNTS PROCESSING

Journal Date (DD):

14/12/2022

Journal Number:

22 23 067

Journal Batch:

6945

Journal Posting Period:

6



BusinessChoice Everyday Mastercard® Statement



053

SHIRE OF QUAIRADING
LEAH HORTON
PO BOX 38
QUAIRADING WA 6383

Billing Account Number

5163 2800 9109 9937

Payment Due Date

22 DECEMBER 2022

Closing Balance

\$2,102.57

Minimum Payment Due

\$64.00

Amount Paid (Details on the reverse)

\$

+5163280091099937+

(Cut along this dotted line)

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards service available 24 hours a day, 7 days a week.

Any statement entries for purchases or cash advances made in a foreign currency show the foreign currency transaction amount converted into Australian dollars by the applicable credit card scheme. Any applicable Westpac Foreign Transaction Fee (described below as "Foreign Transaction Fee") charged is shown as a separate entry.

Company Name		Number of Cards		Facility Number		Annual Cash % Rate	Annual Purchase % Rate
Shire Of Quairading		2		02752751		19.96%	14.25%
Contact Name		Billing Account Number		Opening Balance		Credit Limit	
Leah Horton		5163280091099937		769.51		10,000	
Statement From	Statement To	Payment Due Date	Opening Balance	Minimum Payment Due	Closing Balance	Available Credit	
28 OCT 2022	27 NOV 2022	22 DEC 2022	769.51	64.00	2,102.57	7,897.43	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
769.51	769.51 -	0.00	0.00	0.00	2,102.57	2,102.57	0.00	64.00

S000816 / M000194 / 330 / CN VPCP1

SHIRE OF QUAIRADING	FILE NO:
	01 DEC 2022
	TO: COPY TO:

CSF VPC

© Westpac Banking Corporation ABN 33 007 457 141 AFSL and Australian credit licence 233714.

Page 1 of 3

WBCA4WFGI 0919 7961

Important:

1. If mailing DO NOT send notes or coins.
2. Please write your Payment Account Number on the back of each cheque.
3. Check your records of your transactions against this statement.
4. Report any discrepancies to Westpac.

Details of cheques (proceeds may not be available until cleared)				CASH AMOUNT
DRAWER (i.e. account name on cheque)	CHEQUE NO.	BSB NO. OR BANK	ACCOUNT NO. OR BRANCH	CHEQUE AMOUNT
TELLER/BANK STAMP			TOTAL \$	
SIGNATURE:				

**Choose the payment method that suits you best****By Mail**

Complete and mail the top portion of page one of your statement together with your cheque to:
Cards GPO Box 4220 Sydney NSW 2001

**Using Card Autopay**

Pay your account automatically from any cheque or non-passbook savings account with any bank or financial institution in Australia. To apply for Card Autopay for your credit card, call 1300 651 089 or download a form online at www.westpac.com.au.

**By Telephone Banking**

Call 132 032 if you have another Westpac account.

**Via Westpac Internet Banking**

At www.westpac.com.au if you have another Westpac account.

**Using BPAY**

Contact any participating institution to make this payment from your cheque or savings account. When prompted, simply enter the biller code (5181) and your Payment Account Number as your reference number.

**In Person**

At any of our Westpac branches in Australia.

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

* If you have set up a direct debit arrangement for making automatic repayments to your BusinessChoice credit card account, and there have been two failed direct debit transactions (that is, we cannot withdraw the nominated amount from your nominated account) in consecutive months due to insufficient funds in the nominated account, we may, at our sole discretion:

1. Cancel your BusinessChoice Facility Autopay Request Form- Direct Debit Request (New change)
2. Impose a fee or charge (No change- We currently charge a \$15 missed payment fee when payment is not received by statement due date)
3. Charge interest on any unpaid purchases outstanding (No change)

If your Direct Debit Request is cancelled, you must arrange to either set up a new Autopay Request Form- Direct Debit Request or use alternative payment methods so we can process your payment. Please ensure that there are sufficient funds available in the nominated account to allow direct debit payments to be made in accordance with your BusinessChoice Facility Autopay Request Form- Direct Debit Request.

Please remember any payments made into the Billing account that places the Billing Account into credit or results in a zero balance at the payment due date, your direct debit will still continue to take place. This also applies if you make an additional payment into the Billing Account that is only a partial payment and still leaves a debit balance on the Billing Account, your direct debit arrangement for the month will remain unchanged and continue to take place.

S000816 / M000154 / 330 / CN1VPCP1



Summary of Billing Account Transactions		
Date of Transaction	Description	Débts/Credits
11 NOV	Payments AUTOMATIC PAYMENT	
	Sub Total:	769.51 - 769.51 -
27 NOV	Miscellaneous Transactions LEAH HORTON 5163 2800 0144 1336	
27 NOV	Monthly Balance	336.47
27 NOV	NICOLE GIBBS 5163 2800 0186 1475	
	Monthly Balance	1,766.10
	Sub Total:	2,102.57
	Grand Total:	1,333.06

Remember to always keep your passcode secret - don't tell anyone or let them see it. Never write your passcode on your card or on anything that could be lost or stolen. If you do need to record a reminder, you must make every effort to disguise it. You may be liable for losses if you don't protect your passcode.

To help you learn how you can protect your card against unauthorised transactions, you can find more information at westpac.com.au/businessdispute

Important update to your Terms and Conditions

We're updating the Westpac BusinessChoice Cards Terms and Conditions, with effect from 13 December 2022. The update includes additional wording to confirm that a nominated cardholder is authorised to request a replacement card on behalf of the liable party (or parties) where the cardholder's existing card is lost, damaged or stolen, except where the card has been cancelled by the liable party (or parties). Please read these updated Terms and Conditions available at westpac.com.au

Complaints

If you have a complaint, contact our dedicated Customer Solutions team on 132 032 or write to us at Westpac Customer Solutions, Reply Paid 5265, Sydney NSW 2001. If an issue has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFOA). AFOA provides fair and independent financial services complaint resolution that is free to consumers.

Online: www.afca.org.au

Email: info@afca.org.au

Phone 1800 931 678

Mail: Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001

S000817 / M000194 / 330 / CN1VPCP1

CSF VPC

© Westpac Banking Corporation ABN 33 007 457 141 AFSL and Australian credit licence 233714.

Page 3 of 3

WBCA4WFGI 0919 7962

Shire of Quairading
Credit Card Reconciliation - Page 2

Statement From 28/10/2022
Statement To 27/11/2022

Credit Card Transactions - Nicole Gibbs, CEO						
Transaction Date	Statement Description	Amount (incl GST)	GST (\$)	GST (Y/N)	GL/Job	Narration
30/10/2022	iStock Photos	\$ 44.00	\$ 4.00	Y	W13216.2400.2104	Social Media Advert Subscription
28/10/2022	BP Quairading	\$ 124.51	\$ 11.32	Y	P5480.2610.4000	Diesel P5480
3/11/2022	eBay Sydney	\$ 273.80	\$ -	N	2040140.2101	Lights for Christmas party and events
3/11/2022	Wish.com.au	\$ 423.60	\$ -	N	2040140.2101	Christmas decorations
5/11/2022	Ampol West Pinjarra	\$ 135.23	\$ 12.29	Y	P5480.2610.4000	Diesel P5480
8/11/2022	Facebook advertising	\$ 5.13	\$ -	N	W13216.2400.2104	Social Media Advertising
13/11/2022	Puma Binningup	\$ 129.11	\$ 11.74	Y	P5480.2610.4000	Diesel P5480
15/11/2022	Golden Grain Café Quairading	\$ 13.50	\$ -	N	2040211.2101	refreshments - meeting with EMED
20/11/2022	WA Fuel Supplies Boyanup	\$ 124.00	\$ 11.27	Y	P5480.2610.4000	Diesel P5480
21/11/2022	Cellarbrations York	\$ 128.99	\$ 11.73	Y	2040211.2101	Christmas party refreshments
21/11/2022	York IGA	\$ 10.80	\$ 0.98	Y	2040211.2101	Christmas party refreshments
22/11/2022	Coles Midland	\$ 44.80	\$ 4.07	Y	2040211.2101	Christmas party refreshments
22/11/2022	Coles Midland	\$ 31.98	\$ -	N	2040211.2101	Christmas party refreshments
22/11/2022	Hope Star Curulli Seafood Midland	\$ 168.80	\$ -	N	2040211.2101	Christmas party refreshments
22/11/2022	Barbeques Galore Midland	\$ 70.85	\$ -	N	2040211.2101	Christmas party refreshments
23/11/2022	Jules Shoppe York	\$ 37.00	\$ 3.36	Y	2040211.2101	Microgrid meeting refreshments
Total		\$ 1,766.10	\$ 70.77			



BusinessChoice Everyday Mastercard® Statement

MISS NICOLE JULIA GIBBS
SHIRE OF QUAIRADING
QUAIRADING WA 6383

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards service available 24 hours a day, 7 days a week.

Any statement entries for purchases or cash advances made in a foreign currency show the foreign currency transaction amount converted into Australian dollars by the applicable credit card scheme. Any applicable Westpac Foreign Transaction Fee (described below as "Foreign Transaction Fee") charged is shown as a separate entry.

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Miss Nicole Julia Gibbs	5163 2800 0186 1475	5,000	5,000.00
Statement From	Statement To	Facility Number	
28 OCT 2022	27 NOV 2022	02752751	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	1,766.10	0.00	0.00	1,766.10 -	0.00	0.00	0.00

5000820 / M000194 / 330 / CN1VPCP1

CSF VPC

© Westpac Banking Corporation ABN 33 007 457 141 AFSL and Australian credit licence 233714.

Page 1 of 3
WBCA4WFGI 0919 7965

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

* If you have set up a direct debit arrangement for making automatic repayments to your BusinessChoice credit card account, and there have been two failed direct debit transactions (that is, we cannot withdraw the nominated amount from your nominated account) in consecutive months due to insufficient funds in the nominated account, we may, at our sole discretion:

1. Cancel your BusinessChoice Facility Autopay Request Form- Direct Debit Request (New change)
2. Impose a fee or charge (No change- We currently charge a \$15 missed payment fee when payment is not received by statement due date)
3. Charge interest on any unpaid purchases outstanding (No change)

If your Direct Debit Request is cancelled, you must arrange to either set up a new Autopay Request Form- Direct Debit Request or use alternative payment methods so we can process your payment.

Please ensure that there are sufficient funds available in the nominated account to allow direct debit payments to be made in accordance with your BusinessChoice Facility Autopay Request Form- Direct Debit Request.

Please remember any payments made into the Billing account that places the Billing Account into credit or results in a zero balance at the payment due date, your direct debit will still continue to take place. This also applies if you make an additional payment into the Billing Account that is only a partial payment and still leaves a debit balance on the Billing Account, your direct debit arrangement for the month will remain unchanged and continue to take place.

BusinessChoice Everyday Mastercard®

Date of Transaction	Description	Debits/Credits	Cardholder Comments
30 OCT ✓	Purchases iStock.com New York AUS	✓ 44.00	W13216
28 OCT ✓	COMMERICAL PHOTOGRAPHY, ART BP QUAIRADING 6561 QUAIRADING AUS	✓ 124.51	P5480
03 NOV ✓	SERVICE STATIONS eBay 0*15-09291-72365 Sydney AUS	✓ 273.80	★2040140
03 NOV ✓	DEPARTMENT STORES Wish.com AU BARANGAROO AUS	✓ 423.60	2040140
05 NOV ✓	DISCOUNT STORES AMPOL FORREST H 51003F WEST PINJARRA AUS	✓ 135.23	P5480
08 NOV ✓	SERVICE STATIONS ADS*APVHGKXVJ2 fb.me/ads IRL	✓ 5.13	W13216
13 NOV ✓	INC FX FEE AUD \$0.14 ADVERTISING SERVICES PUMA BINNINGUP BINNINGUP AUS	✓ 129.11	P5480
15 NOV ✓	SERVICE STATIONS THE GLDN GRN CAF BKR QUAIRADING AUS	✓ 13.50	2040211
20 NOV ✓	EATING PLACES, RESTAURANTS WA FUEL SUPPLIES PTY L BOYANUP AUS	✓ 124.00	P5480
21 NOV ✓	FUEL DISPENSER, AUTOMATED CELLARBRATIONS AT DU YORK AUS	✓ 128.99	2040211
21 NOV ✓	PACKAGE STORES - BEER, LIQUO YORK IGA YORK AUS	✓ 10.80	2040211
22 NOV ✓	GROCERY STORES, SUPERMARKETS COLES 0278 MIDLAND AUS	✓ 76.78	2040211
22 NOV ✓	GROCERY STORES, SUPERMARKETS HOPE STAR (HS) PTY L MIDLAND AUS	✓ 168.80	2040211
22 NOV ✓	EATING PLACES, RESTAURANTS BARBEQUES GALORE AUS MIDLAND AUS	✓ 70.85	2040211
	MISCELLANEOUS HOUSE FURNISHI		

S000020 / M000194 / 330 / CN1VPCPH



BusinessChoice Everyday Mastercard®			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
23 NOV ✓	JULES SHOPPE YORK AUS FAST FOOD RESTAURANTS Sub Total:	✓ 37.00 1,766.10	2040211
27 NOV	Miscellaneous Transactions TRANSFER CLOSING BALANCE TO BILLING ACCT Sub Total:	1,766.10 - 1,766.10 -	
	Grand Total:	0.00	

I have checked the above details and verify that they are correct.

Cardholder Signature

Date 8/12/22

Transactions examined and approved.

Manager/Supervisor Signature

Date 8/12/2022

Remember to always keep your passcode secret - don't tell anyone or let them see it. Never write your passcode on your card or on anything that could be lost or stolen. If you do need to record a reminder, you must make every effort to disguise it. You may be liable for losses if you don't protect your passcode.

To help you learn how you can protect your card against unauthorised transactions, you can find more information at westpac.com.au/businessdispute

Important update to your Terms and Conditions

We're updating the Westpac BusinessChoice Cards Terms and Conditions, with effect from 13 December 2022. The update includes additional wording to confirm that a nominated cardholder is authorised to request a replacement card on behalf of the liable party (or parties) where the cardholder's existing card is lost, damaged or stolen, except where the card has been cancelled by the liable party (or parties). Please read these updated Terms and Conditions available at westpac.com.au

Complaints

If you have a complaint, contact our dedicated Customer Solutions team on 132 032 or write to us at Westpac Customer Solutions, Reply Paid 5265, Sydney NSW 2001. If an issue has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers.

Online: www.afca.org.au

Email: info@afca.org.au

Phone 1800 931 678

Mail: Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001

S000021 / M000194 / 330 / CN1VPCP1

CSF VPC

© Westpac Banking Corporation ABN 33 007 457 141 AFSL and Australian credit licence 233714.

Page 3 of 3

WBCA4WFGI 0919 7966

Shire of Quairading
Credit Card Reconciliation - Page 3

Statement From 28/10/2022
 Statement To 27/11/2022

Credit Card Transactions - Leah Horton, EMCS						
Transaction Date	Statement Description	Amount (incl GST)	GST (\$)	GST (Y/N)	GL/Job	Narration
30/10/2022	Coles Express Brentwood	\$ 85.75	\$ 7.80	Y	P360.2610.400 1	Petrol 0Q
12/11/2022	Officeworks Jandakot	\$ 95.70	\$ 8.70	Y	2140215.2101	Stationery supplies
12/11/2022	Ampol South Lake	\$ 83.02	\$ 7.55	Y	P360.2610.400 1	Petrol 0Q
12/11/2022	Tech Revo Group Success	\$ 72.00	\$ 6.55	Y	2140215.2101	Phone case and protective cover
Total		\$ 336.47	\$ 30.59			



BusinessChoice Everyday Mastercard® Statement

MRS LEAH MAREE HORTON
SHIRE OF QUAIRADING
QUAIRADING WA 6383

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards service available 24 hours a day, 7 days a week.

Any statement entries for purchases or cash advances made in a foreign currency show the foreign currency transaction amount converted into Australian dollars by the applicable credit card scheme. Any applicable Westpac Foreign Transaction Fee (described below as "Foreign Transaction Fee") charged is shown as a separate entry.

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Mr Leah Maree Horton	5163 2800 0144 1336	1,000	1,000.00
Statement From	Statement To	Facility Number	
28 OCT 2022	27 NOV 2022	02752751	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	336.47	0.00	0.00	336.47 -	0.00	0.00	0.00

5000818 / M000194 / 330 / CN VPCPI

CSF VPC

© Westpac Banking Corporation ABN 33 007 457 141 AFSL and Australian credit licence 233714.

Page 1 of 3

WBCA4WFGI 0919 7963

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

* If you have set up a direct debit arrangement for making automatic repayments to your BusinessChoice credit card account, and there have been two failed direct debit transactions (that is, we cannot withdraw the nominated amount from your nominated account) in consecutive months due to insufficient funds in the nominated account, we may, at our sole discretion:

1. Cancel your BusinessChoice Facility Autopay Request Form- Direct Debit Request (New change)
2. Impose a fee or charge (No change- We currently charge a \$15 missed payment fee when payment is not received by statement due date)
3. Charge interest on any unpaid purchases outstanding (No change)

If your Direct Debit Request is cancelled, you must arrange to either set up a new Autopay Request Form- Direct Debit Request or use alternative payment methods so we can process your payment.

Please ensure that there are sufficient funds available in the nominated account to allow direct debit payments to be made in accordance with your BusinessChoice Facility Autopay Request Form- Direct Debit Request.

Please remember any payments made into the Billing account that places the Billing Account into credit or results in a zero balance at the payment due date, your direct debit will still continue to take place. This also applies if you make an additional payment into the Billing Account that is only a partial payment and still leaves a debit balance on the Billing Account, your direct debit arrangement for the month will remain unchanged and continue to take place.

BusinessChoice Everyday Mastercard®			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
30 OCT	Purchases COLES EXPRESS 6905 BRENTWOOD AUS	85.75	P360
12 NOV	SERVICE STATIONS OFFICEWORKS 0620 JANDAKOT AUS	95.70	2140215
12 NOV	STATIONERY, OFFICE & SCHOOL stationery AMPOL STH LAKE 55396F SOUTH LAKE AUS	83.02	P360
12 NOV	SERVICE STATIONS TECH REVO GROUP PTY SUCCESS AUS	72.00	2140215
	ELECTRONIC REPAIR SHOPS phone case		
	Sub Total:	336.47	
27 NOV	Miscellaneous Transactions TRANSFER CLOSING BALANCE TO BILLING ACCT	336.47 -	
	Sub Total:	336.47 -	
	Grand Total:	0.00	

I have checked the above details and verify that they are correct.

Cardholder Signature



Date 07 Dec 2022

Transactions examined and approved

Manager/Supervisor Signature



Date 8/12/2022

S000818 / M000194 / 330 / CN1VPCP1



Remember to always keep your passcode secret - don't tell anyone or let them see it. Never write your passcode on your card or on anything that could be lost or stolen. If you do need to record a reminder, you must make every effort to disguise it. You may be liable for losses if you don't protect your passcode.

To help you learn how you can protect your card against unauthorised transactions, you can find more information at westpac.com.au/businessdispute

Important update to your Terms and Conditions

We're updating the Westpac BusinessChoice Cards Terms and Conditions, with effect from 13 December 2022. The update includes additional wording to confirm that a nominated cardholder is authorised to request a replacement card on behalf of the liable party (or parties) where the cardholder's existing card is lost, damaged or stolen, except where the card has been cancelled by the liable party (or parties). Please read these updated Terms and Conditions available at westpac.com.au

Complaints

If you have a complaint, contact our dedicated Customer Solutions team on 132 032 or write to us at Westpac Customer Solutions, Reply Paid 5265, Sydney NSW 2001. If an issue has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers.

Online: www.afca.org.au

Email: info@afca.org.au

Phone 1800 931 678

Mail: Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001



S000819 / M000194 / 330 / CN1VPCP1

CSF VPC

© Westpac Banking Corporation ABN 33 007 457 141 AFSL and Australian credit licence 233714.

Page 3 of 3

WBCA4WFGI 0919 7964

11.2 Monthly Financial Statements - November 2022

Responsible Officer	Nicole Gibbs, Chief Executive Officer
Reporting Officer	Leah Horton, Executive Manager, Corporate Services
Attachments	1. Statement of Financial Activity - November 2022
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

RESOLUTION: OCM 142-22/23

Moved: Cr JC Hayes

Seconded: Cr BR Cowcill

That Council receive the monthly Financial Statements for the period ending 30th November 2022.

CARRIED 5/0

IN BRIEF

- Monthly financial statements for the period ending 30th November 2022 attached.
- Monthly financial statements have been updated based on the Bob Waddell and Associated monthly statements model.
- The 22/23 annual budget was endorsed by Council on 25 August 2022.
- Depreciation has not been calculated for the months of July to November.
- Admin Allocations have not been run for the months of July to November.
- The (draft) 21/22 annual financial report was submitted to AMD auditors on 25 November 2022. Once this has been finalised, depreciation and allocation rates will be updated.

MATTER FOR CONSIDERATION

To receive the monthly financial report and statements.

BACKGROUND

The Statement of Financial Activity, a similar report to the Rate Setting Statement, is required to be produced monthly in accordance with the Local Government (Financial Management) Regulation 1996. This financial report is unique to local government drawing information from other reports to include operating and capital revenue and expenditure, transfers to reserves and loan funding.

The ongoing impact of COVID-19 in conjunction with other international events (such as the war in Ukraine) continue to cause uncertainty and supply shortages around the world, with significant impact on world economic activities. It has resulted in steep rises in inflation worldwide, including Australia. The September 2022 Perth CPI rose 6.0% from the corresponding quarter of the previous year. As a result of extensive inflation, the Australian Bureau of Statistics (ABS) commenced publication of a monthly CPI indicator. The first publication was released on 30 November 2022, with the monthly CPI indicator rising 6.9% for the twelve months to October 2022. This monthly publication will occur on an ongoing basis, publishing the monthly CPI indicator around four weeks

after the end of the reference month. To curb the high inflation the Reserve Bank of Australia (RBA) have in the last few months announced consecutive increases in the cash rate, the latest being .25 in December. The current cash rate is 3.10%, increases for the last seven months amounted to 3.00%, exceeding market predictions.

In framing the Annual Budget 2022/23, the Shire considered the economic environment and the impact of COVID-19. In March 2020, in response to the COVID-19 pandemic, a State of Emergency and a Public State of Emergency were declared under section 56 of the *Emergency Management Act 2005* (WA) and section 167 of the *Public Health Act 2016* (WA), respectively. After 964 days, Western Australia's State of Emergency and the Public Health State of Emergency came to an end at 12:01am Friday, 4 November 2022.

Under the *Emergency Management Amendment (Temporary COVID-19 Provisions) Act 2022*, a 'Temporary COVID-19 Declaration' can be made by the State Emergency Coordinator if COVID-19 escalates and public health and social measures are needed to protect the community.

Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, requires each local government to present a Statement of Financial Activity that reports on income and expenditure as set out in the annual budget. In addition, regulation 34(5) stipulates for a local government to adopt a percentage or value to report on material variances between budgeted and actual results. The 2022/23 budget adopted by Council on 25 August 2022, determined the variance analysis for significant amounts of \$10,000 and 10% for the financial year.

Each Financial Management Report contains only the Original Budget. A Revised (adjusted) Budget has not been presented as no budget adjustments have been presented to Council for approval.

STATUTORY ENVIRONMENT

Australian Accounting Standards

Local Government (Financial Management) Regulations 1996

Local Government Act 1995

Regulation 34 requires local governments to report on a monthly basis, although it is much more prescriptive as to what is required, and its intention is to establish a minimum standard across the industry.

The Regulation requires the local government to prepare each month a statement of financial activity and the statement is intended to report on the sources and application of funds and highlighting variances to budget for the month in question.

POLICY IMPLICATIONS

Significant Accounting Policies

FINANCIAL IMPLICATIONS

Council provided a budget provision of \$90,502.50 for accounting support expenses in the 2022/2023 year. This includes \$18,000 for completion of the annual financial report, \$36,300 in rates outsourcing and the remainder for completion of the new budget, budget template and general accounting and finance support.

ALIGNMENT WITH STRATEGIC PRIORITIES

- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community
- 5.4 Governance & Leadership:** Implement systems and processes that meet legislative and audit obligations

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Low rate-base results in an inability to keep up with inflation.

Financial misconduct by (a) a Shire employee, and (b) an executive/office holder results in financial, legal and/or reputational damage.

RISK ASSESSMENT

	Option 1
Financial	Low <i>Council has provided Budget Provision for Additional Accounting Services to assist the Council Staff. Overall Financial Risk is mitigated with Monthly Financial Reports being prepared and presented to Council for Review and Monitoring of Council's Financial Position throughout the Year.</i>
Health	Low
Reputation	Low Additional experienced Accounting Support and Templates obtained to ensure that full Compliance to the Act, Regulations and Accounting Standards is achieved and maintained.
Operations	Low Additional External Accounting Contractor Services procured to support the new and existing Council Staff.
Natural Environment	Low

	Consequence				
Likelihood	Insignificant	Minor	Moderate	Major	Critical
Rare	LOW Accept the risk Routine management	LOW Accept the risk Routine management	LOW Accept the risk Routine management	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review
Unlikely	LOW Accept the risk Routine management	LOW Accept the risk Routine management	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review
Possible	LOW Accept the risk Routine management	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review	HIGH Quarterly senior management review
Likely	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review	HIGH Quarterly senior management review	EXTREME Monthly senior management review
Almost certain	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review	EXTREME Monthly senior management review	EXTREME Monthly senior management review

COMMENT

Council resolved in October 2000 (minute number 071-00/01) to receive financial statements in the required statutory format. The current template utilises the Bob Waddell and Associates monthly statements model (abridged version), recently converted to the new Chart of Accounts (COA).

The monthly financial statements have been updated using the Bob Waddell monthly statements model developed for smaller rural and regional Councils.

The model template has been updated to include profit and loss statements for the Caravan Park.

The statements will continue to be updated and customised to include relevant information for Council and staff and to work with improvement management accounting practices.

As the end of year process for 21/22 has not yet been finalised, no depreciation or admin allocations (clearing journals) have been recorded for the months of July to November. When appropriate, these will be run and backdated to the appropriate month and actuals for July, August, September, October and November will vary in future monthly reports.

The 21/22 (draft) annual financial report was submitted to AMD Auditors on 25 November 2022. The final audit is scheduled for Monday 12 December and Tuesday 13 December 2022. Once the on-site audit has been completed, it is expected that further queries will be received in January 2023 and audit finalisation to occur in January or February 2023.

In the October 2022 monthly financial report, the balance of \$364,577 remained outstanding for Sundry Creditors as of 31/10/2022, the Shire generally makes payment of all invoices entered within SynergySoft weekly, however due to an error in a creditors batch (lodged with IT Vision support 27/10/2022) a payment was not able to be made at month end until the batch was corrected. This correction has since happened and a payment against all outstanding invoices was made 11/11/2022. The balance as of 30/11/2022 is now \$140,557 with the majority of this balance being current or 30-day invoices that are November dated but received in December (therefore unable to be paid by 30/11/2022).

Again, in the October monthly report, the balance of \$122,017 remained outstanding for Sundry Debtors as of 31/10/2022. As the Shire was without a Finance Officer for many months, the task of debt collection was unfortunately something that remaining officers did not have the capacity to perform. This task is now being tackled by the recently recruited Finance and Customer Service Officer, who has already had success with the receipt of \$87,000 from DFES on the 15/11/2022. This is reflected in the 30/11/2022 balance, however a large invoice of \$154,776 for Lotterywest grant was raised with the date 30/11/2022 and therefore is affecting the balance.



SHIRE OF QUAIRADING

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 30 November 2022

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Monthly Summary Information

Key Terms and Descriptions - Statutory Reporting Programs

Statement of Financial Activity by Program

Key Terms and Descriptions - Nature or Type Descriptions

Statement of Financial Activity by Nature or Type

Note 1	Adjusted Net Current Assets	
Note 2	Cash and Financial Assets	
Note 3	Receivables	
Note 4	Other Current Assets	
Note 5	Payables	
Note 6	Rating Revenue	
Note 7	Disposal of Assets	
Note 8	Capital Acquisitions	
Note 9	Borrowings	
Note 10	Reserves	
Note 11	Other Current Liabilities	
Note 12	Operating Grants and Contributions	
Note 13	Non-Operating Grants and Contributions	
Note 14	Bonds & Deposits and Trust Fund	<i>Not Presented</i>
Note 15	Explanation of Material Variances	
Note 16	Budget Amendments	
Note 17	Caravan Park	

THIS PAGE INTENTIONALLY LEFT BLANK

**SHIRE OF QUAIRADING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

KEY INFORMATION

Items of Significance

The material variance adopted by the Shire for the 2022/23 year is \$10,000 and 10%. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of significant/material variance is disclosed in Note 15.

	% Collected / Completed	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over
Significant Projects					
Dangin - Mears Road (Capital)	0%	35,000.00	0	0	0
Groves Road Access (Capital)	6%	34,064.00	2,000	1,938	62
Old Beverley West Road (R2R)	0%	289,470.20	0	0	0
Badjaling North Road (R2R)	0%	110,395.00	0	0	0
RRG - Quairading - Corrigin Road (Capital) 21/22 SLK 5.1	1%	602,386.00	4,500	4,375	125
RRG - Quairading - Corrigin Road (Capital) 22/23 SLK 2.1	1%	599,183.00	4,500	4,375	125
Doodenanning - Mawson Road - LRCI Funded Expenditure	150%	176,774.00	176,774	265,118	(88,344)
Quairading - Cunderdin Road - WSNF Expenditure	3%	69,959.00	2,500	2,239	261
McLennan Street (Wood St - Heal St) - Footpath Capital	0%	60,565.00	0	0	0
Construction Hall Carpark LRCI Funded Expenditure	0%	505,500.00	0	0	0
Community Park - LRCI Funded Expenditure	36%	748,348.45	272,940	269,507	3,433
Grants, Subsidies and Contributions					
Operating Grants, Subsidies and Contributions	64%	720,087	457,674	463,937	6,262
Non-operating Grants, Subsidies and Contributions	4%	2,610,017	328,975	95,185	(233,790)
	17%	3,330,104	786,649	559,122	(227,527)
Rates Levied	100%	2,488,487	2,488,487	2,491,834	3,347

		Prior Year 30 November 2021	Current Year 30 November 2022
Financial Position			
Adjusted Net Current Assets	119%	\$ 2,373,558	\$ 2,829,069
Cash and Equivalent - Unrestricted	112%	\$ 2,532,657	\$ 2,829,561
Cash and Equivalent - Restricted	101%	\$ 3,578,325	\$ 3,618,477
Receivables - Rates	132%	\$ 415,354	\$ 548,015
Receivables - Other	295%	\$ 103,046	\$ 304,072
Payables	100%	\$ 276,540	\$ 276,190

% Compares current ytd actuals to prior year actuals at the same time

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

SHIRE OF QUAIRADING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 2022

SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 November 2022
 Prepared by: Leah Horton (EMCS)
 Reviewed by: Nicole Gibbs (CEO)

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also 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 Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 14.

SIGNIFICANT ACCOUNTING POLICIES

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.

CRITICAL ACCOUNTING ESTIMATES

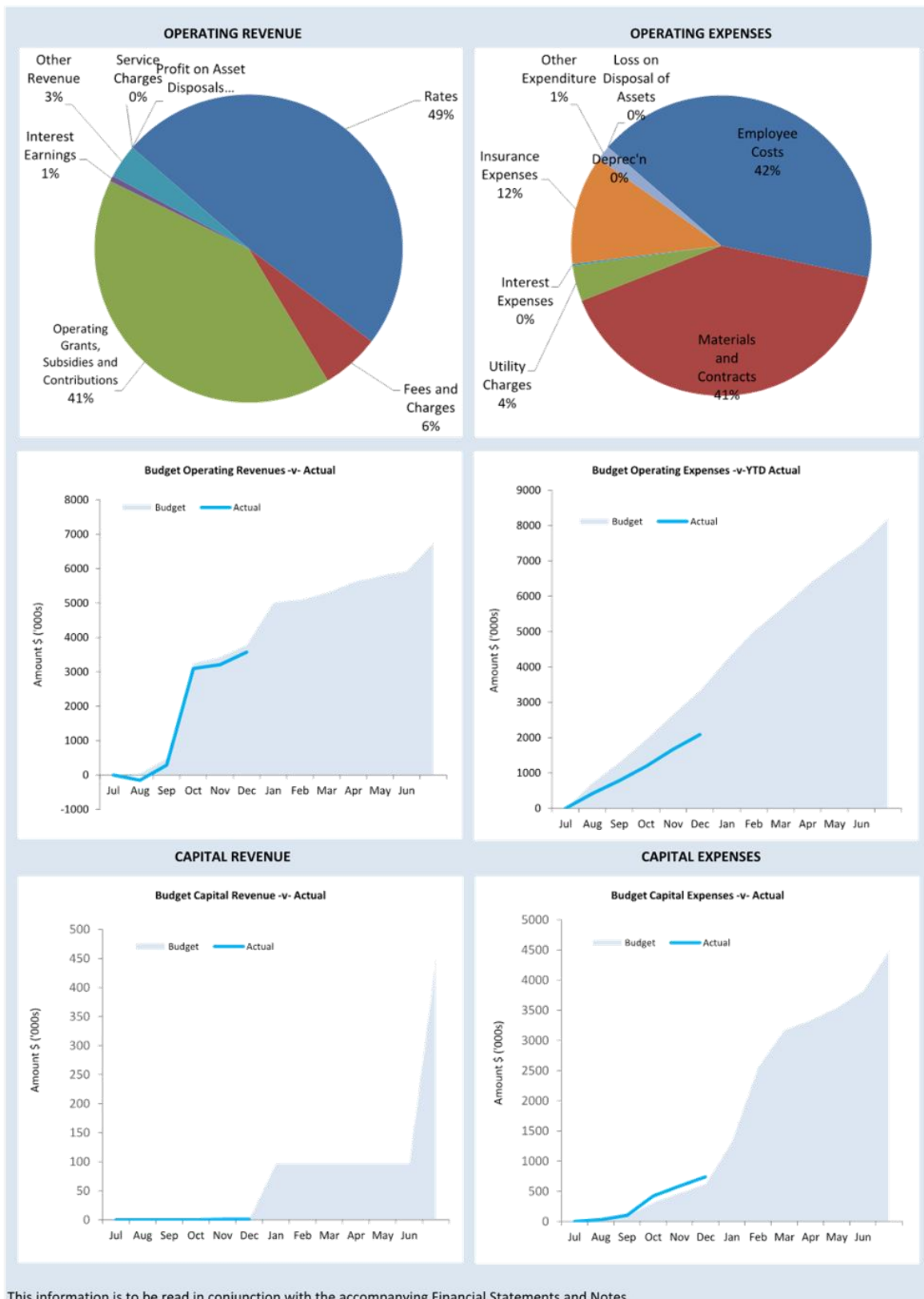
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

ROUNDING OFF FIGURES

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

**SHIRE OF QUAIRADING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

SUMMARY GRAPHS



SHIRE OF QUAIRADING
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

STATUTORY REPORTING PROGRAMS

	Note	Adopted Annual Budget	Amended Annual Budget (d)	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
		\$	\$	\$	\$	\$	%		
Opening Funding Surplus(Deficit)	1	2,127,487	2,127,487	2,127,487	2,079,787	(47,700)	(2%)	▼	
Revenue from operating activities									
Governance		500	500	205	0	(205)	(100%)	▼	
General Purpose Funding - Rates	6	2,488,487	2,488,487	2,488,487	2,491,834	3,347	0%	▲	
General Purpose Funding - Other		542,912	542,912	301,663	312,061	10,398	3%	▲	
Law, Order and Public Safety		210,384	210,384	64,062	65,866	1,804	3%	▲	
Health		11,192	11,192	753	263	(490)	(65%)	▼	
Education and Welfare		63,053	63,053	26,100	19,967	(6,133)	(23%)	▼	
Housing		122,195	122,195	50,830	47,070	(3,760)	(7%)	▼	
Community Amenities		172,522	172,522	152,443	159,021	6,578	4%	▲	
Recreation and Culture		28,577	28,577	7,961	12,231	4,269	54%	▲	
Transport		179,850	179,850	167,660	171,484	3,824	2%	▲	
Economic Services		294,684	294,684	181,065	191,768	10,703	6%	▲	
Other Property and Services		33,076	33,076	13,760	7,443	(6,317)	(46%)	▼	
		4,147,432	4,147,432	3,454,989	3,479,007				
Expenditure from operating activities									
Governance		(714,290)	(714,290)	(356,695)	(204,866)	151,829	43%	▲	\$
General Purpose Funding		(76,883)	(76,883)	(24,136)	(9,642)	14,494	60%	▲	\$
Law, Order and Public Safety		(544,136)	(544,136)	(189,992)	(106,399)	83,592	44%	▲	\$
Health		(366,623)	(366,623)	(156,481)	(132,146)	24,335	16%	▲	\$
Education and Welfare		(249,561)	(249,561)	(97,384)	(46,000)	51,384	53%	▲	\$
Housing		(418,337)	(418,337)	(79,883)	(63,294)	16,589	21%	▲	\$
Community Amenities		(539,724)	(539,724)	(243,182)	(182,485)	60,697	25%	▲	\$
Recreation and Culture		(1,048,165)	(1,048,165)	(431,038)	(209,851)	221,187	51%	▲	\$
Transport		(3,165,567)	(3,165,567)	(1,297,797)	(322,431)	975,366	75%	▲	\$
Economic Services		(1,045,114)	(1,045,114)	(375,981)	(164,944)	211,037	56%	▲	\$
Other Property and Services		(39,700)	(39,700)	(82,093)	(644,534)	(562,441)	(685%)	▼	\$
		(8,208,100)	(8,208,100)	(3,334,662)	(2,086,592)				
Operating activities excluded from budget									
Add back Depreciation		3,152,569	3,152,569	1,312,990	0	(1,312,990)	(100%)	▼	\$
Adjust (Profit)/Loss on Asset Disposal	7	229,131	229,131	0	0	0			
Movement in Leave Reserve (Added Back)		464	464	0	1,103	1,103		▲	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0	0			
Rounding Adjustments		0	0	0	0	0			
Movement Due to Changes in Accounting Standards		0	0	0	0	0			
Fair value adjustments to financial assets at fair value through profit and loss		0	0	0	0	0			
Loss on Asset Revaluation		0	0	0	0	0			
Adjustment in Fixed Assets		0	0	0	0	0			
Amount attributable to operating activities		(678,503)	(678,503)	1,433,317	1,393,519				
Investing Activities									
Non-operating Grants, Subsidies and Contributions	13	2,610,017	2,610,017	328,975	95,185	(233,790)	(71%)	▼	\$
Proceeds from Disposal of Assets	7	96,100	96,100	0	0	0			
Land Held for Resale	8	0	0	0	0	0			
Land and Buildings	8	(40,000)	(40,000)	(22,180)	(33,809)	(11,629)	(52%)	▼	\$
Plant and Equipment	8	(384,223)	(384,223)	(28,983)	(29,729)	(746)	(3%)	▼	
Furniture and Equipment	8	(72,000)	(72,000)	(50,454)	(50,454)	0	0%	▲	
Infrastructure Assets - Roads	8	(1,917,231)	(1,917,231)	(190,274)	(278,046)	(87,772)	(46%)	▼	\$
Infrastructure Assets - Drainage	8	0	0	0	0	0			
Infrastructure Assets - Footpaths	8	(60,565)	(60,565)	0	0	0			
Infrastructure Assets - Other	8	(1,336,598)	(1,336,598)	(279,465)	(276,032)	3,433	1%	▲	
Infrastructure Assets - Bridges	8	0	0	0	0	0			
Amount attributable to investing activities		(1,104,501)	(1,104,501)	(242,381)	(572,884)				
Financing Activities									
Proceeds from New Debentures	9	0	0	0	0	0			
Repayment of Debentures	9	(66,151)	(66,151)	(33,065)	(32,852)	214	1%	▲	
Repayment of Lease Financing	9	(40,850)	(40,850)	(17,005)	(15,582)	1,423	8%	▲	
Advances to Community Groups		0	0	0	0	0			
Proceeds from Advances		0	0	0	0	0			
Self-Supporting Loan Principal		1,787	1,787	884	884	0	0%		
Transfer from Reserves	10	351,900	351,900	0	0	0			
Transfer to Reserves	10	(570,000)	(570,000)	(4,165)	(23,804)	(19,639)	(472%)	▼	\$
Amount attributable to financing activities		(323,314)	(323,314)	(53,351)	(71,353)				
Closing Funding Surplus(Deficit)	1	21,169	21,169	3,265,072	2,829,069				

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 15 for an explanation of the reasons for the variance.
The material variance adopted by Council for the 2022/23 year is \$10,000 and 10%.

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

| 6

**SHIRE OF QUAIRADING
KEY TERMS AND DESCRIPTIONS**

FOR THE PERIOD ENDED 30 NOVEMBER 2022

STATUTORY REPORTING PROGRAMS

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

	ACTIVITIES
GOVERNANCE To provide a decision making process for the efficient allocation of scarce resources.	The Governance function accumulates the costs of Members expenses and other costs of Council that relate to the tasks of assisting councillors and the Ratepayers on matters which do not concern specific Council services, being election costs; allowances and expenses of members; policy and training and audit fees.
GENERAL PURPOSE FUNDING To collect revenue to allow for the provision of services that are not fully funded by specific fees and charges.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY To provide services to help ensure a safer and environmentally conscious community.	Supervision of local laws, fire control which covers the maintenance of bushfire equipment and insurance; animal control and a shared community emergency services manager.
HEALTH To provide an operational framework for environmental and community health.	Health inspections, food quality control, pest control and operation of the medical centre.
EDUCATION AND WELFARE To provide services to disadvantaged persons, the elderly, children and youth.	Operation and maintenance of the Little Rainmakers Childcare Centre, Arthur Kelly Village and minor in-kind association with the Fail Aged Lodge, Youth programme and Quairading Youth Centre.
HOUSING To provide and maintain housing.	Maintenance of housing rented to staff and non staff.
COMMUNITY AMENITIES Provide services required by the community.	Rubbish and recycling services and administration of Town Planning Scheme and Heritage services. Community bus service, maintenance of cemeteries, public conveniences and environmental services.
RECREATION AND CULTURE To establish and effectively manage infrastructure and resources which will help the social wellbeing of the community.	Maintenance of Halls, Swimming Pool, community buildings and various reserves and library.
TRANSPORT To provide safe, effective and efficient transport services to the community.	Construction and maintenance of roads, drainage works, footpaths, parking facilities and cleaning of streets. Natural disaster road and bridge repairs. On-line licensing centre for Department of Transport. Maintenance of the Airstrip.
ECONOMIC SERVICES To help promote the Shire Quairading and its economic wellbeing.	Community development, operation of caravan park and short stay accommodation, tourism and townscape, control of noxious weeds/plants. Pests and building control, community gym and building control.
OTHER PROPERTY AND SERVICES To monitor and control the Shire of Quairading overheads.	Public works overheads, plant operating costs, allocation of salaries and wages. Operation of electrical services and private works.

SHIRE OF QUAIRADING
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

BY NATURE OR TYPE

	Note	Adopted Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
		\$	\$	\$	\$	\$	%		
Opening Funding Surplus (Deficit)	1	2,127,487	2,127,487	2,127,487	2,079,787	(47,700)	(2%)		
Revenue from operating activities									
Rates	6	2,488,487	2,488,487	2,488,487	2,491,834	3,347	0%	▲	
Operating Grants, Subsidies and Contributions	12	720,087	720,087	457,674	463,937	6,262	1%	▲	
Fees and Charges		543,171	543,171	303,523	311,112	7,589	3%	▲	
Service Charges		0	0	0	0	0			
Interest Earnings		31,127	31,127	18,791	30,232	11,441	61%	▲	\$
Other Revenue		364,560	364,560	186,513	181,892	(4,621)	(2%)	▼	
Profit on Disposal of Assets	7	0	0	0	0	0			
Gain FV Valuation of Assets		0	0	0	0	0			
		4,147,432	4,147,432	3,454,989	3,479,007				
Expenditure from operating activities									
Employee Costs		(2,382,511)	(2,382,511)	(962,280)	(876,211)	86,069	9%	▲	
Materials and Contracts		(1,865,960)	(1,865,960)	(793,950)	(847,740)	(53,790)	(7%)	▼	
Utility Charges		(199,750)	(199,750)	(82,835)	(80,005)	2,830	3%	▲	
Depreciation on Non-Current Assets		(3,152,569)	(3,152,569)	(1,312,990)	0	1,312,990	100%	▲	\$
Interest Expenses		(14,661)	(14,661)	(5,931)	(4,311)	1,620	27%	▲	
Insurance Expenses		(198,267)	(198,267)	(137,984)	(245,553)	(107,570)	(78%)	▼	\$
Other Expenditure		(165,251)	(165,251)	(38,692)	(32,772)	5,920	15%	▲	
Loss on Disposal of Assets	7	(229,131)	(229,131)	0	0	0			
Loss FV Valuation of Assets		0	0	0	0	0			
		(8,208,100)	(8,208,100)	(3,334,662)	(2,086,592)				
Operating activities excluded from budget									
Add back Depreciation		3,152,569	3,152,569	1,312,990	0	(1,312,990)	(100%)	▼	\$
Adjust (Profit)/Loss on Asset Disposal	7	229,131	229,131	0	0	0			
Movement in Leave Reserve (Added Back)		464	464	0	1,103	1,103		▲	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0	0			
Rounding Adjustments		0	0	0	0	0			
Movement Due to Changes in Accounting Standards		0	0	0	0	0			
Fair value adjustments to financial assets at fair value through profit and loss		0	0	0	0	0			
Loss on Asset Revaluation		0	0	0	0	0			
Adjustment in Fixed Assets		0	0	0	0	0			
Amount attributable to operating activities		(678,503)	(678,503)	1,433,317	1,393,519				
Investing activities									
Non-Operating Grants, Subsidies and Contributions	13	2,610,017	2,610,017	328,975	95,185	(233,790)	(71%)	▼	\$
Proceeds from Disposal of Assets	7	96,100	96,100	0	0	0			
Land Held for Resale	8	0	0	0	0	0			
Land and Buildings	8	(40,000)	(40,000)	(22,180)	(33,809)	(11,629)	(52%)	▼	\$
Plant and Equipment	8	(384,223)	(384,223)	(28,983)	(29,729)	(746)	(3%)	▼	
Furniture and Equipment	8	(72,000)	(72,000)	(50,454)	(50,454)	0	0%	▲	
Infrastructure Assets - Roads	8	(1,917,231)	(1,917,231)	(190,274)	(278,046)	(87,772)	(46%)	▼	\$
Infrastructure Assets - Drainage	8	0	0	0	0	0			
Infrastructure Assets - Footpaths	8	(60,565)	(60,565)	0	0	0			
Infrastructure Assets - Other	8	(1,336,598)	(1,336,598)	(279,465)	(276,032)	3,433	1%	▲	
Infrastructure Assets - Bridges	8	0	0	0	0	0			
Amount attributable to investing activities		(1,104,501)	(1,104,501)	(242,381)	(572,884)				
Financing Activities									
Proceeds from New Debentures		0	0	0	0	0			
Repayment of Debentures	9	(66,151)	(66,151)	(33,065)	(32,852)	214	1%	▲	
Repayment of Lease Financing	9	(40,850)	(40,850)	(17,005)	(15,582)	1,423	8%	▲	
Advances to Community Groups		0	0	0	0	0			
Proceeds from Advances		0	0	0	0	0			
Self-Supporting Loan Principal	9	1,787	1,787	884	884	0	0%		
Transfer from Reserves	10	351,900	351,900	0	0	0			
Transfer to Reserves	10	(570,000)	(570,000)	(4,165)	(23,804)	(19,639)	(472%)	▼	\$
Amount attributable to financing activities		(323,314)	(323,314)	(53,351)	(71,353)				
Closing Funding Surplus (Deficit)	1	21,169	21,169	3,265,072	2,829,069				

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

Refer to Note 15 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2022/23 year is \$10,000 and 10%.

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

SHIRE OF QUAIRADING**KEY TERMS AND DESCRIPTIONS****FOR THE PERIOD ENDED 30 NOVEMBER 2022****NATURE OR TYPE DESCRIPTIONS****REVENUE****RATES**

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

EXPENSES**EMPLOYEE COSTS**

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

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2022

OPERATING ACTIVITIES

NOTE 1

ADJUSTED NET CURRENT ASSETS

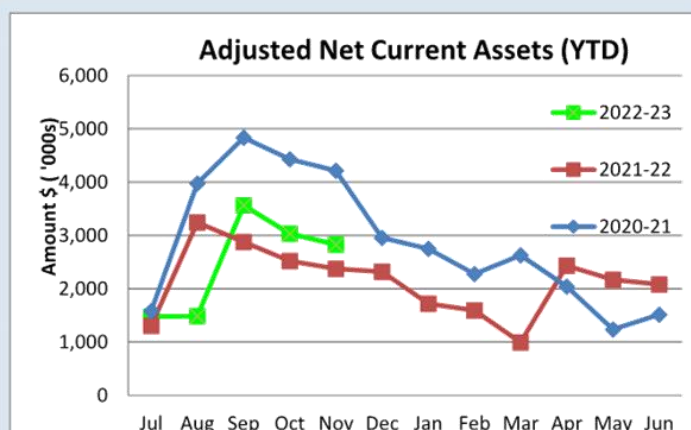
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2022	This Time Last Year 30/11/2021	Year to Date Actual 30/11/2022
		\$	\$	\$
Current Assets				
Cash Unrestricted	2	2,526,862	2,532,657	2,829,561
Cash Restricted - Reserves	2	3,594,674	3,578,325	3,618,477
Cash Restricted - Bonds & Deposits	2	0	0	0
Receivables - Rates	3	175,772	415,354	548,015
Receivables - Other	3	179,152	103,046	304,072
Other Financial Assets	3	1,787	1,716	902
Other Assets Other Than Inventories	4	194,881	5,104	249
Inventories	4	4,513	4,506	(23,029)
		6,677,641	6,640,708	7,278,249
Less: Current Liabilities				
Payables	5	(348,295)	(276,540)	(276,190)
Contract Liabilities	11	(473,280)	(207,679)	(343,928)
Bonds & Deposits	14	(100,368)	(92,307)	(131,337)
Loan Liability	9	(66,151)	(32,411)	(33,299)
Lease Liability	9	(40,850)	(18,340)	(25,268)
Provisions	11	(246,085)	(276,993)	(246,085)
		(1,275,030)	(904,269)	(1,056,107)
Less: Cash Reserves	10	(3,594,674)	(3,578,325)	(3,618,477)
Add Back: Component of Leave Liability not Required to be funded		166,636	166,410	167,739
Add Back: Loan Liability		66,151	32,411	33,299
Add Back: Lease Liability		40,850	18,340	25,268
Less : Loan Receivable - clubs/institutions		(1,787)	(1,716)	(902)
Net Current Funding Position		2,079,787	2,373,558	2,829,069

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)

\$2.83 M

Last Year YTD

Surplus(Deficit)

\$2.37 M

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

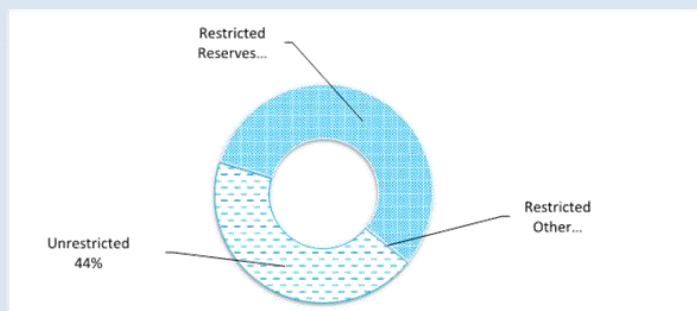
	Unrestricted	Restricted Reserves	Restricted Muni	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Cash on Hand - Admin	1,300			1,300	Cash on Hand	Nil	On Hand
Petty Cash - Container Deposit Scheme	0			0	Cash on Hand	Nil	On Hand
At Call Deposits							
Municipal Cash at Bank	1,791,925			1,791,925	Westpac		Ongoing
Municipal Investment Cash at Bank	420,000			420,000	Westpac	0.01%	Ongoing
Reserve Cash at Bank		66,222		66,222	Westpac	0.01%	Ongoing
Trust Cash at Bank			0	0	Westpac		Ongoing
Term Deposits							
Municipal - Term Deposit Investment 1	309,934			309,934	Westpac	3.09%	5/12/2022
Municipal - Term Deposit Investment 2	306,402			306,402	Westpac	3.09%	3/12/2022
Reserve - Term Deposit Investment 1		969,531		969,531	Westpac	3.50%	4/01/2023
Reserve - Term Deposit Investment 2		629,393		629,393	Westpac	3.63%	22/02/2023
Reserve - Term Deposit Investment 3		1,045,953		1,045,953	Westpac	3.46%	12/01/2023
Reserve - Term Deposit Investment 4		907,379		907,379	Westpac	3.09%	3/12/2022
		0		0			
		0		0			
Investments							
Total	2,829,561	3,618,477	0	6,448,039			

SIGNIFICANT ACCOUNTING POLICIES

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

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 that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.



Total Cash	Unrestricted
\$6.45 M	\$3.62 M

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

OPERATING ACTIVITIES

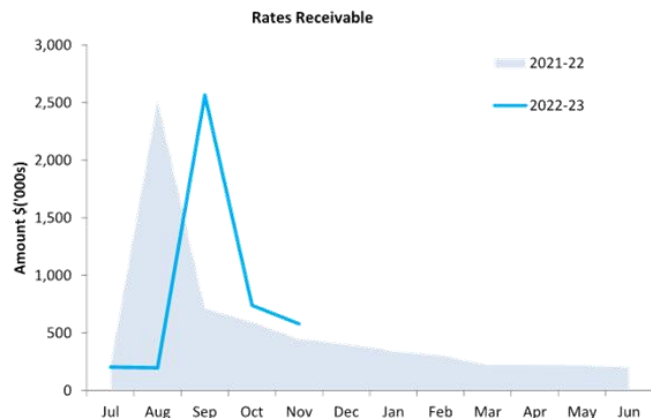
NOTE 3

RECEIVABLES

Receivables - Rates & Rubbish	30 June 2022	30 Nov 22
	\$	\$
Opening Arrears Previous Years	239,115	206,403
Levied this year	2,482,356	2,611,686
Less Collections to date	(2,515,069)	(2,239,443)
Equals Current Outstanding	206,403	578,646
Net Rates Collectable	206,403	578,646
% Collected	92.42%	79.47%

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.



Collected

79%

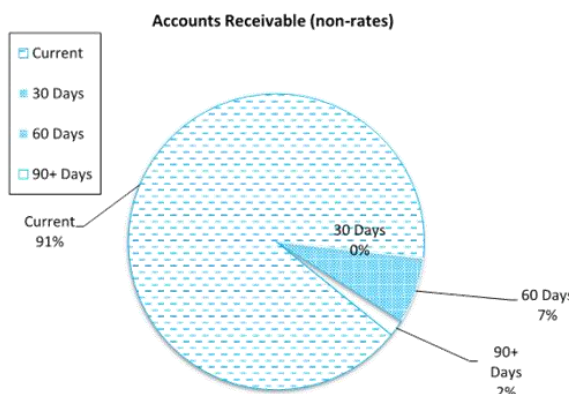
Rates Due

\$578,646

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	177,984	182	14,064	3,609	195,839
Percentage	91%	0%	7%	2%	
Balance per Trial Balance					
Sundry Debtors					195,839
Receivables - Other					108,233
Total Receivables General Outstanding					304,072
Amounts shown above include GST (where applicable)					

SIGNIFICANT ACCOUNTING POLICIES

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



Debtors Due

\$304,072

Over 30 Days

9%

Over 90 Days

2%

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

Other Current Assets	Opening Balance 1 Jul 2022	Asset Increase	Asset Reduction	Closing Balance 30 Nov 2022
	\$	\$	\$	\$
Other Financial Assets at Amortised Cost				
Financial assets at amortised cost - self supporting loans	1,787	0	(884)	902
Inventory				
Fuel, Visitor and Rec Centres stock on hand	4,513	0	(27,542)	(23,029)
Accrued income and prepayments				
Accrued income and prepayments	7,173	0	(6,924)	249
Contract assets				
Contract assets	187,708	0	(187,708)	0
Total Other Current assets				28,123
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.

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Borrowing costs and holding charges incurred after development is completed are expensed.

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

Land held for resale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

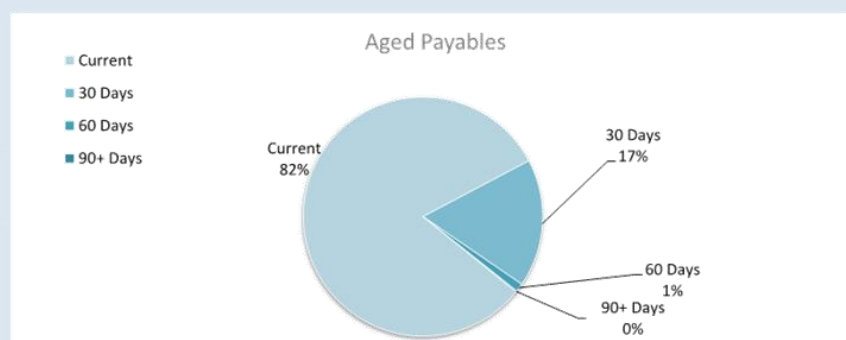
SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

OPERATING ACTIVITIES
NOTE 5
Payables

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables (Sundry Creditors) - General	114,464	24,310	1,586	197	140,558
Percentage	81.4%	17.3%	1.1%	0.1%	
Balance per Trial Balance					
Sundry creditors - General					140,558
Other creditors					30,657
Accruals/Income in Advance					390
ATO liabilities					82,992
Other accruals/payables					21,594
Total Payables General Outstanding					276,190
Amounts shown above include GST (where applicable)					

KEY INFORMATION

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



Creditors Due

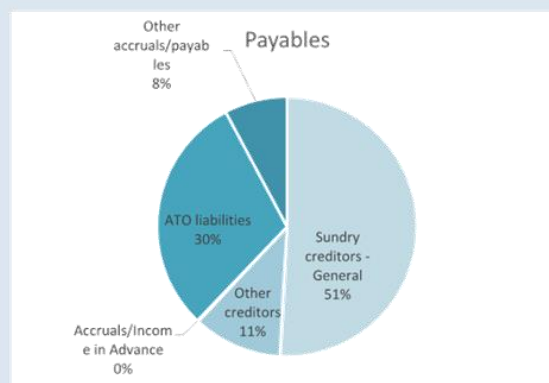
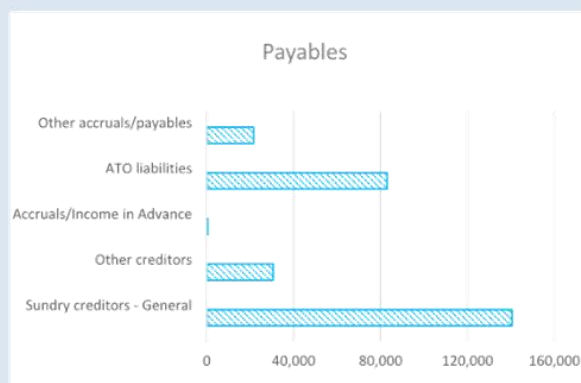
\$276,190

Over 30 Days

19%

Over 90 Days

0.1%



SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2022

OPERATING ACTIVITIES

NOTE 6

RATE REVENUE

RATE TYPE	Budget							YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
	\$			\$	\$	\$	\$	\$	\$	\$	\$
General Rate											
Gross rental valuations											
GRV - Residential	0.144781	316	2,567,764	371,764	0	0	371,764	371,764	0	0	371,764
GRV - Industrial	0.144781	22	280,765	40,649	0	0	40,649	40,649	0	0	40,649
GRV - Commercial	0.144781	11	248,376	35,960	0	0	35,960	35,960	0	0	35,960
Unimproved valuations											
UV - Rural	0.009743	360	199,965,500	1,948,264	0	0	1,948,264	1,948,264	0	0	1,948,264
Sub-Totals		709	203,062,405	2,396,637	0	0	2,396,637	2,396,637	0	0	2,396,637
Minimum Payment											
	\$										
Gross rental valuations											
GRV - Residential	680	61	62,032	41,480	0	0	41,480	41,480	0	0	41,480
GRV - Industrial	680	5	6,315	3,400	0	0	3,400	3,400	0	0	3,400
GRV - Commercial	680	0	0	0	0	0	0	0	0	0	0
Unimproved valuations											
UV - Rural	680	50	1,668,770	34,000	0	0	34,000	34,000	1,263	2,083	37,347
Sub-Totals		116	1,737,117	78,880	0	0	78,880	78,880	1,263	2,083	82,227
		825	204,799,522	2,475,517	0	0	2,475,517	2,475,517	1,263	2,083	2,478,864
Amount from General Rates											
Ex-Gratia Rates							2,475,517				2,478,864
							12,970				12,970
Total Rates							2,488,487				2,491,834

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2022

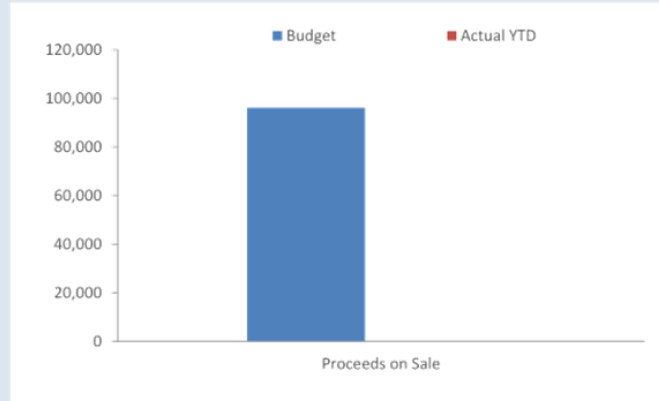
OPERATING ACTIVITIES

NOTE 7

DISPOSAL OF ASSETS

Asset Number	Asset Description	Amended Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land and Buildings								
1036	Build - Lot 321 (8) Murphy Street	186,920	0		(186,920)	0	0		
	Plant and Equipment								
Q5480	2019 Hyundai Tucson Highlander TI3 My20	40,533	33,100		(7,433)	0	0		
Q5122	2012 Ud Nissan Truck	73,480	40,000		(33,480)	0	0		
4Q360	2020 Mazda Cx-5 Touring	24,298	23,000		(1,298)	0	0		
		0	0						
		325,231	96,100	0	(229,131)	0	0	0	0

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$96,100	\$0	0%

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2022

INVESTING ACTIVITIES

NOTE 8

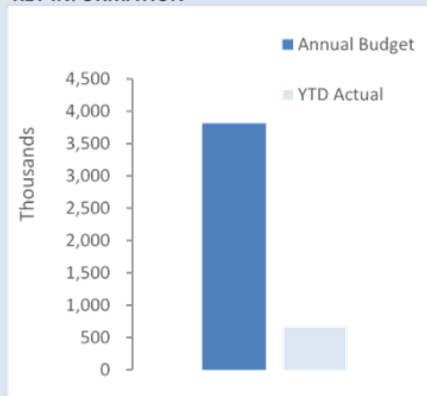
CAPITAL ACQUISITIONS

Capital Acquisitions	Adopted		Amended		YTD Budget Variance
	Annual Budget	YTD Budget	Annual Budget	YTD Actual Total	
	\$	\$	\$	\$	\$
Land Held for Resale	0	0	0	0	0
Land and Buildings	40,000	22,180	40,000	33,809	11,629
Plant and Equipment	384,223	28,983	384,223	29,729	746
Furniture and Equipment	72,000	50,454	72,000	50,454	(0)
Infrastructure Assets - Roads	1,917,231	190,274	1,917,231	278,046	87,772
Infrastructure Assets - Drainage	0	0	0	0	0
Infrastructure Assets - Footpaths	60,565	0	60,565	0	0
Infrastructure Assets - Other	1,336,598	279,465	1,336,598	276,032	(3,433)
Infrastructure Assets - Bridges	0	0	0	0	0
Capital Expenditure Totals	3,810,618	571,356	3,810,618	668,070	96,714
Capital acquisitions funded by:					
	\$	\$	\$	\$	\$
Capital Grants and Contributions	2,610,017	328,975	2,610,017	95,185	(233,790)
Borrowings	0	0	0	0	0
Other (Disposals & C/Fwd)	96,100	0	96,100	0	0
Council contribution - Cash Backed Reserves					
Various Reserves	351,900	0	351,900	0	0
Council contribution - operations	752,601	242,381	752,601	572,884	330,503
Capital Funding Total	3,810,618	571,356	3,810,618	668,070	96,714

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$3.81 M	\$0.67 M	18%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$2.61 M	\$0.1 M	4%

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS



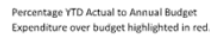
Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

% of Completion		Level of completion indicator, please see table at the top of this note for further detail.		Adopted		Amended		Total YTD	Variance (Under)/Over
Assets	Account Number	Balance Sheet Category	Job Number	Annual Budget	Annual Budget	YTD Budget			
				\$	\$	\$	\$	\$	\$
Buildings - Specialised									
Housing									
	STF HOUSE - Buildings Non Specialised (Capital)	4090114	514	0	0	0	(11,629)	(11,629)	
	Total - Housing			0	0	0	(11,629)	(11,629)	
Community Amenities									
0.74	Recycling Centre - Building (Capital)	4100112	512	BC10102	(30,000)	(30,000)	(22,180)	(22,180)	0
	Total - Community Amenities				(30,000)	(30,000)	(22,180)	(22,180)	0
Recreation And Culture									
0.00	Golf Club - Building (Capital)	4110312	512	BC11305	(10,000)	(10,000)	0	0	0
	Total - Recreation And Culture				(10,000)	(10,000)	0	0	0
0.85	Total - Buildings - Specialised				(40,000)	(40,000)	(22,180)	(33,809)	(11,629)
Plant & Equipment									
Transport									
0.00	UD Auto Truck	4120330	530	PE12303	(180,000)	(180,000)	0	0	0
1.03	Ferris ISX 2200 Zero Turn Mower	4120330	530	PE12305	(22,223)	(22,223)	(22,223)	(22,863)	(640)
0.00	Second hand backhoe	4120330	530	PE12306	(60,000)	(60,000)	0	0	0
0.20	Tie down load covers - plant additions	4120330	530	PE12307	(34,000)	(34,000)	(6,760)	(6,867)	(107)
	Total - Transport				(296,223)	(296,223)	(28,983)	(29,729)	(746)
Other Property & Services									
0.00	Purchase of New CEO Vehicle	4140230	530	PE14201	(50,000)	(50,000)	0	0	0
0.00	Purchase of New EMCS Vehicle	4140230	530	PE14202	(38,000)	(38,000)	0	0	0
	Total - Other Property & Services				(88,000)	(88,000)	0	0	0
0.08	Total - Plant & Equipment				(384,223)	(384,223)	(28,983)	(29,729)	(746)
Furniture & Equipment									
Other Property & Services									
0.70	ADMIN - Furniture & Equipment (Capital)	4140220	520		(72,000)	(72,000)	(50,454)	(50,454)	0
	Total - Other Property & Services				(72,000)	(72,000)	(50,454)	(50,454)	0
0.70	Total - Furniture & Equipment				(72,000)	(72,000)	(50,454)	(50,454)	0
Infrastructure - Roads									
Transport									
0.00	Dangin - Mears Road (Capital)	4120141	540	RC010	(35,000)	(35,000)	0	0	0
0.06	Groves Road Access (Capital)	4120142	540	RC998	(34,064)	(34,064)	(2,000)	(1,938)	62
0.00	Old Beverley West Road (R2R)	4120146	540	R2R007	(289,470)	(289,470)	0	0	0
0.00	Badjalang North Road (R2R)	4120145	540	R2R014	(110,395)	(110,395)	0	0	0
0.01	RRG - Quairading - Corrigin Road (Capital) 21/22 SLK 5.92 - 9.3	4120149	540	RRG166	(602,386)	(602,386)	(4,500)	(4,375)	125
0.01	RRG - Quairading - Corrigin Road (Capital) 22/23 SLK 2.92 - 5.92	4120149	540	RRG166A	(599,183)	(599,183)	(4,500)	(4,375)	125
1.50	Doodenanning - Mawson Road - LRCI Funded Expenditure	4120162	540	LRC027	(176,774)	(176,774)	(176,774)	(265,118)	(88,344)
0.03	Quairading - Cunderdin Road - WSFN Expenditure	4120162	540	WSF162	(69,959)	(69,959)	(2,500)	(2,239)	261
	Total - Transport				(1,917,231)	(1,917,231)	(190,274)	(278,046)	(87,772)
0.15	Total - Infrastructure - Roads				(1,917,231)	(1,917,231)	(190,274)	(278,046)	(87,772)

INVESTING ACTIVITIES

NOTE 8

CAPITAL ACQUISITIONS



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

Level of completion indicator, please see table at the top of this note for further detail.				Adopted		Amended		
Assets	Account Number	Balance Sheet Category	Job Number	Annual Budget	Annual Budget	YTD Budget	Total YTD	Variance (Under)/Over
				\$	\$	\$	\$	\$
Infrastructure - Footpaths								
Transport								
0.00	McLennan Street (Wood St - Heal St) - Footpath Capital LRCI Funded Expenditure	4120170	560	FC123B	(60,565)	(60,565)	0	0
	Total - Transport				(60,565)	(60,565)	0	0
0.00	Total - Infrastructure - Footpaths				(60,565)	(60,565)	0	0
Infrastructure - Other								
Law, Order & Public Safety								
0.00	OLOPS - Infrastructure Other (Capital)	4050390	590		(8,000)	(8,000)	0	0
1.00					0	0	0	0
	Total - Law, Order & Public Safety				(8,000)	(8,000)	0	0
Recreation And Culture								
0.00	Construction Hall Carpark LRCI Funded Expenditure	4110190	590	OC11101	(505,500)	(505,500)	0	0
0.00	Directional Shades - Oval Lighting	4110390	590	OC11340	(25,000)	(25,000)	0	0
0.00	BMX Bike Track - Cubbine Road	4110390	590	OC11341	(25,000)	(25,000)	0	0
0.36	Community Park - LRCI Funded Expenditure	4110390	590	LRC11322	(748,348)	(748,348)	(272,940)	3,433
0.33	OTH CUL - Infrastructure Other (Capital)	4110790	590		(19,750)	(19,750)	(6,525)	0
	Total - Recreation And Culture				(1,323,598)	(1,323,598)	(279,465)	3,433
Transport								
0.00	AERO - Infrastructure Other (Capital)	4120690	590		(5,000)	(5,000)	0	0
	Total - Transport				(5,000)	(5,000)	0	0
0.21	Total - Infrastructure - Other				(1,336,598)	(1,336,598)	(279,465)	3,433
0.18	Grand Total				(3,810,618)	(3,810,618)	(571,356)	(96,714)

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

FINANCING ACTIVITIES

NOTE 9

LOAN DEBENTURE BORROWINGS AND FINANCING

(a) Information on Loan Debenture Borrowings

Particulars/Purpose	01 Jul 2022	New Loans			Principal Repayments			Principal Outstanding			Interest & Guarantee Fee Repayments		
		Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Transport													
Loan 118 - Depot Building	293,540	0	0	0	24,719	49,813	49,813	268,821	243,727	243,727	3,322	10,647	10,647
Economic Services													
Loan 119 - Park Cottages	114,547	0	0	0	7,249	14,551	14,551	107,298	99,996	99,996	309	2,431	2,431
	408,087	0	0	0	31,967	64,364	64,364	376,120	343,723	343,723	3,631	13,078	13,078
Self supporting loans													
Recreation and Culture													
Loan 115 - Bowling Club	0	0	0	0	0	0	0	0	0	0	0	0	0
Loan 117 - Golf Club	1,786	0	0	0	884	1,787	1,787	902	(1)	-1	26	77	77
	1,786	0	0	0	884	1,787	1,787	902	(1)	(1)	26	77	77
Total	409,873	0	0	0	32,852	66,151	66,151	377,021	343,722	343,722	3,656.52	13,154	13,154
Current loan borrowings	66,151							33,299					
Non-current loan borrowings	343,723							343,723					
	409,874							377,022					

All debenture repayments were financed by general purpose revenue.

(b) Information on Financing

Particulars/Purpose	01 Jul 2022	New Financing			Lease Financing Principal Repayments			Lease Financing Principal Outstanding			Lease Financing Interest Repayments		
		Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Law, Order & Public Safety													
Lease 2 - CESM Vehicle	43,647	0	0	0	10,837	26,092	26,092	32,810	17,555	17,555	180.19	349	349
Economic Services													
Lease 4 - Skeleton Weed Vehicle	53,618	0	0	0	4,745	11,461	11,461	48,873	42,157	42,157	474.14	1,064	1,064
Other Property & Services													
Lease 3 - Canon Photocopier	6,640	0	0	0	0	3,297	3,297	6,640	3,343	3,343	0	93	93
	103,905	0	0	0	15,582	40,850	40,850	88,323	63,055	63,055	654	1,506	1,506
Total	103,905	0	0	0	15,582	40,850	40,850	88,323	63,055	63,055	654	1,506	1,506
Current financing borrowings	40,850							25,268					
Non-current financing borrowings	63,055							63,055					
	103,905							88,323					

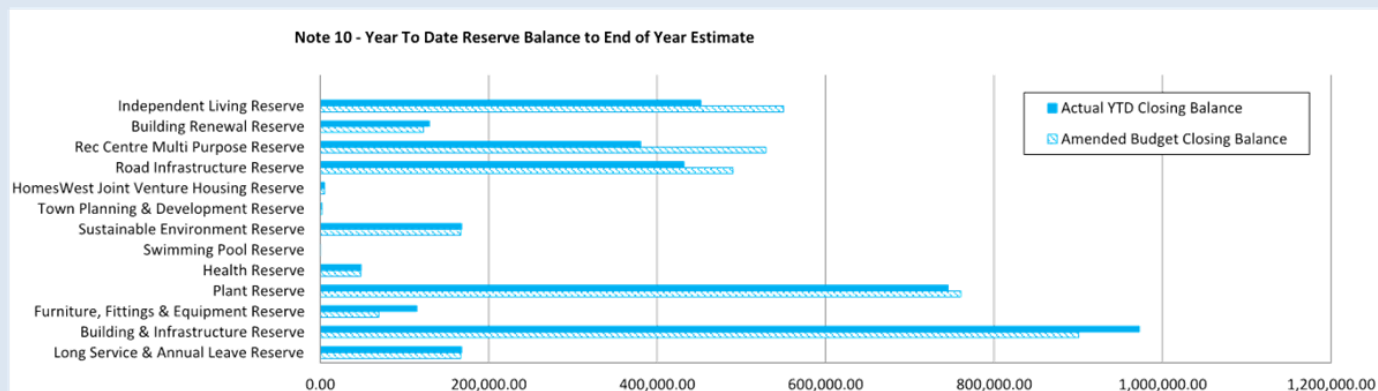
SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

OPERATING ACTIVITIES
NOTE 10
CASH BACKED RESEVES

Cash Backed Reserve

Reserve Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service & Annual Leave Reserve	166,636.01	464.00	1,103.45	0.00	0.00	0.00	0.00	167,100.01	167,739.46
Building & Infrastructure Reserve	972,784.37	2,706.00	0.00	0.00	0.00	(75,000.00)	0.00	900,490.37	972,784.37
Furniture, Fittings & Equipment Reserve	114,059.78	317.00	755.30	0.00	0.00	(45,000.00)	0.00	69,376.78	114,815.08
Plant Reserve	740,496.48	2,060.00	4,903.51	250,000.00	0.00	(231,900.00)	0.00	760,656.48	745,399.99
Health Reserve	48,225.22	134.00	319.34	0.00	0.00	0.00	0.00	48,359.22	48,544.56
Swimming Pool Reserve	264.36	1.00	1.75	0.00	0.00	0.00	0.00	265.36	266.11
Sustainable Environment Reserve	166,742.97	464.00	1,104.17	0.00	0.00	0.00	0.00	167,206.97	167,847.14
Town Planning & Development Reserve	2,000.00	6.00	13.24	0.00	0.00	0.00	0.00	2,006.00	2,013.24
HomesWest Joint Venture Housing Reserve	5,277.16	15.00	34.94	0.00	0.00	0.00	0.00	5,292.16	5,312.10
Road Infrastructure Reserve	428,917.52	1,193.00	2,840.27	60,000.00	0.00	0.00	0.00	490,110.52	431,757.79
Rec Centre Multi Purpose Reserve	378,024.36	1,052.00	2,503.26	150,000.00	0.00	0.00	0.00	529,076.36	380,527.62
Building Renewal Reserve	122,313.53	340.00	7,251.65	0.00	0.00	0.00	0.00	122,653.53	129,565.18
Independent Living Reserve	448,932.00	1,248.00	2,972.81	100,000.00	0.00	0.00	0.00	550,180.00	451,904.81
	3,594,673.76	10,000.00	23,803.69	560,000.00	0.00	(351,900.00)	0.00	3,812,773.76	3,618,477.45

KEY INFORMATION



SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

Other Current Liabilities	Note	Opening Balance 1 Jul 2022	Liability Increase	Liability Reduction	Closing Balance 30 Nov 2022
		\$	\$	\$	\$
Contract Liabilities					
Unspent grants, contributions and reimbursements					
- operating	12	1,750	1,100	(2,335)	515
- non-operating	13	471,530	0	(128,117)	343,413
Total unspent grants, contributions and reimbursements		473,280	1,100	(130,452)	343,928
Less non-current unspent grants, contributions and reimbursements		0	0	0	0
Total current unspent grants, contributions and reimbursements		473,280	1,100	(130,452)	343,928
Provisions					
Annual leave		141,148	0	0	141,148
Long service leave		104,938	0	0	104,938
Total Provisions		246,085	0	0	246,085
Total Other Current Liabilities					590,013
Amounts shown above include GST (where applicable)					

KEY INFORMATION

PROVISIONS

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

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

EMPLOYEE BENEFITS

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

CONTRACT LIABILITIES

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

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

NOTE 12

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability					Operating Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2022	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Nov 2022	Current Liability 30 Nov 2022	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operating Grants and Subsidies									
General purpose funding									
Grants Commission - General/Roads (WALGGC)	0	0	0	0	0	324,627	324,627	215,970	215,970
Grants Commission - Roads (WALGGC)	0	0	0	0	0	179,685	179,685	62,808	62,808
Law, order, public safety									
DFES Grant - Operating Bush Fire Brigade	0	0	0	0	0	38,819	38,819	17,359	17,359
Health									
Medical Practice Grant - Nursing Staff	0	0	0	0	0	10,000	10,000	263	263
Education and welfare									
Youth Week Grant	0	1,100	(585)	515	515	0	0	0	585
Recreation and culture									
Grant - Toddler Learn to Swim	0	0	0	0	0	2,000	2,000	0	0
NADC National Australia Day Grant	0	0	0	0	0	0	0	0	0
NAIDOC Week Grant	1,750	0	(1,750)	0	0	0	0	0	1,750
Direct Grant (MRWA)	0	0	0	0	0	159,330	159,330	159,330	162,757
	1,750	1,100	(2,335)	515	515	714,461	714,461	455,729	462,077
Operating Contributions									
Education and welfare									
Quairading Rotary Annual Contribution	0	0	0	0	0	250	250	0	0
Rainmakers Contribution to El Toro (error)	0	0	0	0	0	(500)	(500)	(500)	0
Other property and services									
Admin staff contributions to vehicle running costs	0	0	0	0	0	5,876	5,876	2,445	2,445
	0	0	0	0	0	5,626	5,626	1,945	2,445
TOTALS	1,750	1,100	(2,335)	515	515	720,087	720,087	457,674	464,522

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

NOTE 13

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability					Non Operating Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2022	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Nov 2022	Current Liability 30 Nov 2022	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-Operating Grants and Subsidies									
Recreation and culture									
LRCI Grant - Construction Hall Carpark	178,597	0	0	178,597	178,597	359,693	359,693	0	0
Lotterywest Grant - Community Park	0	0	0	0	0	478,109	478,109	154,776	154,776
LRCIP Grant - Community Park	0	0	0	0	0	122,013	122,013	0	0
Transport									
R2R Grant - Old Beverley West Road (R2R)	0	0	0	0	0	246,135	246,135	0	0
R2R Grant - Badjaling North Road (R2R)	0	0	0	0	0	110,395	110,395	0	0
RRG Grant - Quairading - Corrigin Road 21/22	145,586	0	(4,375)	141,211	141,211	369,504	369,504	0	4,375
RRG Grant - Quairading - Corrigin Road 22/23	0	0	0	0	0	399,455	399,455	0	0
LRCIP Grant - Mt Stirling Rd Resheet	0	0	0	0	0	0	0	0	(53,278)
LRCIP Grant - Doodenanning - Mawson Rd Reseal	123,742	0	(123,742)	0	0	176,774	176,774	123,742	123,742
LRCIP Grant - Livingston Rd Resheet	0	0	0	0	0	163,690	163,690	0	0
LRCIP Grant - McLennan St Footpath (Harris St - Stacey St)	0	0	0	0	0	0	0	0	(33,515)
LRCIP Grant - McLennan St Footpath (Wood St - Heal St)	23,605	0	0	23,605	23,605	60,565	60,565	0	0
WSFN Grant - Stage 4 - Quairading-Cunderdin (Includes Stage 3)	0	0	0	0	0	50,457	50,457	50,457	(100,915)
	471,530	0	(128,117)	343,413	343,413	2,536,790	2,536,790	328,975	95,185
Non-Operating Contributions									
Community amenities									
Rural Youth Contribution - Community Park	0	0	0	0	0	73,227	73,227	0	0
	0	0	0	0	0	73,227	73,227	0	0
Total Non-operating grants, subsidies and contributions	471,530	0	(128,117)	343,413	343,413	2,610,017	2,610,017	328,975	95,185

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

NOTE 15

EXPLANATION OF SIGNIFICANT VARIANCES

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

The material variance adopted by Council for the 2022/23 year is \$10,000 and 10%.

Favourable Variance. ▲
Unfavourable Variance. ▼

Community Amenities	Var. \$	Var. %	Var. ▲ ▼	Significant Var. S	Timing/ Permanent	Explanation of Variance
Expenditure from operating activities						
Governance	151,829	43%	▲	S	Timing	Depreciation and Admin Allocations not yet run for the year. Will be processed once 21/22 books are closed.
General Purpose Funding	14,494	60%	▲	S	Timing	Depreciation and Admin Allocations not yet run for the year. Will be processed once 21/22 books are closed.
Law, Order and Public Safety	83,592	44%	▲	S	Timing	Depreciation and Admin Allocations not yet run for the year. Will be processed once 21/22 books are closed.
Health	24,335	16%	▲	S	Timing	Depreciation and Admin Allocations not yet run for the year. Will be processed once 21/22 books are closed. Mosquito control costs are above budgeted amount.
Education and Welfare	51,384	53%	▲	S	Timing	Depreciation and Admin Allocations not yet run for the year. Will be processed once 21/22 books are closed.
Housing	16,589	21%	▲	S	Timing	Lower than budgeted for costs relating to building maintenance at Arthur Kelly Village. Depreciation and Admin Allocations not yet run for the year. Will be processed once 21/22 books are closed.
Community Amenities	60,697	25%	▲	S	Timing	Depreciation and Admin Allocations not yet run for the year. Will be processed once 21/22 books are closed. Building operations are refuse site significantly lower than budget phasing, but refuse site operations higher than budgeted. Cemetery costs higher than budgeted and public convenience operation costs higher than budget phasing.
Recreation and Culture	221,187	51%	▲	S	Timing	Depreciation and Admin Allocations not yet run for the year. Will be processed once 21/22 books are closed. Operations for public parks, gardens, reserves, oval & grounds lower than budget phasing. Library and Pool Management contract costs behind budget phasing (Invoices not received yet).
Transport	975,366	75%	▲	S	Timing	Depreciation not yet run for the year. Will be processed once 21/22 books are closed. Road maintenance costs behind budget phasing. Depot operation costs above budget phasing.

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

NOTE 15

EXPLANATION OF SIGNIFICANT VARIANCES

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

The material variance adopted by Council for the 2022/23 year is \$10,000 and 10%.

Favourable Variance. ▲
Unfavourable Variance. ▼

Community Amenities	Var. \$	Var. %	Var. ▲ ▼	Significant Var. S	Timing/ Permanent	Explanation of Variance
Economic Services	211,037	56%	▲	S	Timing	Depreciation and Admin Allocations not yet run for the year. Will be processed once 21/22 books are closed. Building operation costs for the caravan park are above budget phasing, however caravan park operating costs are behind budget phasing. Tourism Photography/Videography costs for new website were not budgeted.
Other Property and Services	(562,441)	(685%)	▼	S	Timing	Depreciation and Admin Allocations not yet run for the year so administration costs have not yet been recovered. Will be processed once 21/22 books are closed. Administration building operation costs are higher than budget phasing, however maintenance costs are below.
Investing Activities						
Non-operating Grants, Subsidies and Contributions	(233,790)	(71%)	▼	S	Timing	At 30.06.2022 an accrual was made to recognise accrued income. This accrual is reversed 01.07.2022 (financial year accruals). This was done to recognise contract assets as funds have been spent on certain grant funded jobs yet the income has not yet been received (spent in advance). This will be offset once the funds are received. This is shown in Note 13.
Land and Buildings	(11,629)	100%	▼	S	Permanent	Capital renewal (Kitchen remodel) was started in 21/22 however works were completed in 22/23, this was not budgeted for in 22/23.
Infrastructure Assets - Roads	(87,772)	(46%)	▼	S	Permanent	Invoice for Doodenanning-Mawson Road (LRCI funding) came in significantly overbudget. This work was completed in April 2022 however the invoice was disputed due to remediation work required. This work was completed in August 2022 and paid in September. In the time between the tender and the invoice, the work cost escalated due to material increases and delays.
Financing Activities						
Transfer to Reserves	(19,639)	(472%)	▼	S	Permanent	Interest on reserve accounts received has been significantly higher than budgeted due to increased interest rates. 22/23 budgeted interest was \$10,000 (same as prior year), however to date \$23,803 has been received. This is expected to increase as the rates are still generous.

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

NOTE 16
BUDGET AMENDMENTS

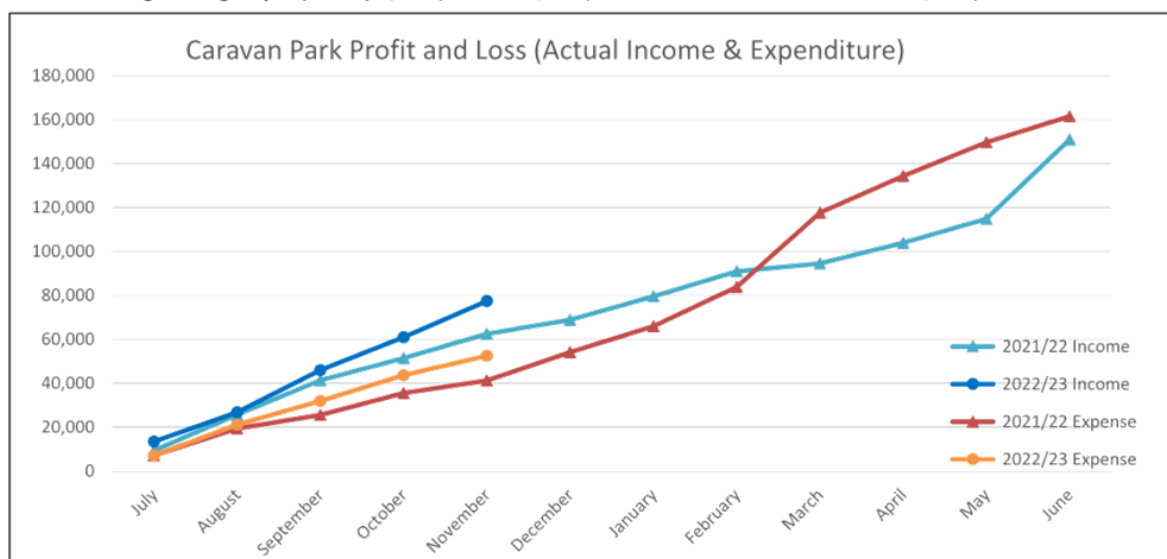
GL Code	Job #	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
					\$	\$	\$	\$
		Budget Adoption		Closing Surplus/(Deficit)			21,168	21,168
		<i>Opening surplus adjustment (Adjusted 2021/22 Closing Balance)</i>		(Not yet endorsed) To be presented at a future budget review			(47,700)	(26,532)
								(26,532)
								(26,532)
								(26,532)
								(26,532)
								(26,532)
								(26,532)
								(26,532)
								(26,532)
					0	0	(26,532)	(26,532)

KEY INFORMATION

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022NOTE 17
CARAVAN PARK

Caravan Park Profit and Loss	YTD Bookings	YTD Actual	YTD Budget (Amended)	YTD Var %	Annual Budget (Original)	Annual Budget (Amended)	Annual (Amd) Var %
INCOME							
Caravan Park Charges	279	\$ 23,605.80	\$ 24,990.00	94%	\$ 60,000.00	\$ 60,000.00	39%
Cabin and Unit Charges	379	\$ 53,335.76	\$ 41,650.00	128%	\$ 100,000.00	\$ 100,000.00	53%
Fees, Charges & Reimbursements		\$ 421.36	\$ -	0%	\$ -	\$ -	0%
TOTAL INCOME	658	\$ 77,362.92	\$ 66,640.00	116%	\$ 160,000.00	\$ 160,000.00	48%
EXPENDITURE							
Caravan Park							
Salaries & Wages		\$ 11,566.92	\$ 27,400.00	42%	\$ 65,796.00	\$ 65,796.00	18%
Materials & Contracts		\$ 7,535.84	\$ 1,925.00	391%	\$ 4,640.00	\$ 4,640.00	162%
Utilities & Insurance		\$ 2,838.47	\$ 5,280.00	54%	\$ 12,700.00	\$ 12,700.00	22%
Caravan Park Total		\$ 21,941.23	\$ 34,605.00	63%	\$ 83,136.00	\$ 83,136.00	26%
Cabins (3x 2 bedroom Cabins)							
Salaries & Wages		\$ 16,360.65	\$ 15,330.00	107%	\$ 36,843.00	\$ 36,843.00	44%
Materials & Contracts		\$ -	\$ 1,050.00	0%	\$ 2,532.00	\$ 2,532.00	0%
Utilities & Insurance		\$ 3,552.01	\$ 2,827.00	126%	\$ 6,585.00	\$ 6,585.00	54%
Cabins Total		\$ 19,912.66	\$ 19,207.00	104%	\$ 45,960.00	\$ 45,960.00	43%
Caretaker Reception							
Salaries & Wages		\$ 447.88	\$ 1,610.00	28%	\$ 3,870.00	\$ 3,870.00	12%
Materials & Contracts		\$ 140.26	\$ 370.00	38%	\$ 892.00	\$ 892.00	16%
Utilities & Insurance		\$ 3,037.23	\$ 1,580.00	192%	\$ 3,683.00	\$ 3,683.00	82%
Caretaker Reception Total		\$ 3,625.37	\$ 3,560.00	102%	\$ 8,445.00	\$ 8,445.00	43%
Units (4x 1 bedroom units)							
Salaries & Wages		\$ 5,844.32	\$ 4,025.00	145%	\$ 9,676.00	\$ 9,676.00	60%
Materials & Contracts		\$ -	\$ 350.00	0%	\$ 844.00	\$ 844.00	0%
Utilities & Insurance		\$ 1,096.45	\$ 488.00	225%	\$ 1,116.00	\$ 1,116.00	98%
Units Total		\$ 6,940.77	\$ 4,863.00	143%	\$ 11,636.00	\$ 11,636.00	60%
TOTAL EXPENDITURE		\$ 52,420.03	\$ 62,235.00	84%	\$ 149,177.00	\$ 149,177.00	35%
Closing Funding Surplus(Deficit)		\$ 24,942.89	\$ 4,405.00	566%		\$ 10,823.00	230%



ITEM 12 MATTERS FOR CONSIDERATION – GOVERNANCE & ADMINISTRATION

No matters for consideration

ITEM 13 MATTERS FOR CONSIDERATION – HEALTH & BUILDING

No matters for consideration

ITEM 14 MATTERS FOR CONSIDERATION – WORKS & SERVICES**14.1 Update on 2022/23 Works Programme**

Responsible Officer	Nicole Gibbs, Chief Executive Officer
Reporting Officer	Sarah Caporn, Executive Manager, Works & Services
Attachments	<ol style="list-style-type: none">1. EMWS Works Report - December 20222. Road Reserve Weed Control Policy3. Rural Roadside Tree Planting Policy4. Town Treescape Policy5. Urban Crossover Policy6. Verge Improvement Policy
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

RESOLUTION: OCM 143-22/23

Moved: Cr JR Hippisley

Seconded: Cr JC Hayes

That Council:

1. Note the commitments and current status of the programme for Works & Services team for the 2022/23 financial year.
2. For Council to endorse the two-year review of the Rural Roadside Tree Planting Policy.
3. For Council to endorse the two-year review of the Town Treescape Policy.
4. For Council to endorse the two-year review of the Urban Crossover Policy.
5. For Council to endorse the two-year review of the Verge Improvement Policy.

CARRIED 5/0**IN BRIEF**

We are pleased to inform Council that the Shire has passed our recent Workplace Health and Safety Audit with the LGIS Auditor. This is fantastic news and recognises Council's recent and ongoing commitment to continuous WHS improvements for our staff. A full report will be forwarded to Council once it is received by the office.

Good progress has been made on the Training Matrix with staff completing training in Metal Health First Aid; Elevated Work Platform (Gardens team); Fire Warden and Loader competency. The HC truck licence training was postponed by the supplier due to mechanical issue with their training truck. It has been rescheduled for early January 2023.

Further updates are provided for Works Staffing, Waste Refuse Site, Community Park, Roadworks and Christmas.

MATTER FOR CONSIDERATION

There are several policies due for their bi-annual review at this meeting.

They are:

- i. Road Reserve Weed Control Policy
- ii. Rural Roadside Tree Planting Policy
- iii. Town Treescape Policy
- iv. Urban Crossover Policy
- v. Verge Improvement Policy

No significant changes have been made other than in the Annexure of policy (ii) removing a reference to the 'water table' and adding 'five metres from road edge'.

FURTHER UPDATES

Staff Movements: The Depot Admin/Building Management role has now been finalised with our current Customer Service Officer winning the position. Commencement in the new role is likely to begin early in 2023 so as not to create a vacancy on the front counter.

Interviews for the 2 x General Hand positions have been scheduled for the week beginning 12/12 so staff can be in place for the main construction period early in 2023.

The Waste Attendant position has now been finalised and we are awaiting a federal police clearance before they can commence.

Our new CESM has now commenced and has already made some great progress on outstanding matters. He will be working in Quairading each Monday and potentially some Fridays.

Waste Disposal Site: The EMWS has begun some preliminary research on how to improve productivity and conditions at the Waste Disposal Site. Apparently, we experience a lot more rubbish blowing out of the landfill area as the latest cell was swung from its usual westerly direction to a south facing opening. Staff are managing this as best they can and will ensure that the next cell returns to its initial direction. We will also look to install higher fencing around the cell to trap blown rubbish closer to the hole before it reaches the boundary fencing.

Works staff have spent some time there last week clearing vegetation and blown rubbish from around the site as well as pushing up the landfill with the loader. Our Grants and Projects Officer is working on improved signage with a map to show residents what should be put where. We are also preparing the site for the new amenities office due soon.

There are several options to consider for improving Containers for Change (CFC) processes. We are currently considering limiting the time available for CFC container drop-off.

According to the agreement between CFC and the Shire, CFC must be operational for a certain number of hours over a week. We will continue to adhere to these set hours, though CFC may only be operational for the minimum hours required. This will ensure we have dedicated staff time for CFC, as well as other tip tasks such as site maintenance and load checks.

We can also implement a bag drop system. This option will mean residents can drop off their empty containers with their Scheme ID marked on their bags at any point during tip opening hours. Counting will only occur during the set CFC times. Through this method, funds are automatically transferred to the customers bank account once the count is logged. This is only preliminary research at this stage; a dedicated agenda item will be prepared for Council to consider before any significant changes are made.

Community Park: EMWS and EMED have been working collaboratively to progress tasks at the park. Although disappointed not to meet our early December 2022 self-imposed deadline, it is getting much closer. The last of our playground equipment is confirmed to arrive on 15/12 from the EU (to be installed shortly afterwards). The furniture order dropped off the list with multiple staff changes, but this has now been finalised and ordered. Another item that fell from the radar was a subsurface tank to re-utilise the water rings output within the irrigation system. We may need to get creative as the water table can be high at our site but we're working through the issues while it's all still on paper. The drink fountain has now arrived.

Multiple suppliers are working on quotes for the supply and install of the concrete for the building slabs, pathways, and remaining equipment footings. We should have a confirmed order in place soon with likely installation during mid-January.

We've now heard that the QCRC were successful in their FRRR application to add some special Noongar symbols to the pathways in the park for added interest and storytelling opportunities. The proposed symbols were considered at the last RAP meeting with the EMED working with the CRC to finalise the quotes and design. EMED is also working on a mural design for the ablution block.

Roadworks: Our Construction staff have been pushing up gravel in the Hammond Hill pit ready for the 22/23 roadworks on the Quairading-Corrigin Road. Quairading Earthmoving are engaged for pushing up more at Frasers pit in West Quairading. Solomon Road has been opened again to traffic and the small area still holding water will be patched with blue metal in the next week. Wackett Road has now been graded. Our Supervisor of Construction is considering how best to improve the surface on a short section of Quairading South Road as there are some deep ruts left from trucks during winter.

The seal repair on the Doodenanning-Mawson Road remains outstanding but is scheduled when we have a full complement of staff during 20-23/12.

Christmas 2022: Following the excellent end of year celebrations, works staff have been assisting with the Shire's Christmas decorations. We will be ordering replacement panels for the light poles, but our custom order would not have arrived in time for Christmas 2022. Staff have sourced a few key pieces and added some temporary festive touches to the townscape including decorated conifer trees in pots along the main shopping precinct, large wreaths on the Town Hall and baubles in trees outside the Quairading Hotel and Café; solar lights to the ornamental pear trees on the southern side of Heal St as well as a giant light up star and a sit-in bauble for the El Toro precinct.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There are no currently financial considerations.

ALIGNMENT WITH STRATEGIC PRIORITIES

- 3.1 Built Environment:** Safe, efficient and well maintained road and footpath infrastructure
- 3.2 Built Environment:** Parks, gardens and social spaces are safe and encourage active, engaged and healthy lifestyles

5.3 Governance & Leadership: Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community

CONSULTATION

The Works team received a high level of customer requests which are immediately assessed by EMWS and responded to within a timely manner.

RISK ASSESSMENT

Financial	Moderate <i>The Works budget is a substantial investment into our town and the Shire's assets. It needs to be properly allocated and have transparency for the community members and ratepayers.</i>
Health	N/A
Reputation	High <i>The Works team has strong visibility within the community and are committed to making sure the Shire is a safe and beautiful place to live and work.</i>
Operations	High <i>A well-functioning Works team ensures that Council's priority tasks are completed in a timely and value for money method.</i>
Natural Environment	N/A

Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Critical
Rare	LOW Accept the risk Routine management	LOW Accept the risk Routine management	LOW Accept the risk Routine management	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review
Unlikely	LOW Accept the risk Routine management	LOW Accept the risk Routine management	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review
Possible	LOW Accept the risk Routine management	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review	HIGH Quarterly senior management review
Likely	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review	HIGH Quarterly senior management review	EXTREME Monthly senior management review
Almost certain	MEDIUM Specific responsibility and treatment	MEDIUM Specific responsibility and treatment	HIGH Quarterly senior management review	EXTREME Monthly senior management review	EXTREME Monthly senior management review

COMMENT

Please find an update on the 2022/23 Works Programme as Attachment [1].

COMMENTS AFFECTING COUNCIL DECISION

It was determined by Council that the Road Reserve Weed Control Policy required further investigation and amendments prior to Council approval.



WORKS PROGRAMME UPDATE

PROJECT	SCHEDULED COMPLETION DATE	CURRENT STATUS AND COMMENT
Update signage to current information	October 2022	95% complete – The Airstrip is the only remaining outstanding signage. Our supplier, Sunny Signs have recently moved locations so our orders are caught in their production backlog. Have been followed up.
Final Completion: Old School Site (plaques and signage); Infant Health Centre (plinth and plaques); Caravan Park sewer pump (move to a silent alarm)	Before end December 2022	<u>Old School Site</u> : Signage design is nearing final proofs with the designers. <u>Infant Health</u> : Brass plaques are ordered with a confirmed design for the plinth now finalised. Adam May will schedule this work after completing the shelters at the Park. <u>Caravan Park</u> : Scope of works to move from a probe to manual ball floats is underway.
Seal repairs (half road) on corner of Mawson-Doodenanning Rd & Billacabella Rd	20-23 December 2022	As confirmed in our Works Schedule.
Training Matrix progress	September – December 2022	90% complete – Outstanding training in HC truck licences.
Waste Facility: New office & amenities modular building; feral animal control programme	October – November 2022	75% complete – Septic tanks have been cleared, ready for relocation closer to the new Amenities Office location. Feral cat eradication is ongoing.
Footpath Improvements: LRCI Phase 1 - McLennan St (south of Stacey St); Cubbine St (Murphy St to QDHS ELC Entry) and Curb Ramp at Town Hall	Before end December 2022	75% complete – Suitable supplier quotes have been sought. Works will need to be completed by 31/12/22.
Toapin Weir: Improved BBQ and firepit facilities, remove wire fence and install bollards, improved safety signage	November – December 2022	20% complete – New electric BBQ and cabinet has been ordered. We will install a new potable water supply with a timer tap to the exterior of the Ablution Block and remove water tank. Handrail options are being considered and signage will soon be installed (arrived at Shire).
Kwirradling Koort Community Park (installation)	September 2022 – January 2023	75% complete - Site has been resurveyed for pathways and shelters. Local contractors will begin trenching utilities with Keith Johnston installing plumbing prior to the electrical by John Greenwood. Street furniture, ablution block mural and bin surrounds are next on the



PROJECT	SCHEDULED COMPLETION DATE	CURRENT STATUS AND COMMENT
		procurement list along with finalising the Wind Wheels and Big Q installations.
The Groves: Access road and fencing	January – February 2023	5% – The Shire’s Bushfire Mitigation Officer is developing the scope of works to send out to potential contractors and suppliers. Stump at the Ashton St access has now been removed.
Major Roadworks: Quairading-Corrigin Rd	October 2022 – February 2023	Not yet commenced -Gravel supplies have been confirmed and pushed up. Final design and scheduling is underway.
Linemarking at Arthur Kelly Village (carparking)	February 2023	Not yet commenced.
Gravel Resheeting: Old Beverley Road West; Badjaling North Rd	Outside construction timeframes (October 2022 to March 2023)	30% complete - Some resheeting work has been done but not yet completed due to water logging of OBR West. Badjaling North Road has been repaired but not yet resheeted.
Directional shades on Oval lighting	March - April 2023	Not yet commenced.
Road Maintenance – Cemetery Road (Permit to Take Threatened Flora (for <i>Jacksonia Quairading</i>) required)	May-June 2023	DCBA have approved a new clearing permit for the Cemetery Access Road. Works will need to be scheduled to widen the road and clear the necessary vegetation.
Balkuling School repairs	EMED / Adam May	Not yet commenced.
Refurbishment of BMX / Bike Track	*** TBC	Not yet commenced – Works staff have done an initial walk through to assess our capacity to assist with this project. Staff will be available to assist with delivery after major construction – April 2023.

ROAD RESERVE WEED CONTROL POLICY

PURPOSE

Roadsides are particularly vulnerable to weed invasion as they have a larger perimeter (or "edge") to area ratio. As edges are particularly prone to degradation, the greater the length of the 'edges', the greater the opportunities for degradation. The roadside edges are subject to high levels of disturbance, and the spread of weeds is encouraged by any disturbance including burning, clearing, grazing, cultivation of firebreaks, and service installation.

The process of biological invasion by weeds begins with their introduction, then their establishment and local infestation, survival, reproduction, and widespread dispersal, eventually finishing with full infestation of their potential range.

OBJECTIVE

The objectives of this local Policy are to: -

- To eradicate weed populations along local Road Reserves.
- Encourage Shire Works Team and landholders to seek out and adhere to industry guidelines and standards as specified in relevant codes of practice and other documents for weed control on roadside verges.
- Encourage local landholders to conduct appropriate management plans.
- To reduce the risk of fire in the road reserves.
- Reduce the inconvenience of vermin such as rabbits and foxes.
- To comply with government legislation including the *Environmental Protection Act 1986*.

DEFINITIONS

Weed

A weed is a plant that represents a threat to the conservation values of natural ecosystems. Weeds invade native plant communities and out-compete them causing a reduction in plant diversity and resulting in a loss of habitat for native animals.

Road Reserve

The road reserve includes the road, remnant vegetation up to an adjacent properties fence line.

Landholders

The holder or proprietor of land.

Environmentally sensitive area

ROAD RESERVE WEED CONTROL POLICY



There are a number of areas around Western Australia of environmental significance within which the exemptions in the Clearing Regulations do not apply. These areas are referred to as environmentally sensitive areas (ESAs), and are declared under section 51B of the *Environmental Protection Act 1986* and described in the Environmental Protection (Environmentally Sensitive Areas) Notice 2005.

POLICY

This policy applies to weed control within the roadside reserves within the Shire of Quairading, and is to be managed in accordance with the guidelines detailed below.

GUIDELINES

Environmental Protection Act 1986.

Local Government Act 1995

Annexure A – Procedures

STATUTORY ENVIRONMENT

Local Government Act 1995

Environmental Protection Act 1986.

Record of Policy Review						
Version	Author	Council Adoption	Resolution	Reason for Review	Review Date	CEO Signature
01	Graeme Fardon	16/12/10	125-10/11	New Policy		
02	Graeme Fardon/ Allan Rourke	20/12/18	115-18/19	<i>Policy Review Project – 15/12/2018</i>		
03	Graeme Fardon	17/12/20	97-20/21	Biennial Policy Review - Minor Amendment	Dec 2020	
04	Nicole Gibbs / Sarah Caporn			Biennial Policy Review	Dec 2022	

ROAD RESERVE WEED CONTROL POLICY

**Annexure A****1. General weed management for Council Employees****1.1 Herbicide spraying**

Off-target spraying may kill native understory and create an altered environment for weeds to invade.

Risk can be minimised by:

- (a) Restricting spraying to the road shoulder and around road furniture,
- (b) Not spraying on wet or windy days,
- (c) Not using residual herbicides along watercourses, and
- (d) Not using non-selective herbicides near susceptible plants.

1.2 Alternative Weed Control Strategies

Weeds can be managed using many different methods. The most effective management of weeds is usually achieved by a combination of methods with follow-up over a number of years. The stage that a weed has reached in the invasion process determines the best approach for its control.

The three main approaches to weed management are:

- (a) Prevention of establishment,
- (b) Early detection and eradication, and
- (c) Management of existing populations.

Prevention

This is the most effective means of control. Establishing workable prevention mechanisms is much more cost-effective than controlling established populations.

Prevention mechanisms include:

- (a) Cleaning machinery between jobs,
- (b) Only using clean, weed-free fill materials, including stockpiles,
- (c) Marking turn-around points for maintenance works to prevent longitudinal spread
- (d) Through mowing or grading,
- (e) Revegetation of disturbed areas, and
- (f) Minimising or avoiding disturbance in areas of native vegetation.

Early Detection and Eradication

The second most cost-effective means of weed control is early detection and eradication. Eradication of newly established populations is possible only if detection mechanisms are in place to identify them.

ROAD RESERVE WEED CONTROL POLICY

**Management of Existing Populations**

Managing existing weed infestations can involve eradication, control or containment depending upon the extent and severity of infestations, and the resources available to manage the program. Mulching, burning, cultivation, introduction of competition, grazing, biological control and chemicals are all management tools that can be used where appropriate.

Grazing and Stock Movement

Grazing of domestic livestock is defined as vegetation clearance under the *Native Vegetation Act, 1991*. Movement of stock along road reserves can aid the spread of weeds, compact the soil, exacerbate soil erosion problems and hinder native plant regeneration. Whilst it is necessary to allow the moving of stock along road reserves to move them between paddocks, stock movement should be avoided where there is declared rare flora or native vegetation that is classified in an environmentally sensitive area (ESA). Landholders must find alternative routes for the movement of stock through negotiation with adjacent landholders.

Fencing

Item 11 of Regulation 5 of the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004* provides an exemption for clearing between private property and crown land (e.g. a road reserve), provided that the clearing on the crown land is no more than 1.5 metres from the fence and provided that the clearing, combined with other limited exempt clearing on the property, does not exceed 1 hectare in the financial year in which the clearing takes place. This exemption applies to the owner of the land on which the clearing is to take place, therefore the written approval of the owner of that crown land (e.g. the local government in the case of a road reserve) must be obtained prior to undertaking the clearing. This exemption does not apply in environmentally sensitive areas.

Removal of Plant Material

Dead timber on roadsides can provide valuable habitat for small mammals, reptiles and most importantly invertebrates. Allowing it to decompose through natural processes also maintains integrity of the nutrient cycling that underpins stable ecosystems. Removal of dead timber destroys these habitats and processes. Another aspect of the stability of roadside ecosystems is the maintenance of the ability to regenerate. Excessive removal of seed from native vegetation diminishes the amount of seed available in the soil for new plants to grow from. Ultimately, this can lead to lower densities of some species and alteration of the vegetation structure.

Summer Weed Control

Summer weed control is an imperative component of roadside weed control and must be undertaken when weed burdens are posing significant threat to the native roadside vegetation and surrounding agricultural land. Summer weed control involves accounting for the same policy measures as discussed for general weed control. Summer weed control also needs to account for the risk fire plays when weeds are left uncontrolled.

ROAD RESERVE WEED CONTROL POLICY



Before implementing a summer weed control program, it is important to consider the high persistency of summer weeds and difficulty in containing their spread. Species such as caltrop (*Tribulus terrestris*), afghan thistle (*Solanum hoplopetalum*) and prickly saltwart (*Salsola kali*) are examples of summer weeds with highly adapted systems that make them very difficult to control. In these cases control methods should take into consideration:

- (a) Growth stages of the plant
- (b) Seed development stages and timeframes
- (c) Herbicide tolerance and susceptibility
- (d) Areas of high population densities of the specific weed and potential distribution zones.

Declared Plants

Plants may be 'declared' by the Agriculture Protection Board under the *Agriculture and Related Resources Protection Act 1976*. If a plant is declared, Council Employees are obliged to control that plant on roadside reserves where they are present. Declaration specifies a category, or categories, for each plant according to the control strategies or objectives which are considered to be appropriate in a particular place.

Among the factors considered in categorising declared plants are:

- (a) The impact of the plant on individuals, agricultural production and the community in general,
- (b) Whether it is already established in the area, and
- (c) Feasibility and cost of possible control measures.

Collecting plant samples for identification

Identification of plants is important to establish a record of the distribution or to confirm if a plant new to the area is declared. Specimens collected can be sent to any office of the Department of Agriculture and Food where it can be identified or sent on to the State herbarium if identification cannot be made. Preparing plant samples to ensure that the key identifying components are included is essential to assist in this process. A publication by the CRC for weed management gives a very comprehensive methodology for collecting and preserving plant collections. This document is available from their website: www.weedscrc.org.au.

2. General weed management for Adjacent Landholders

Roadside reserve weed control management must be undertaken with close consultation with Shire staff to ensure that adjacent landholders adhere to minimum disturbance guidelines when controlling weed populations in roadsides.

Adjacent landholders are encouraged to maintain effective weed management strategies along fence lines adjacent to a road reserve to suppress weed populations from entering the road reserve from their properties and from entering their properties from the road reserve.

In road reserves where native vegetation (trees, shrubs, grasses and other ground covers) may be impacted you should seek advice from the Department of Environment and Conservation Native Vegetation Conservation Branch ((08) 9219 8744) as a clearing permit may be required under Part V of the *Environmental Protection Act 1986*.

ROAD RESERVE WEED CONTROL POLICY



NOTE: This includes farmers spraying weeds in road reserves and in fact if a landholder inadvertently kills native vegetation they could be liable under the *Environmental Protection Act 1986*.

The following weed management practices can be implemented to ensure suppression of weed populations:

2.1 Herbicide spraying

Selective and non- selective herbicides may be used to manage weed infestations up to 1.5m from the existing fence line on the side of the road reserve.

The use of selective and non- selective herbicides may be necessary to manage weed populations up to 5m away from the internal fence line of a landholder's property.

It is important that landholders obtain expert advice on suitable herbicides to use for different weeds present on road reserves and take into consideration the presence of waterways, livestock and native species present before undertaking herbicide applications.

2.2 Cultivation

Cultivation is an effective weed management strategy to use to control the 5m buffer area from the internal fence line of a landholder's property. This will also effectively establish fire break zones between the road reserve and a property.

2.3 Burning

Burning is an effective weed management strategy to use to again, control the 5m buffer area from the internal fence line of a landholder's property. This will also effectively establish fire break zones between the road reserve and a property.

Summer Weed control

Summer weed control is an imperative component of roadside weed control and must be undertaken when weed burdens are posing significant threat to the native roadside vegetation and surrounding agricultural land. Summer weed control involves accounting for the same policy measures as discussed for general weed control. Summer weed control also needs to account for the risk fire plays when weeds are left uncontrolled.

Before implementing a summer weed control program, it is important to consider the high persistency of summer weeds and difficulty in containing their spread. Certain species have highly adapted systems that make them very difficult to control. In these cases, control methods should take into consideration:

- (a) Growth stages of the plant
- (b) Seed development stages and timeframes
- (c) Herbicide tolerance and susceptibility
- (d) Areas of high population densities of the specific weed and potential distribution zones.

Declared plants

Plants may be 'declared' by the Agriculture Protection Board under the *Agriculture and Related Resources Protection Act 1976*. If a plant is declared, landholders are obliged to control that plant on their own property where present. Declaration specifies a category, or

ROAD RESERVE WEED CONTROL POLICY



categories, for each plant according to the control strategies or objectives which are considered to be appropriate in a particular place.

Among the factors considered in categorising declared plants are:

- (a) The impact of the plant on individuals, agricultural production and the community in general,
- (b) Whether it is already established in the area, and
- (c) Feasibility and cost of possible control measures.

Collecting plant samples for identification

Identification of plants is important to establish a record of the distribution or to confirm if a plant new to the area is declared. Specimens collected can be sent to any office of the Department of Agriculture and Food where it can be identified or sent on to the State herbarium if identification cannot be made. Preparing plant samples to ensure that the key identifying components are included is essential to assist in this process. A publication by the CRC for weed management gives a very comprehensive methodology for collecting and preserving plant collections. This document is available from their website: www.weedsrc.org.au.

3. Role of Council in Assisting Landholders with Roadside Weed Control Strategies

3.1 Herbicide spraying

Permission must be obtained from Council prior to any herbicide applications sprayed on Quairading road reserves.

3.2 Cultivation

Cultivation is an effective weed management strategy to use to control the 5m buffer area from the internal fence line of a landholder's property. This will also effectively establish fire break zones between the road reserve and a property. No Council approval is required for cultivation of fire breaks.

3.3 Burning

Permission must be obtained from Council prior to any burning program being conducted on any Shire of Quairading road reserves.

Any burning for weed control must be undertaken in accordance with the *Bush Fires Act 1954* and any local restrictions that are in force at the time. Further information on the Restricted and Prohibited Burning Periods are available at the Shire's website - <https://www.quairading.wa.gov.au/fire-control-prevention.aspx>

RURAL ROADSIDE TREE PLANTING POLICY



RURAL ROADSIDE TREE PLANTING POLICY

PURPOSE

The purpose of this Policy is to outline the Shire's expectations in relation to rural roadside tree planting within the road reserve.

OBJECTIVE

To ensure appropriate management of road reserves with regard to the planting of verge Trees.

POLICY

Council supports the planting of suitable species of trees/shrubs along rural road reserves, in accordance with the below guidelines.

GUIDELINES

Annexure A – Tree Planting

- (a) The Shire encourages the planting of trees native to Western Australia, throughout the Shire.
- (b) Any vegetation proposed to be planted on a road reserve with a constructed gravel road is to be planted at least five metres back from the edge of the road.
- (c) Any vegetation proposed to be planted on a road reserve with a sealed road by an adjoining landowner is to be referred to Council for consideration.

STATUTORY ENVIRONMENT

Local Government Act 1995

Record of Policy Review						
Version	Author	Council Adoption	Resolution	Reason for Review	Review Date	CEO Signature
01	Graeme Fardon	25/09/97	106-97/98	New Policy		
02	Graeme Fardon / Allan Rourke	27/09/18	41-18/19	Policy Review Project – 5/09/2018		
03	Graeme Fardon	17/12/20	97-20/21	Biennial Policy Review – Minor Amendment	Dec 2020	
04	Sarah Caporn			Biennial Review – Minor Amendment	Dec 2022	

TOWN TREESCAPE POLICY

PURPOSE

Trees provide environmental, health and amenity benefits in relation to solar screening, microclimate, carbon absorption, bird and animal habitat, air quality and visual attractiveness.

Due to these benefits, trees can also enhance the monetary value of individual properties and the enjoyment of residing in a green, leafy neighbourhood.

It is a concern for the Shire that some trees and shrubs can pose problems to local infrastructure. This becomes an issue if individual species are not chosen correctly or if they are planting in an unsuitable position. This policy outlines ways to rectify problems associated with these situations. The policy also outlines ways to maintain environmental integrity throughout the Shire by using offset areas to maintain and increase tree and shrub populations in the event of tree and shrub removal.

OBJECTIVE

The objectives of this local Policy are to:

- (a) Encourage the Shire Works & Services staff and landholders to seek out best practices for tree management within the town sites.
- (b) Encourage off-set planting to be completed through appropriate measures.
- (c) To comply with government legislation including the *Environmental Protection Act 1986* and the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*.

DEFINITIONS

Road Reserve

The road reserve includes the road surface (including shoulders and drainage treatments) remnant vegetation up to an adjacent property's fence line.

Landholders

The holder or proprietor of land.

Environmentally Sensitive Area

There are a number of areas around Western Australia of environmental significance. These locations are generally areas where the vegetation has high conservation value and cannot be cleared. These areas are referred to as environmentally sensitive areas (ESAs), and are declared under section 51B of the EP Act and described in the Environmental Protection (Environmentally Sensitive Areas) Notice 2005. Section 51B of the EP Act allows the Minister to declare environmentally sensitive areas.

TOWN TREESCAPE POLICY



No such areas have been identified within the Road Reserves in the Quairading town site. However, the Shire acknowledges the presence of Jacksonia Quairading and Banksia Cuneata within the Quairading town site, in the borefield and old rifle range area.

POLICY

This policy applies to the Quairading town site. The Policy differentiates between existing remnant vegetation and species planted by the Council or Community Groups throughout the town for aesthetic purposes.

GUIDELINES

Environmental Protection Act 1986

Environmental Protection (Clearing of Native Vegetation) Regulations 2004

Annexure A – Procedures.

STATUTORY ENVIRONMENT

Environmental Protection Act 1986

Environmental Protection (Clearing of Native Vegetation) Regulations 2004

Record of Policy Review						
Version	Author	Council Adoption	Resolution	Reason for Review	Review Date	CEO Signature
01	Graeme Fardon	25/11/10	100-10/11	New Policy		
02	Graeme Fardon/ Allan Rourke	20/12/18	115-18/19	<i>Policy Review Project 5/12/2018</i>		
03	Graeme Fardon	17/12/20	97-20/21	Biennial Policy Review - Minor Amendment	Dec 2020	
04	Nicole Gibbs / Sarah Caporn			Biennial Policy Review - Minor Amendment	Dec 2022	

TOWN TREESCAPE POLICY

**Annexure A****1. General Clearing Responsibilities for Council Employees**

The Shire conducts tree removal or pruning in a reactive manner. The Shire is to provide direct resources for this activity to those trees that present a high risk to the community and infrastructure.

1.1 Clearing to maintain existing cleared areas around a building, fence line, fire risk reduction area for a building, vehicle or walking track and/or footpath

Item 15 of Regulation 5 of the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004* provides an exemption for clearing to maintain existing cleared areas around infrastructure for the following purposes, provided that the land was lawfully cleared within the 10 years immediately prior and the clearing is to the extent previously lawfully cleared for that purpose: around a building or structure for the use of the building or structure; for a fire risk reduction area for a building; to maintain an area along a fence line to provide access to construct or maintain the fence; or to maintain a vehicle or walking track.

This exemption also applies to clearing of land that was previously lawfully cleared (possibly in excess of 10 years prior) for the following purposes, provided that the clearing does not exceed the extent specified for that purpose:

- (a) Around a building or structure for the use of the building or structure - maximum of 20 metres;
- (b) For a fire risk reduction area for a building - maximum of 20 metres;
- (c) To maintain an area along a fence line to provide access to construct/maintain the fence - maximum of 5 metres; or
- (d) To maintain a vehicle or walking track - maximum of 5 metres.
- (e) This exemption applies to the owner or occupier of the land on which the clearing is to take place. This exemption does not apply in environmentally sensitive areas (ESAs).

1.2 Clearing on a Public Roadside Facility

Exemptions to the clearing regulations exist for clearing for maintenance in existing transport corridors (being a stretch of road, whether public or private, or railway). Item 22 of regulation 5 (and schedule 2) enables local government to clear vegetation for the maintenance of an area that is a public roadside facility, provided that the clearing is to the extent necessary to maintain (but not extend) the intended use of the area. Any extension, widening, upgrading or realignment of road or railway infrastructure that requires the clearing of native vegetation is considered to be new works. New works are not covered under this exemption and will require a clearing permit.

2. Existing Remnant Vegetation

Plants grown on public roadsides that have existed for more than 10 years require a clearing permit prior to their removal except in the occurrence that they are being removed to maintain an existing walking track or pathway.

TOWN TREESCAPE POLICY

**2.1 Existing Trees**

Where a request for tree removal or pruning relates to the potential for injury to any person or damage to property, a suitably qualified staff member will assess the risk associated with the pruning or tree removal.

The Shire may consider the following, when determining if the above action is appropriate:

- (a) Whether the tree has significant amenity or aesthetic value or the significance of the tree(s) within the local area and regional landscape.
- (b) Whether the tree(s) provides habitat.
- (c) Whether the tree species is known to be an environmental weed as declared by the Department of Agriculture and Food WA.
- (d) Whether the tree(s) obstructs reasonable solar access to windows, openings of a building, solar appliances, clothes drying, and outdoor living areas.
- (e) Whether the tree is within five (5) metres of an approved building or structure.
- (f) Whether the tree is within one (1) metre of a sealed driveway.
- (g) Whether the tree (native or amenity) no longer fills its original purpose

2.2 Refusal of Requests

The Shire may/can refuse requests for removal or pruning of trees, if at the time of the inspection, the tree:

- (a) Is in a healthy and stable state, and
- (b) Does not interfere with overhead or underground services, and
- (c) Does not affect the sight lines of motorists or pedestrians, and
- (d) Is not causing damage to private or public property, and
- (e) Is not risking public safety, and
- (f) Is not likely to cause any of the above in the foreseeable future.

2.3 Termites/Bees/Pests

The Shire of Quairading undertakes the eradication of termites/bees/pests in tree(s) or tree stumps or any timber on Council road reserves and public reserves. It is the responsibility of the property owner to undertake any eradication activities on their land and protect all buildings from termite attack by installation and maintenance of recommended methods of control in accordance with Australian Standard 3660-1993 'Protection of Building for Subterranean Termites'.

2.4 Unique Environmental Values

To determine whether the clearing site has unique environmental values, the site must be assessed as to whether it contains:

- (a) Ecosystems and their constituent parts including people and communities; and
- (b) All natural and physical resources; and

TOWN TREESCAPE POLICY



- (c) Those qualities and characteristics of locations, places and areas, however large or small, that contribute to their biological diversity and integrity, intrinsic or attributed scientific value or interest, amenity, harmony and sense of community; and
- (d) Cultural heritage values for any community members.

3. Species planted by the shire or community groups throughout town for aesthetic purposes

Plants grown on public roadsides within 10 years are able to be removed without a clearing permit.

3.1 New Trees

The Shire does not encourage the planting of trees within road reserves or in public reserves by anyone other than Shire staff or its contractors due to the potential for liability. The Shire is responsible for the selection, planting and maintenance of any new trees planted. Selection of the tree / shrub types may be on the grounds of suitability to minimise the impact on the immediate locality and infrastructure.

4. Locating Suitable Offset Areas

The offset area must demonstrate that the proposed clearing site and the proposed offset area are ecologically equivalent. Ecological equivalence includes values associated with the following factors:

An offset area must:

- (a) Be of the same broad vegetation group.
- (b) Be a strategic position in landscape.
- (c) Be the same or similar in landform and soil type/s as found within the site to be cleared.
- (d) Be able to support the same or similar native vegetation associations/s as that present within the site to be cleared.
- (e) Likely to be successfully recreated as the habitats that are to be lost through clearing
- (f) Contribute to species diversity.
- (g) Match landscape context attributes - patch size, connectivity, context.

Offset areas must be planted in a 2:1 ratio from that vegetation that has been removed and/or cleared.

Suggested offset planting locations include: -

- (a) Reserve 36774 – (Area bounded by Parker Street, Ashton Street, Harris Street and MacDonald Street)
- (b) Reserve 16735 – Quairading Landfill Site
- (c) Reserve 14179 – Gravel Reserve, Cunderdin Road
- (d) Reserve 21459 – Borefield Reserve

The off-set areas will need to be monitored at 6-monthly intervals for 3 years to ensure establishment of the new sites.

TOWN TREESCAPE POLICY



There is also an opportunity to expand to the offset areas through 'contributing offsets' which may include additions such as fencing, security, removing threatening processes and associated community education to the offset area.

URBAN CROSSOVER POLICY

PURPOSE

To provide appropriate standard for the construction of crossovers in the Shire of Quairading and to ensure the correct allocation of crossover subsidies as per schedule 9.1 (7) of the *Local Government Act 1995*.

OBJECTIVE

- (a) To provide design criteria that is uniform and practical;
- (b) To provide safe access for vehicle and pedestrian traffic with minimal impact to road infrastructure assets and streetscape aesthetics;
- (c) To ensure best practice for storm water management;
- (d) To outline compliance requirements for subsidy eligibility.

POLICY

- (a) All new crossovers are to be constructed in accordance with the Shire of Quairading specifications for crossovers (Annexure A).
- (b) Council will subsidise: -
 - (i) One (1) standard crossover per single lot.
 - (ii) One (1) standard crossover for each individually titled lots.
 - (iii) A subsidy may be provided for the reconstruction of bituminous crossovers in concrete or brick paving, subject to the works complying with the Shire's specifications.
 - (iv) A further subsidy will not be payable where Council has previously subsidised one (1) standard concrete or brick paved crossover to a single residential property or if Council has previously subsidised one (1) standard concrete or brick paved crossovers for each individually titled lots.
 - (v) Maintenance of Crossovers is the responsibility of the landowner.

GUIDELINES

Legislation – Schedule 9.1 (7) of the *Local Government Act 1995*

Annexure A – Specifications for Crossovers.

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 9.1 (7)

Local Government (Uniform Local Provisions) Regulations 1996, Regulation 15

URBAN CROSSOVER POLICY



Record of Policy Review						
Version	Author	Council Adoption	Resolution	Reason for Review	Review Date	CEO Signature
01	Graeme Fardon	25/06/09	333-08/09	New Policy		
02	Graeme Fardon/ Allan Rourke	27/09/18	41-18/19	Policy Review Project – 5/09/2018		
03	Graeme Fardon	17/12/20	97-20/21	Biennial Policy Review – Minor Amendment	Dec 2020	
04	Nicole Gibbs / Sarah Caporn			Biennial Policy Review – Minor Amendment	Dec 2022	

URBAN CROSSOVER POLICY

**Annexure A – Specification for Crossovers**

The crossover can be constructed using the following types of materials: -

- (a) Concrete
- (b) Bitumen
- (c) Brick paving

The following conditions are required to be followed for the construction of a crossover using one of the three different materials -

Concrete

- (a) Must be 100mm thick minimum
- (b) Compacted sub grade of sand/similar, minus any rubbish or organic matter
- (c) Must have non slip/brushed finish.

Bitumen

- (a) Compacted sub grade of sand/similar, minus any rubbish or organic matter
- (b) 150mm compacted gravel, limestone or road base
- (c) Gravel to be primed with bituminous primer (7mm blue metal)
- (d) Minimum 25mm asphalt
- (e) Sealed crossover to be bordered by either brick paving or concrete kerbing.

Brick paving

- (a) Compacted sub grade of sand/similar, minus any rubbish or organic matter
- (b) Pavers to be laid in either 90 or 45-degree herringbone pattern, with stretcher bond or soldier header coarse
- (c) Must use trafficable pavers, minimum 50mm laid on 20mm sand bedding
- (d) Edges of paving to have minimum 100mm wide haunch.

1. Levels

The final grade from the top of the kerb to the finished level at the boundary line should equal 2%. (e.g. 6m wide verge would require levels at boundary line to be 120mm above top of kerb). Where kerbing has been removed, crossover to be at top of kerb height (minimum) at 2.0m from edge of road pavement and have kerb wings placed or manufactured on site to protect integrity of kerb drain.

Under extreme circumstances, where it is believed this level cannot be followed, alternative levels need to be approved by Council, prior to works commencing.

2. Dimension

The minimum width of a residential crossover is 3.0 metres and the maximum width is 6.0 metres with 1.5 metre splayed sections at roads edge. The width at roads edge can be no longer than 9.0 metres.

Any variance to these dimensions is by Council approval only.

URBAN CROSSOVER POLICY

**3. Costs for Construction**

Costs for construction of first vehicle crossing to properties, are as set out in *Local Government (Uniform Local Provisions) Regulations 1996*, Regulation 15. Council's contribution will be one half of the cost of a standard crossing (as estimated by Council).

4. Total Cost of Construction – Additional Crossover

The total cost of construction of a second or any subsequent vehicle crossing is to be borne by the landholder.

5. Crossing Repairs

Crossing repairs may be executed by Council and costs charged at full cost to the landholder.

6. Subsidy for Residential Crossovers Upgrade

A subsidy of \$300 is offered for existing residential crossovers when upgrading crossovers from gravel or earth to bitumen, concrete or brick paving, subject to it being the first crossover upgraded and that it is constructed to Council's specification.

VERGE IMPROVEMENT POLICY



VERGE IMPROVEMENT POLICY

PURPOSE

This Policy outlines the Shire of Quairading's scope of activities in the road verge and clarifies the property owner's requirements regarding improvements and maintenance of this public land.

Any person who wishes to carry out any works on the verge shall do so in accordance with this policy, guidelines and specifications.

OBJECTIVE

Residents are encouraged to maintain the verge area, directly in front of their property, to contribute to the community's amenity. In most instances, this may include mowing of lawn grass and maintenance of their driveway crossing.

POLICY

The Shire supports the efforts of residents and property owners within the Shire designated townsites to develop and maintain verges that contribute to the aesthetic presentation of streetscapes and a sustainable quality environment for the community, in accordance with the guidelines detailed below.

Council will only undertake works on the verge to ensure public safety, make capital improvements (e.g. install pathway) or undertake maintenance of the Council drainage system (excluding roof water lines).

All verge treatments are to be in accordance with Council's local laws. Works can only be undertaken after approval by Chief Executive Officer.

GUIDELINES

To be read in conjunction with the Shire's *Activities in Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2016*.

Annexure A – Verge Treatment & Maintenance

STATUTORY ENVIRONMENT

Local Government Act 1995

Activities in Thoroughfares and Trading in Thoroughfares And Public Places Local Law 2016

Record of Policy Review						
Version	Author	Council Adoption	Resolution	Reason for Review	Review Date	CEO Signature
01	JA Martin	15/10/92	189/93	New Policy		

VERGE IMPROVEMENT POLICY



02	Graeme Fardon /Allan Rourke	27/09/18	41-18/19	Policy Review Project – 7/09/2018		
03	Graeme Fardon	17/12/20	97-20/21	Biennial Policy Review	Dec 2020	
04	Nicole Gibbs / Sarah Caporn			Biennial Policy Review	Dec 2022	

Annexure A – Verge Treatment & Maintenance

It is a requirement under the *Local Government Act 1995* that permission is sought from a local government before any private works are undertaken on a public thoroughfare or local government land.

A written application to the Chief Executive Officer, supported by a sketch plan of their intention (where appropriate) is required to be submitted, and approved in writing before any modification using these materials commences.

When undertaking any modification on a verge area adjoining a property, the property owner must ensure these works comply with Shire of Quairading's *Activities in Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2016* and this Policy.

The following general conditions apply for verge improvements: -

1. The landholder accepts responsibility for removal or relocating the plants if required by any public utility.
2. The verge is maintained at a positive gradient up from the top of the kerb, to the frontage of the property abutting the carriageway.
3. The plants are kept clear of the roadway or any footpath where applicable.
4. The landscape scheme is to be of such a nature as not to create any undue hazard to road users or pedestrians.
5. No plants taller than one (1) metre in height are to be planted on verges at a road junction or intersection.
6. Reticulation sprinklers are not to spray water on a footpath or road, and watering is to be restricted to time where inconvenience to pedestrians, cyclists and motorists is at a minimum.
7. Any gravel is to be compacted so as not to allow loose material to be spread on to the road, footpath or neighbouring properties.
8. The landholder agrees to maintain the area so as not to cause a hazard.
9. Should the verge become a hazard, the ratepayer agrees to remove the treatment at their expense e.g. obscured sight distance.
10. The landholder agrees to indemnify Council against all claims which may arise as a result of the treatment.

ITEM 15 MATTERS FOR CONSIDERATION - WORK, HEALTH & SAFETY

No matters for consideration

ITEM 16 URGENT COUNCILLOR'S BUSINESS

Cr Hayes thanked all those involved with the Christmas party.

Cr Hayes would like to attend an “aging in place” expo in Pingelly on the 14th March 2023. It is on the same day as the Ordinary Council meeting. Cr Hayes will put a Leave of Absence in for the day.

ITEM 17 CONFIDENTIAL ITEMS

RESOLUTION: OCM 144-22/23

Moved: Cr JR Hippiisley

Seconded: Cr BR Cowcill

That Council close the meeting to the public at 2.30 pm to consider the confidential reports listed below in accordance with Section 5.23(2) of the *Local Government Act 1995*:

17.1 Medical Practice Update – December 2022

CARRIED 5/0

17.1 Medical Practice Update - December 2022

RESOLUTION: OCM 145-22/23

Moved: Cr JC Hayes

Seconded: Cr BR Cowcill

That Council

1. Ratify the termination of the current agreement with Noble Medical Investments.
2. Source a doctor through Medfuture, paying the prescribed fee of \$17,500

CARRIED BY ABSOLUTE MAJORITY 5/0

RESOLUTION: OCM 146-22/23

Moved: Cr JR Hippiisley

Seconded: Cr BR Cowcill

That the meeting be open to members of the public at 2.51 pm.

CARRIED 5/0

Public Reading of Resolution

There were no members of the public present and as such no resolution was read.

ITEM 18 NEXT MEETING DATE

The next Ordinary Council Meeting is scheduled to take place on Thursday 15th February 2023 commencing at 2.00pm in the Council Chambers, 10 Jennaberring Road, Quairading, WA.

ITEM 19 CLOSURE

There being no further business, the Chairperson closed the meeting at 2.51pm.

I certify the minutes of the Ordinary meeting of Council held on 15th December 2022 were confirmed 15th February 2023 as recorded on Resolution No. 148 - 22/23.

Confirmed.......... 15/02/2022