Ordinary Council Meeting

Notice of Meeting | 29th October 2026

I respectfully advise that the ORDINARY COUNCIL MEETING will be held in the Council Chambers, 10 Jennaberring Road, Quairading, WA on 29th October 2026 commencing at 3:15 PM

Public are able to attend this meeting.

Public questions may be submitted electronically to this meeting. Please click on the link for further information https://www.quairading.wa.gov.au/documents/1150/public-question-time-form

Alternatively, Questions may be asked in Person.

MEETING AGENDA ATTACHED

Nic Warren
CHIEF EXECUTIVE OFFICER

Date: 23 October 2026

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.

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SHIRE OF QUAIRADING

ITEM 1 OPENING & ANNOUNCEMENTS

The Shire President opened the Meeting at _____ 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 and present. I welcome you all here today for this meeting.

In accordance with Regulations 14I and 14J of the Local Government (Administration) Regulations 1996 I give notice that this meeting is being audio recorded to facilitate community participation and for minute-taking purposes. By being present, members of the public consent to the possibility of their voice being recorded. Audio recordings are published on the Shire's website following the meeting."

ITEM 2 ATTENDANCE AND APOLOGIES

Councillors

Cr TJ Stacey	Shire President
Cr JC Hayes	Deputy Shire President
Cr BR Cowcill	
Cr RC Faltyn	
Cr SL Hadlow	
Cr KS Squiers	
Cr LJ Stacey Cowcill	

Council Officers

Mr NJ Warren	Chief Executive Officer
Ms T Brown	Executive Manager, Corporate Services
Ms SE Caporn	Executive Manager, Works & Services
Ms J Green	Executive Manager, Community and Development
Ms M Haeusler	Manager of Governance

Observers/Visitor

Nil

Apologies

Nil

Leave of Absence Previously Granted

Nil

ITEM 3 PUBLIC QUESTIONS

No matters for consideration

ITEM 4 DEPUTATIONS/PRESENTATIONS/SUBMISSIONS/PETITIONS

No matters for consideration

ITEM 5 APPLICATIONS FOR LEAVE OF ABSENCE

No matters for consideration

ITEM 6 DECLARATIONS OF INTEREST

Elected Members in accordance with section 5.61 and 5.65 of the Local Government Act 1995 and the *Local Government (Model Code of Conduct) Regulations 2021* Schedule 1 Division 4 regulation 22:

A member who has an interest in any matter to be discussed at a Council or Committee meeting that will be attended by the member must disclose the nature of the interest -

a. in a written notice given to the CEO before the meeting; or
b. at the meeting immediately before the matter is discussed.

Local Government employees in accordance with section 5.70 or 5.71 of the *Local Government Act 1995* and the *Local Government (Administration) Regulations* 1996 Part 4A Division 2, regulation 19AD:

An employee who has an interest in any matter to be discussed at a council or committee meeting attended by the local government employee disclose the nature of the interest —

a. in a written notice given to the CEO before the meeting; or
b. at the meeting immediately before the matter is discussed.

ITEM 7 CONFIRMATION OF MINUTES AND BUSINESS ARISING

7.1 Confirmation of Minutes: Ordinary Council Meeting – 24 September 2026

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on the 24 September 2026 be confirmed as a true and accurate record.

BUSINESS ARISING

ITEM 8 RECEIVAL OF COMMITTEE MEETING MINUTES (NO RECOMMENDATIONS)

8.1 Concept Forum Meeting – 24 September 2026

Responsible Officer	Nic Warren, Chief Executive Officer
Reporting Officer	Marion Haeusler, Manager of Governance
Attachments	
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council receive the minutes of the Concept Forum for its meeting on 24 September 2026.

The minutes for the Concept Forum Meeting were provided to Council under separate cover. These minutes are not for public viewing.

ITEM 9 RECOMMENDATIONS FROM COMMITTEE MEETINGS FOR COUNCIL CONSIDERATION

9.1 Bushfire Advisory Committee Meeting – 30 September 2026

Responsible Officer	Nic Warren, Chief Executive Officer
Reporting Officer	Marion Haeusler, Manager of Governance
Attachments	
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council receive the minutes of the Bushfire Advisory Committee for its meeting on 30 September 2026.

The minutes for the Bush Fire Advisory Committee Meeting were provided to Council under separate cover. The minutes can be found on Council's website: www.quairading.wa.gov.au.

9.1.1 Appointment of Chief Bush Fire Control Officer

Responsible Officer	Nic Warren, Chief Executive Officer
Reporting Officer	Marion Haeusler, Manager of Governance
Attachments	Nil
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

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COMMITTEE RECOMMENDATION: BFAC 002-26/27

OFFICER RECOMMENDATION

That Council appoints Nigel Gelmi as Chief Bush Fire Control Officer until October 2027.

BACKGROUND

Councils power to appoint a Chief Bush Fire Control Officer is contained in section 38 of the *Bush Fires Act 1954*.

Mr Nigel Gelmi accepted the appointment as recommended by the Bush Fire Advisory Committee.

STATUTORY ENVIRONMENT

Bush Fires Act 1954

POLICY IMPLICATIONS

Nil

ALIGNMENT WITH STRATEGIC PRIORITIES

1.2 Our Community: A growing inclusive, connected and involved community

1.1 Our Community: Safe and healthy lifestyles

5.2 Our Governance and Leadership: Strong financial and governance performance

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

2.3 Community Health and Safety Risks: Natural and Man-Made Disasters

9.1.2 Appointment of Deputy Chief Bush Fire Control Officers

Responsible Officer	Nic Warren, Chief Executive Officer
Reporting Officer	Marion Haeusler, Manager of Governance
Attachments	Nil
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

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COMMITTEE RECOMMENDATION: BFAC 003-26/27

OFFICER RECOMMENDATION

That Council appoints Lyndon Johnston and Ben Wilson as Deputy Chief Bush Fire Control Officers until October 2027.

BACKGROUND

Councils power to appoint a Deputy Chief Bush Fire Control Officer is contained in section 38 of the *Bush Fires Act 1954*.

Mr Lyndon Johnston and Mr Ben Wilson accepted the appointment as recommended by the Bush Fire Advisory Committee.

STATUTORY ENVIRONMENT

Bush Fires Act 1954

POLICY IMPLICATIONS

Nil

ALIGNMENT WITH STRATEGIC PRIORITIES

1.2 Our Community: A growing inclusive, connected and involved community

1.1 Our Community: Safe and healthy lifestyles

5.2 Our Governance and Leadership: Strong financial and governance performance

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

2.3 Community Health and Safety Risks: Natural and Man-Made Disasters

9.1.3 Appointment of Fire Control Officers

Responsible Officer	Nic Warren, Chief Executive Officer
Reporting Officer	Marion Haeusler, Manager of Governance
Attachments	Nil
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

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COMMITTEE RECOMMENDATION: BFAC 004-26/27

OFFICER RECOMMENDATION

That Council appoints the following persons, subject to their acceptance, as Fire Control Officers for the Shire of Quairading until October 2027:

Mr T Mills; Mr G Hughes; Mr M Davies; Mr M Peacock; Mr B Wilson; Mr T Hadlow; Mr N Gelmi; Mr L Johnston

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BACKGROUND

Councils power to appoint a Fire Control Officer is contained in section 38 of the *Bush Fires Act 1954*.

All persons listed accepted the appointment as recommended by the Bush Fire Advisory Committee.

STATUTORY ENVIRONMENT

Bush Fires Act 1954

POLICY IMPLICATIONS

Nil

ALIGNMENT WITH STRATEGIC PRIORITIES

1.2 Our Community: A growing inclusive, connected and involved community

1.1 Our Community: Safe and healthy lifestyles

5.2 Our Governance and Leadership: Strong financial and governance performance

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

2.3 Community Health and Safety Risks: Natural and Man-Made Disasters

9.1.4 Appointment of Fire Weather Monitors

Responsible Officer	Nic Warren, Chief Executive Officer
Reporting Officer	Marion Haeusler, Manager of Governance
Attachments	Nil
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

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COMMITTEE RECOMMENDATION: BFAC 005-26/27

OFFICER RECOMMENDATION

That Council appoints the following persons as Fire Weather Advisors until October 2027:

Town	Sarah Caporn
North West Area	Mark Peacock, Mitchell Davies
South West Area	Todd Mills
South East Area	Greg Hughes
North East Area	Ben Wilson
Advisor	Allan Mills-Heath (CESM)

The meeting noted that this role was less important with the Origo weather monitoring with real time results. The BFAC acknowledged that the appointments should still occur and run concurrently to sense check results.

BACKGROUND

The Role of the Fire Weather Monitors is to keep an eye on current weather conditions at the request of the Chief Bush Fire Control Officer, or Deputy in the Chiefs absence in order to decide whether a harvest vehicle movement and hot works ban will be implemented at any given time on a day that is required should the weather conditions warrant it.

Al persons listed accepted the appointment as recommended by the Bush Fire Advisory Committee.

STATUTORY ENVIRONMENT

Bush Fires Act 1954

POLICY IMPLICATIONS

Nil

ALIGNMENT WITH STRATEGIC PRIORITIES

1.2 Our Community: A growing inclusive, connected and involved community

1.1 Our Community: Safe and healthy lifestyles

5.2 Our Governance and Leadership: Strong financial and governance performance

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

2.3 Community Health and Safety Risks: Natural and Man-Made Disasters

ITEM 10 MATTERS FOR CONSIDERATION – BUILDING & TOWN PLANNING

No matters for consideration

ITEM 11 MATTERS FOR CONSIDERATION – FINANCE & AUDIT

11.1 Accounts for Payment - September 2026

Responsible Officer Danica Mullins, Senior Finance Officer

Reporting Officer Cynthia Lowe, Finance & Customer Service Officer

Attachments
1. (i) List of Accounts ⇩
2. (ii) Department of Transport ⇩
3. (iii) Credit Card Reconciliation ⇩

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil

Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council note the following:

1. That schedule of accounts for September 2026 covering EFT 17159 to EFT 17233 and DD19324.1 to DD19367.1 totalling $268,052.30 be received (Attachment i);
2. That Transport licensing payments for the month of September 2026 totalling $38,576.15 be received (Attachment ii); and
3. That fund transfers to the corporate credit card for September 2026 totalling $3,376.57 be received (Attachment iii); and
4. That net payroll payments for the month of September 2026 totalled $134,323.06.

IN BRIEF

Payments are as per Attachments (i), (ii), (iii).

MATTER FOR CONSIDERATION

Note the accounts paid during September 2026.

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 2026/2027 budget.

Payments made for the 2026/27 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

5.2 Our Governance and Leadership: Strong financial and governance performance

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

3.1 Governance, Financial and Compliance Risks: Financial Viability and Asset Management

3.3 Governance, Financial and Compliance Risks: Organisational Misconduct

RISK ASSESSMENT

	Option 1
Financial	Low *Given Purchasing / Procedures followed, together with Management Separation of acceptance of duties and Processes in place.*
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 Quartely 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 September 2026 are included in **Attachment (i).**

LIST OF ACCOUNTS -SEPTEMBER 2026							
Chq/EFT	Date	Name	Description	Amount	Bank	Type	Funded
EFT17159	02/09/2026	CHG-MERIDIAN AUSTRALIA PTY LIMITED	CRC GYM EQUIPMENT HIRE 01.07.26 - 30.09.26	$ 3,401.99	MUNI	CSH	
EFT17160	03/09/2026	SHIRE OF QUAIRADING	PAID IN FULL - LOT 323 EDWARDS WAY QUAIRADING 6383 - MORRIS CAMPBELL	$ 9,500.00	MUNI	CSH	
EFT17161	04/09/2026	TELSTRA	TELSTRA ACCT #941548000 LANDLINE SUPPLY AND USAGE - ADMIN, QMP, LANDCARE, LICENSING, POOL, DEPOT, QCRC FOR THE PERIOD 20.07.26 - 19.08.26 TESLTRA ACCT #3147560712 - DEPOT, ADMIN, CARAVAN PARK, QWRF, BFB MOBILE SUPPLY AND USAGE FOR THE PERIOD 16.08.26 - 15.09.26	$ 1,044.86	MUNI	CSH	
EFT17162	04/09/2026	FULTON HOGAN INDUSTRIES PTY LTD - EFTSURE VERIFIED	POTHOLE EMULSION - ROAD MAINTANENCE BADJALING SOUTH, BALKULING NORTH, DOODENANNING -MAWSON, CUNDERDIN, PANTAPIN SOUTH ROADS	$ 3,630.00	MUNI	CSH	
EFT17163	04/09/2026	QUAIRADING CLUB INC.	2X BOTTLES - OYSTER BAY - COUNCIL MEETING	$ 44.00	MUNI	CSH	
EFT17164	04/09/2026	BURGESS RAWSON	WATER CORP ACCT #9007855432 - WATER USAGE FOR HEAL STREET LOT RLY RES 16.06.26 - 18.08.26 WATER CORP ACCT #9018402607 - WATER RATES & USAGE FOR 1 QUAIRADING - YORK RD LOT 366 16.06.26 - 18.08.26 WATER CORP ACCT #9010881981- WATER USAGE FOR HEAL STREET LOT WESTRAIL PLAN 1422 16.06.26 - 18.08.26 WATER CORP ACCT #9007855416 1 QUAIRADING - YORK RD, QUAIRADING LOT 366 WATER RATES & USAGE FOR THE PERIOD 01.07.26 - 31.08.26	$ 2,095.76	MUNI	CSH	
EFT17165	04/09/2026	WATER CORPORATION	WATER CORP ACCT #9010981253 14 REID STREET SUPPLY AND USAGE FOR THE PERIOD 11.06.26 - 17.08.26 WATER CORP ACCT #9024207066 TOAPIN WEIR SUPPLY AND USAGE FOR THE PERIOD 22.05.26 - 24.07.26 WATER CORP ACCT #9007954158 GOLDFIELDS RD CUNDERDIN SOUTH FL LOT 22695 SUPPLY AND USAGE FOR THE PERIOD 19.05.26 - 24.07.26 WATER CORP ACCT #9007642015 QUAIRADING RD CUNDERDIN SOUTH FI LOT ROAD RE ADJ LC 8543 SUPPLY AND USAGE FOR THE PERIOD 21.05.26 - 24.07.26 WATER CORP ACCT #9010981392 28 REID STREET SUPPLY AND USAGE FOR THE PERIOD 11.06.26 - 17.08.26 WATER CORP ACCT #9016338939 7 EDWARDS WAY SUPPLY AND USAGE FOR THE PERIOD 01.07.26 - 31.08.26 WATER CORP ACCT #9007859257 19 POWELL CRESCENT SUPPLY AND USAGE 16.06.26 - 18.08.26	$ 3,052.34	MUNI	CSH	PARTIAL

			WATER CORP ACCT #9007859419 31 DALL STREET SUPPLY AND USAGE 16.06.26 - 18.08.26 WATER CORP ACCT #9016338939 7 EDWARDS WAY SUPPLY AND USAGE 11.06.26 - 17.08.26 WATER CORP ACCT #9007856013 74 MCLENNAN STREET SUPPLY AND USAGE 16.06.26 - 18.08.26 WATER CORP ACCT #9007854421 8 DALL STREET SUPPLY AND USAGE 16.06.26 - 18.08.26 WATER CORP ACCT #9007858393 50A SUBURBAN ROAD SUPPLY AND USAGE 16.06.26 - 18.08.26 WATER CORP ACCT #9007859409 50B SUBURBAN ROAD SUPPLY AND USAGE 16.06.26 - 18.08.26				PARTIAL
EFT17166	04/09/2026	BOB WADDELL & ASSOCIATES PTY LTD	RATES MANAGEMENT - 3HRS ASSISTANCE PROVIDED BY TARA (WK ENDING 23/08/26) ASSISTANCE WITH FINANCE - ASSISTANCE WITH THE 2026/27 STATUTORY BUDGET	$ 836.00	MUNI	CSH	
EFT17167	04/09/2026	SYNERGY	SYNERGY ACCT #137839080 QCRC SUPPLY AND USAGE FOR THE PERIOD 08/07/26 - 11.08.26 SYNERGY ACCOUNT #343155630 TOAPIN WEIR SUPPLY AND USAGE FOR THE PERIOD 30.05.26 - 30.07.26 SYNERGY ACCT #831204500 STREETLIGHTS SUPPY AND USAGE FOR THE PERIOD 14.05.26 - 13.07.26	$ 1,986.06	MUNI	CSH	
EFT17168	04/09/2026	GALVINS PLUMBING SUPPLIES - EFTSURE VERIFIED	DRAIN COVERS - KWIRRADING KOORT	$ 33.66	MUNI	CSH	
EFT17169	04/09/2026	RAC BUSINESS WISE	RAC BUSINESS WISE ABSOLUTE - ROADSIDE ASSISTANCE Q458	$ 232.00	MUNI	CSH	
EFT17170	04/09/2026	GREAT SOUTHERN FUEL SUPPLIES - VERIFIED	4000 LTRS OF DIESEL TO WORKS DEPOT TANK	$ 9,442.40	MUNI	CSH	
EFT17171	04/09/2026	WA CONTRACT RANGER SERVICES PTY LTD	CONTRACT RANGER SERVICES FOR THE MONTH OF AUGUST - DATES SERVICED 10.08.26 + 18.08.26	$ 822.25	MUNI	CSH	
EFT17172	04/09/2026	DORMAKABA AUSTRALIA PTY LTD	SERVICE OF AUTOMATIC DOOR AT QCRC & QMP & ADMIN	$ 385.00	MUNI	CSH	
EFT17173	04/09/2026	COMPLETE OFFICE SUPPLIES PTY LIMITED	STATIONERY - DEPOT AND ADMIN & CARAVAN PARK	$ 509.19	MUNI	CSH	
EFT17174	04/09/2026	JASON KEITH LILLEYMAN	CARPET CLEANING OF 31 DALL STREET & 50B SUBURBAN RD	$ 730.00	MUNI	CSH	FULLY
EFT17175	04/09/2026	WESTWIDE AUTO ELECT & AIR CON	ELECTRICAL REPAIRS Q1299 FIRE TRUCK.	$ 306.75	MUNI	CSH	PARTIAL
EFT17176	04/09/2026	SNALLOW PTY LTD T/A WALLIS COMPUTER SOLUTIONS - EFTSURE VERIFIED	IT SUPPORT - BILLABLE TIME FOR TECHNICIANS OVER AND ABOVE BILLABLE HOURS INCLUDED IN CONTRACT IT SUPPORT- BILLABLE OVER USE	$ 7,131.78	MUNI	CSH	
EFT17177	04/09/2026	WA TRAFFIC PLANNING	REVIEW AND UPDATE SHIRES TRAFFIC MANAGEMENT PLAN 2026/2027	$ 1,650.00	MUNI	CSH	
EFT17178	04/09/2026	UNDERGROUND POWER DEVELOPMENT PTY LTD - VERIFIED	QUAIRADING LOT (NO1) & LOT 75 (NO15) WINMAR ROAD STAGE 2 - ELECTICAL QUALITY CONTROL & INSPECTION FEE, INCLUDES ONE SITE VISIT FOR HANDOVER TO WESTERN POWER, AS CONSTRUCTED DRAWING AND SUBMISSION (2 COMMERCIAL + 1 EXISTING POS LOTS)	$ 2,750.00	MUNI	CSH	
EFT17179	04/09/2026	INDUSTRIAL AUTOMATION GROUP PTY LTD	ANNUAL STANDPIPE REMOTE ACCESS CHARGE E 01.07.26 - 30.06.27 (@ $57 PER MONTH - INCLUDES 24HR ACCESS, SIM CARD USAGE, SOFTWARE LICENCE AND PHONE SUPPORT) - WINMAR ROAD + ANNUAL STANDPIPE CLOUD SERVER ACCESS FEE 01.07.26 - 30.06.27	$ 1,577.40	MUNI	CSH	

EFT17180	04/09/2026	GARRETT'S GARAGE	FIRE TENDER PRE-SEASON SERVICE - SUMMER 26/27 REPAIRS TO Q02 , REPLACE GLOVEBOX AND WATER TANK LID ON Q1299.	$ 17,363.22	MUNI	CSH	PARTIAL
EFT17181	04/09/2026	DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATION AND SAFETY	BUILDING SERVICES LEVY FOR THE PERIOD 01.08.26 - 31.08.26	$ 333.75	MUNI	CSH	FULLY
EFT17182	04/09/2026	CEMETERIES & CREMATORIA ASSOCIATION OF WA - VERIFIED	CEMETERIES & CREMATORIA ASSOC MEMBERSHIP 2026/2027	$ 130.00	MUNI	CSH	
EFT17183	09/09/2026	PAYWISE	PAYROLL DEDUCTIONS / CONTRIBUTIONS	$ 840.51	MUNI	CSH	FULLY
EFT17184	10/09/2026	QUAIRADING FARMERS CO-OP	CO-OP PURCHASES FOR JULY 2026 - YOUTH, ADMIN, DEPOT, 74 MCLENNAN, CARAVAN PARK, COUNCIL, PUBLIC CONVENIENCES AND WRF	$ 493.82	MUNI	CSH	
EFT17185	10/09/2026	TELSTRA	TELSTRA ACCT #941548000 LANDLINE SUPPLY AND USAGE - ADMIN, QMP, LANDCARE, LICENSING, POOL, DEPOT, QCRC FOR THE PERIOD 20.08.26 - 19.09.26	$ 610.73	MUNI	CSH	
EFT17186	10/09/2026	EASTERN HILLS CHAINSAWS & MOWERS	REPAIR & SERVICE TORO MOWER, WHIPPER SNIPPER HEADS AND CORD	$ 4,488.20	MUNI	CSH	
EFT17187	10/09/2026	VERLINDEN'S ELECTRICAL SERVICE- VERIFIED	REPAIR EV CHARGER POINT - QCRC REPLACE GPO AND LIGHT. MISC REPAIRS., REPLACE SMOKE ALARMS., REPLACE RCD AND FAULT FIND	$ 3,376.56	MUNI	CSH	
EFT17188	10/09/2026	WATER CORPORATION	WATER CORP ACCT #9007856224 - ARTHUR KELLY VILLAGE & PARKER HOUSE WATER USAGE FOR THE PERIOD 17.06.26 - 19.08.26 WATER CORP ACCT #9023526719 TRADE WASTE PERMIT 62057 - 1 JUNCTION RD - WINMAR ROAD QUAIRADING WATER CORP ACCT #9007854093 PUBLIC CONVENIENCES SUPPLY AND USAGE FOR THE PERIOD 16.06.26 - 17.08.26 WATER CORP ACCT #9007856099 BOWLING CLUB SUPPLY AND USAGE 16.06.26 - 18.08.26 WATER CORP ACCT #9007856128 STANDPIPE SUPPLY AND USAGE 17.06.26 - 18.08.26 WATER CORP ACCT #9007856101 TOWN HALL SUPPLY AND USAGE 16.06.26 - 18.08.26 WATER CORP ACCT #9007858908 YOUTH CENTRE SUPPLY AND USAGE 17.06.26 - 18.08.26 WATER CORP ACCT #9007855379 DRS SURGERY & RESIDENCE SUPPLY AND USAGE 16.06.26 - 18.08.26 WATER CORP ACCT #9007856507 VET CLINIC SUPPLY AND USAGE 16.06.26 - 18.08.26 WATER CORP ACCT #9007856507 PARKS & GARDENS, POOL, CARTAKERS UNIT AND CABINS AT CARAVAN PARK SUPPLY AND USAGE 16.06.26 - 13.08.26	$ 11,452.87	MUNI	CSH	PARTIAL

			WATER CORP ACCT #9007856080 CARAVAN PARK SUPPLY AND USAGE 16.06.26 - 18.08.26WATER CORP ACCT #9007856021 OVAL AND GROUNDS SUPPLY AND USAGE 16.06.26 - 18.08.26 WATER CORP ACCT #9007858983 - OLD DRIVE IN WATER USAGE FOR THE PERIOD 17.06.26 - 19.08.26 WATER CORP ACCT #9007856136 - ADMIN & DEPOT WATER USAGE FOR THE PERIOD 17.06.26 - 19.08.26 WATER CORP ACCT #9007858457 - 64 CORALING STREET WATER USAGE FOR THE PERIOD 17.06.26 - 19.08.26 WATER CORP ACCT #9007858158 - GILLETT STREET UNITS WATER USAGE FOR THE PERIOD 17.06.26 - 19.08.26WATER CORP ACCT #9007858182 - REED WATER USAGE FOR THE PERIOD 17.06.26 - 19.08.26	$ -			PARTIAL
EFT17189	10/09/2026	BOB WADDELL & ASSOCIATES PTY LTD	RATES MANAGEMENT - 1.75 HRS ASSISTANCE PROVIDED BY TARA (WK ENDING 30/08/26)	$ 308.00	MUNI	CSH	
EFT17190	10/09/2026	SHIRE OF NUNGARIN	STAFF MEMBER FROM NUNGARIN FOR WINTER MAINTENANCE GRADING	$ 15,156.00	MUNI	CSH	
EFT17191	10/09/2026	WA LOCAL GOVERNMENT ASSOCIATION	COUNCIL MEMBER ESSENTIALS - MEETING PROCEDURES - eLEARNING COURSE - CR L COWCILL	$ 429.00	MUNI	CSH	
EFT17192	10/09/2026	OFFICEWORKS	VARIOUS STATIONERY FOR ADMIN & DEPOT INCL DELIVERY	$ 63.45	MUNI	CSH	
EFT17193	10/09/2026	CRISP WIRELESS - VERIFIED	MONTHLY INTERNET CONNECTION - SEPTEMBER 2026 - ADMIN, DEPOT, 8 DALL, 31 DALL, 28 REID, QMP, YOUTH CENTRE, DR HOUSE, SWIMMING POOL & VET	$ 1,120.90	MUNI	CSH	
EFT17194	10/09/2026	HUTTON & NORTHEY SALES	P430 BOBCAT PARTS, DEPOT WORKSHOP - WASHERS, P3854 BACKHOE PARTS, DEPOT WORKSHOP - CLAMP FOR FUEL BOWSER	$ 594.63	MUNI	CSH	
EFT17195	10/09/2026	ELDERS QUAIRADING	DEPOT TOOL SHED, PARKS & GARDENS, TENNIS CLUB, DEPOT WORKSHOP, DEPOT MACHINERY SHED - SUNDRY SUPPLIES JULY 2026 CARAVAN PARK AMENITIES & KITCHEN CONSUMABLES - JULY 2026	$ 737.44	MUNI	CSH	
EFT17196	10/09/2026	HALL BROS CONTRACTING (STEPHEN SMITH HALL)	AXLE REPLACE - LOW LOADER TRAILER Q4460.	$ 9,821.51	MUNI	CSH	
EFT17197	23/09/2026	AVON WASTE	DOMESTIC AND RECYCLING SERVICES FOR AUGUST 2026	$ 12,563.58	MUNI	CSH	FULLY
EFT17198	23/09/2026	TELSTRA	TELSTRA ACCOUNT #3147560738 WAP / INTERNET SUPPLY AND USAGE FOR THE PERIOD 02.09.26 - 01.10.26 TELSTRA ACCT #4866080200 QMP SUPPLY AND USAGE FOR THE PERIOD 29.08.26 - 28.09.26	$ 474.95	MUNI	CSH	
EFT17199	23/09/2026	TEAM GLOBAL EXPRESS (PREVIOUSLY T/A TOLL TRANSPORT PTY LTD)	RETURN OF LIBRARY BOOKS TO STATE LIBRARY	$ 59.28	MUNI	CSH	
EFT17200	23/09/2026	ARROW BRONZE	SUPPLY BRONZE PLAQUE FOR MEMORIAL GARDEN AS PER QUOTE 1077325 INCL POSTAGE	$ 1,024.39	MUNI	CSH	FULLY
EFT17201	23/09/2026	COUNTRY COPIERS NORTHAM - EFTSURE VERIFIED	ADMIN COPIER READING 03.08.26 - 02.029.26 CANON X1 STAPLES FOR PRINTER - ADMIN	$ 780.31	MUNI	CSH	
EFT17202	23/09/2026	COMMUNITY RESOURCE CENTRE - QUAIRADING	EMED & RAP PRINTING FOR JULY & AUGUST BANKSIA BULLETING EDITION SEPTEMBER	$ 228.96	MUNI	CSH	

EFT17203	23/09/2026	VERLINDEN'S ELECTRICAL SERVICE- VERIFIED	REPLACE INTERIOR FLURO LIGHTS. SOME HAVE FAILED BUT ALL LIGHTS HAVE NO COVERS - GOLF CLUB REPLACE DOWNLIGHTS - 28 REID STREET, REPAIR EXIT LIGHTS, REPLACE FLURO X 2 AND CLEANERS LIGHT SWITCH - COMMUNITY BUILDING, REPLACE RCD AND TEST FOR FAULTY GPO - AG HALL REPAIR OR REPLACE FAULTY EXIT LIGHTS IN TOWN HALL. REPAIR OR ALTER LIGHTING. REPLACE EXTRATOR FAN IN LAYOVER TOILETS.	$ 11,423.40	MUNI	CSH	
EFT17204	23/09/2026	READYTECH USER GROUP (PREVIOUSLY IT VISION USER GROUP)	READYTHECH USER GROUP WA MEMBERSHIP FEES 2026/27	$ 962.50	MUNI	CSH	
EFT17205	23/09/2026	BOB WADDELL & ASSOCIATES PTY LTD	RATES MANAGEMENT - 10.75 HRS ASSISTANCE PROVIDED BY TARA (WK ENDING 06/09/26) RATES MANAGEMENT - 10HRS ASSISTANCE PROVIDED BY TARA (WK ENDING 13/09/26) ASSISTANCE WITH FINANCE - 2025/26 ASSET ADDITIONS AND ASSET RECONCILIATION	$ 4,620.00	MUNI	CSH	
EFT17206	23/09/2026	SYNERGY	SYNERGY ACCT #765171390 CARAVAN PARK, PARKS & GARDENS, POOL SUPPLY AND USAGE FOR THE PERIOD 09/07/26 - 12.08.26 SYNERGY ACCT #857387870 STREET LIGHTING SUPPLY AND USAGE FOR THE PERIOD 25.07.26 - 24.08.26	$ 6,332.52	MUNI	CSH	
EFT17207	23/09/2026	EDNA WINMAR	RATES REFUND FOR ASSESSMENT A6715 47 MURPHY STREET QUAIRADING 6383	$ 3,000.00	MUNI	CSH	FULLY
EFT17208	23/09/2026	HOWARD PORTER	SUPPLY FRONT SUSPENSION UNDERSLING FOR LOW LOADER	$ 438.90	MUNI	CSH	
EFT17209	23/09/2026	SANDY'S DESIGNS	BLINDS FOR CARAVAN PARK CABINS 1,2 & 3 + TRAVEL	$ 1,887.60	MUNI	CSH	
EFT17210	23/09/2026	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2026/27 ESL QUARTER 1 IN ACCORDANCE WITH THE DEPARTMENT OF FIRE AND EMERGENCY SERVICES OF WA ASCT 1998 PART 6A - EMERGENCY SERVICES LEVY - SECTION 36ZJ AND OPTION B AGREEMENT ARRANGEMENTS	$ 28,753.20	MUNI	CSH	FULLY
EFT17211	23/09/2026	WA CONTRACT RANGER SERVICES PTY LTD	CONTRACT RANGER SERVICES FOR THE MONTH OF AUGUST & SEPTEMBER - DATES SERVICED 26.08.26, 27.08.26 & 02.09.26	$ 1,043.63	MUNI	CSH	
EFT17212	23/09/2026	QUAIRADING BOOK POST (2020)	MONTHLY FEE FOR PROVISION OF LIBRARY SERVICES - AUGUST 2026 ADMIN POSTAGE AND STATIONARY, DEPOT POSTAGE AND STATIONARY, RATES POSTAGE AND STATIONARY	$ 2,759.43	MUNI	CSH	
EFT17213	23/09/2026	AMPAC DEBT RECOVERY (WA) PTY LTD	AMPAC DEBT RECOVERY FOR AUGUST 2026	$ 4,944.70	MUNI	CSH	FULLY
EFT17214	23/09/2026	QUAIRADING TYRE & BATTERY SUPPLIES - FUEL ACCOUNT	FUEL PURCHASES - CARAVAN PARK, PARKS & GARDENS, Q0 AND Q685	$ 633.39	MUNI	CSH	
EFT17215	23/09/2026	BUNNINGS GROUP LIMITED	CONSUMABLES - 14 REID, 19 POWELL, DEPOT TOOL SHED, KWIRRADING KOORT, 31 DALL, 8 DALL. COMMUNITY BUILDING, 64 CORALING & TOWN HALL	$ 1,252.01	MUNI	CSH	
EFT17216	23/09/2026	COMPLETE OFFICE SUPPLIES PTY LIMITED	VERTICAL FILING CABINET 3 DRAWER BEECH/IRONSTONE INCL DELIVERY - CARAVAN PARK	$ 582.18	MUNI	CSH	

EFT17217	23/09/2026	PATTONS PANEL & PAINT	EXCESS FOR INSURANCE CLAIM FOR GARDENERS UTE Q3446.	$ 1,000.00	MUNI	CSH	
EFT17218	23/09/2026	SNALLOW PTY LTD T/A WALLIS COMPUTER SOLUTIONS - EFTSURE VERIFIED	NEW LAPTOP FOR DEPOT OPERATIONS MANAGER TO (REPLACE LP10)	$ 3,221.90	MUNI	CSH	
EFT17219	23/09/2026	ELDERS QUAIRADING	REPLACEMENT DISHWASHER - C'VAN PARK RESIDENCE PUBLIC PARKS, GARDENS & RESERVES CONSUMABLES - AUGUST 2026 DEPOT WORKSHOP SUNDRY SUPPLIES., DEPOT MACHINERY SHED SUNDRY SUPPLIES., 7 EDWARDS WAY SUNDRY SUPPLIES., COMMUNITY BUILDING SUNDRY SUPPLIES., SHIRE HALL SUNDRY SUPPLIES.	$ 1,644.83	MUNI	CSH	
EFT17220	23/09/2026	ALTUS PLANNING - EFTSURE VERIFIED	TOWN PLANNING SERVICES AUGUST 2026	$ 1,221.00	MUNI	CSH	PARTIAL
EFT17221	23/09/2026	HALL BROS CONTRACTING (STEPHEN SMITH HALL)	P3854 REPAIRS TO BACKHOE ENGINE.	$ 987.97	MUNI	CSH	
EFT17222	23/09/2026	UNDERGROUND POWER DEVELOPMENT PTY LTD - VERIFIED	QUAIRADING LOT (NO1) & LOT 75 (NO15) WINMAR ROAD STAGE 2 - COMMS AS BUILT FEE	$ 1,100.00	MUNI	CSH	
EFT17223	23/09/2026	VERIZON CONNECT	MONTHLY SUBSCRIPTION - VEHICLE TRACKING (AUGUST 2026)	$ 631.40	MUNI	CSH	
EFT17224	23/09/2026	SWEEPERS N SCRUBBERS	SIDE LIFT CYLINDER AND SEAL KIT FOR Q5191 ROAD SWEEPER	$ 1,347.28	MUNI	CSH	
EFT17225	23/09/2026	CEACA - CENTRAL EAST ACCOMMODATION & CARE ALLIANCE INC - EFTSURE VERIFIED	COST OF 50% OF GEOTECH REPORT FOR CEACA LAND DUE TO CHANGE OF LOCATION	$ 6,066.50	MUNI	CSH	
EFT17226	23/09/2026	BOOKEASY AUSTRALIA PTY LTD - EFTSURE VERIFIED	ROOM MANAGER (CARAVAN PARK BOOKINGS) MONTHLY FEE FOR AUGUST 2026	$ 242.00	MUNI	CSH	
EFT17227	23/09/2026	IMPACT MINERALS	RATES REFUND FOR ASSESSMENT A16126, A16144 A16130E70/05430 MINING TENEMENT QUAIRADING WA 6383	$ 1,896.72	MUNI	CSH	FULLY
EFT17228	23/09/2026	ACACIA CONNECTION PTY LTD - EFTSURE VERIFIED	EMPLOYEE ASSISTANCE PROGRAM (12 MONTHS) - FY26/27 - EAP COUNSELLING 09.08.26	$ 207.90	MUNI	CSH	
EFT17229	23/09/2026	C & F BUILDING APPROVALS	CDC - CEMETERY NICHE WALL COVER	$ 385.00	MUNI	CSH	
EFT17230	23/09/2026	PEAP CONTRACTORS PTY LTD	SUPPLY DRIVER FOR AFL OVAL FLOODLIGHTING	$ 1,730.30	MUNI	CSH	
EFT17231	23/09/2026	D & A PLUMBING AND GAS SERVICES - VERIFIED	REPAIR BACKFLOW VALVES AS REPORTED FROM TESTING BACKFLOW VALVE TESTING - STANDPIPES	$ 5,006.29	MUNI	CSH	
EFT17232	23/09/2026	BOC LIMITED	GAS BOTTLE HIRE FOR DEPOT & QMP	$ 54.23	MUNI	CSH	
EFT17233	23/09/2026	PAYWISE	PAYROLL DEDUCTIONS, CONTRIBUTIONS	$ 840.51	MUNI	CSH	FULLY
DD19324.1	09/09/2026	BEAM Clearing House	PAYMENT OF SUPERANNUATION FOR PPE 06.09.2026 TO BEAM CLEARING HOUSE	$ 14,545.20	MUNI	CSH	
DD19345.1	14/09/2026	SINCH MESSAGE MEDIA - DIRECT DEBIT	BULK SMS SERVICE - SEPTEMBER 2026	$ 525.10	MUNI	CSH	
DD19352.1	21/09/2026	DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATION AND SAFETY	68 MCLENNAN STREET (CARAVAN PARK RESIDENCE) BOND AND PET - L WALSH-SCHMID	$ 680.00	MUNI	CSH	FULLY
DD19361.1	23/09/2026	BEAM Clearing House	PAYMENT OF SUPERANNUATION FOR PPE 20.09.2026 TO BEAM CLEARING HOUSE	$ 13,714.86	MUNI	CSH	
DD19365.1	28/09/2026	PWD (CODE RESEARCH) - EFTSURE VERIFIED - DIRECT DEBIT	PRIORITY SUPPORT, MAINTENANCE & ENTERPRISE HOSTING - SEPTEMBER 2026	$ 660.00	MUNI	CSH	
DD19367.1	07/09/2026	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 119 PRINCIPAL & INTEREST REPAYMENT	$ 8,096.35	MUNI	CSH	
				$ 268,052.30			

TRANSPORT TAKINGS FOR THE MONTH ENDING		
30 SEPTEMBER 2026		
ACTUAL TOTAL TAKINGS		
DATE OF TAKINGS	*DESCRIPTION*	*AMOUNT $*
28/08/2026	TRANSPORT TAKINGS	$7,262.10
31/08/2026	TRANSPORT TAKINGS	$5,102.00
28/08/2026	TRANSPORT TAKINGS	$7,262.10
31/08/2026	TRANSPORT TAKINGS	$5,102.00
01/09/2026	TRANSPORT TAKINGS	$2,289.60
02/09/2026	TRANSPORT TAKINGS	$2,460.25
03/09/2026	TRANSPORT TAKINGS	$699.95
04/09/2026	TRANSPORT TAKINGS	$535.05
07/09/2026	TRANSPORT TAKINGS	$645.35
08/09/2026	TRANSPORT TAKINGS	$247.50
09/09/2026	TRANSPORT TAKINGS	$402.30
10/09/2026	TRANSPORT TAKINGS	$350.90
11/09/2026	TRANSPORT TAKINGS	$109.00
14/09/2026	TRANSPORT TAKINGS	$2,456.60
15/09/2026	TRANSPORT TAKINGS	$1,730.50
16/09/2026	TRANSPORT TAKINGS	$1,626.60
17/09/2026	TRANSPORT TAKINGS	$113.55
18/09/2026	TRANSPORT TAKINGS	$180.80
21/09/2026	TRANSPORT TAKINGS	$835.45
22/09/2026	TRANSPORT TAKINGS	$652.55
24/09/2026	TRANSPORT TAKINGS	$1,743.35
25/09/2026	TRANSPORT TAKINGS	$349.80
TAKINGS RECEIVED IN THE BANK - SEPTEMBER 2026		**$38,576.15**
AMOUNTS YET TO BE DRAWN		
DATE OF TAKINGS	*DESCRIPTION*	*AMOUNT $*
29/09/2026	TRANSPORT TAKINGS	$1,647.15
30/09/2026	TRANSPORT TAKINGS	$2,308.70
SEPTEMBER TAKINGS RECEIVED IN THE BANK - OCTOBER 2026		**$3,955.85**

Electronic Statement

Westpac

Billing Account Number
5163 2800 9109 9937
Payment Due Date
22 OCTOBER 2026
Closing Balance
$3,376.57
Minimum Payment Due
$102.00
Amount Paid (Details on the reverse)
$

BusinessChoice Everyday Mastercard® Statement

+5163280091099937+

(Cut along this dotted line)

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards sevice 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	4		02752751	19.96%	14.25%

Contact Name	Billing Account Number		Opening Balance	Credit Limit
Nicholas Warren	5163280091099937		4,541.75	20,000

Statement From	Statement To	Payment Due Date	Opening Balance	Minimum Payment Due	Closing Balance	Available Credit
28 AUG 2026	27 SEP 2026	22 OCT 2026	4,541.75	102.00	3,376.57	16,623.43

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			
4,541.75	**4,541.75 -**	**0.00**	**0.00**	**0.00**	**3,376.57**	**3,376.57**	**0.00**	**102.00**

CSF VPN

Westpac Banking Corporation ABN 33 007 457 141

Electronic Statement

Westpac

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)

DRAWER (i.e. account name on cheque)	CHEQUE NO.	BSB NO. OR BANK	ACCOUNT NO. OR BRANCH	CHEQUE AMOUNT

CASH 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.

Electronic Statement

Westpac

Summary of Billing Account Transactions		
Date of Transaction	**Description**	**Debits/Credits**
	Payments	
11 SEP	AUTOMATIC PAYMENT	4,541.75 -
	Sub Total:	**4,541.75 -**
	Miscellaneous Transactions	
27 SEP	TRICIA BROWN [redacted]6777	
	Monthly Balance	550.65
27 SEP	NICHOLAS WARREN [redacted] 2479	
	Monthly Balance	421.21
27 SEP	SARAH CAPORN [redacted] 8917	
	Monthly Balance	2,178.99
27 SEP	JENNIFER GREEN [redacted] 7491	
	Monthly Balance	225.72
	Sub Total:	**3,376.57**
	Grand Total:	**1,165.18 -**

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

Shire of Quairading
Credit Card Reconciliation - Page 1

Statement From	28/08/2026	Statement Total	
Statement To	27/09/2026	$ 3,376.57	

Credit Card Summary

Card Name	Title	Card Ending	Amount Spent
Nic Warren	CEO	6463	$ 421.21
Tricia Brown	EMCS	6777	$ 550.65
Sarah Caporn	EMWS	8917	$ 2,178.99
Jen Green	EMED	5969	$ 225.72

Credit Card Transaction - GL Entry

GL Code	Amount (incl GST)	GST ($)	Narration/Summary
12130640.2101	$ 40.98	$ 3.73	PATHWAYS TO WAVE ROCK QR CODES TO RTA SIGNAGE
12130640.2101	$ 184.74	$ 16.79	DEATH NOTICE FOR DR W FLEITMANN
P0Q1.2610.4001	$ 201.90	$ 18.35	FUEL - EMCS
BO8607.2980.2101	$ 11.91	$ 1.08	KEY CUTTING - AKV U7
BO9111.2970.2101	$ 7.94	$ 0.72	KEY CUTTING - 28 REID
121402040.2100	$ 328.90	$ 29.90	FEEDBACK LAB TRAINING
PQ0.2610.4001	$ 330.38	$ 30.03	FUEL- CEO
120502880.2100	$ 90.83	$ 8.26	REGISTRATION OF NON FARMING PROPERTY
BO12201.2980.2101	$ 316.25	$ 28.75	VEHICLE TRACKING STICKERS
P1299.2970.2100	$ 15.00	$ 1.36	P1299 INTERNET STANDBY FOR FIRE TENDER
P02.2970.2100	$ 15.00	$ 1.36	P02 INTERNET STANDBY FOR FIRE TENDER
SIGN.2980.2101	$ 927.63	$ 84.33	WORKERS AHEAD SWING STAND
RM116.2970.2101	$ 510.00	$ 46.36	RELOCATION OF WP SUPPORT LINE IN ROAD RESERVE
121001110.2101	$ 395.11	$ 35.92	STREET BIN KEYS & STREET BIN RINGS FOR BAGS
Totals	$ 3,376.57	$ 306.94	

ACCOUNTS PROCESSING
Journal Date (DD):
Journal Number:
Journal Batch:
Journal Posting Period:

Shire Confirmation

Nic Warren, Chief Executive Officer

Shire Approval

Tricia Brown, Executive Manager of Corporate Services

Shire of Quairading

Credit Card Reconciliation - Page 3

Statement From	28/08/2026
Statement To	27/09/2026

Credit Card Transactions - Tricia Brown, EMCS

Transaction Date	Statement Description	Amount (incl GST)	GST ($)	GST (Y/N)	GL/Job	Narration
31/08/2026	AMPOL DAWESVILLE	$ 83.98	$ 7.63	Y	P0Q1.2610.4001	FUEL - EMCS
6/09/2026	BUNNINGS	$ 11.91	$ 1.08	Y	BO8607.2980.2101	KEY CUTTING - AKV U7
6/09/2026	BUNNINGS	$ 7.94	$ 0.72	Y	BO9111.2970.2101	KEY CUTTING - 28 REID
18/09/2026	BP THE LAKES	$ 117.92	$ 10.72	Y	P0Q1.2610.4001	FUEL - EMCS
25/09/2026	INCREDIBLE PEOPLE	$ 328.90	$ 29.90	Y	121402040.2100	FEEDBACK LAB TRAINING
Total		**$ 550.65**	**$ 50.05**			

Electronic Statement

Westpac

BusinessChoice Everyday Mastercard® Statement

TRICIA BROWN
SHIRE OF QUAIRADING
644 YEALERING-KULIN RD
YEALERING WA 6372

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards sevice 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
Tricia Brown	[redacted] 6777	2,000	2,000.00

Statement From	Statement To	Facility Number
28 AUG 2026	27 SEP 2026	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	550.65	0.00	0.00	550.65 -	0.00	0.00	0.00

Westpac Banking Corporation ABN 33 007 457 141

Electronic Statement

Westpac

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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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)
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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.
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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	
	Purchases		
31 AUG	AMPOL DAWESVILL 55215F DAWESVILLE AUS SERVICE STATIONS	83.98	
06 SEP	BUNNINGS 314000 HALLS HEAD AUS HOME SUPPLY WAREHOUSE STORES	19.85	
18 SEP	BP THE LAKES 1903 CHIDLOW AUS SERVICE STATIONS	117.92	
25 SEP	INCREDIBLE PEOPLE NORTH PERTH AUS MANAGEMENT, CONSULTING AND P	328.90	
	Sub Total:	**550.65**	
	Miscellaneous Transactions		
27 SEP	TRANSFER CLOSING BALANCE TO BILLING ACCT	550.65 -	
	Sub Total:	**550.65 -**	
	Grand Total:	**0.00**	

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

Cardholder Signature _____ **Date** 6/10/26

Transactions examined and approved.

Manager/Supervisor Signature _____ **Date** 9/10/26.

CSF VPN

Page 5 of 15

Westpac Banking Corporation ABN 33 007 457 141

Westpac

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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

Credit Card Reconciliation - Page 2

Statement From 28/08/2026
Statement To 27/09/2026

Credit Card Transactions - Nic Warren, CEO

Transaction Date	Statement Description	Amount (incl GST)	GST ($)	GST (Y/N)	GL/Job	Narration
31/08/2026	DEPARTMENT PRIMARY	$ 90.83	$ 8.26	Y	120502880.2100	REGISTRATION OF NON FARMING PROPERTY
1/09/2026	BP QUAIRADING	$ 88.40	$ 8.04	Y	PQ0.2610.4001	FUEL CEO
7/09/2026	PUMA YORK	$ 94.31	$ 8.57	Y	PQ0.2610.4001	FUEL CEO
10/09/2026	BP QUAIRADING	$ 97.95	$ 8.90	Y	PQ0.2610.4001	FUEL CEO
13/09/2026	PUMA YORK	$ 49.72	$ 4.52	Y	PQ0.2610.4001	FUEL CEO
Total		**$ 421.21**	**$ 38.29**			

Electronic Statement

Westpac

BusinessChoice Everyday Mastercard® Statement

MR N WARREN
SHIRE OF QUAIRADING
3 LIBRA PL
SOUTHERN CROSS WA 6426

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards sevice 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 N Warren	[redacted]2479	5,000	5,000.00

Statement From	Statement To	Facility Number
28 AUG 2026	27 SEP 2026	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	421.21	0.00	0.00	421.21 -	0.00	0.00	0.00

Electronic Statement

Westpac

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BusinessChoice Everyday Mastercard®

Date of Transaction	Description	Debits/Credits	
	Purchases		
31 AUG	DEPARTMENT OF PRIMARY GOVERNMENT SERVICES NOT ELSE PERTH AUS	90.83	
01 SEP	BP QUAIRADING 6561 SERVICE STATIONS QUAIRADING AUS	88.40	
07 SEP	PUMA YORK ROADHOUSE SERVICE STATIONS YORK AUS	94.31	
10 SEP	BP QUAIRADING 6561 SERVICE STATIONS QUAIRADING AUS	97.95	
13 SEP	PUMA YORK ROADHOUSE SERVICE STATIONS YORK AUS	49.72	
	Sub Total:	**421.21**	
	Miscellaneous Transactions		
27 SEP	TRANSFER CLOSING BALANCE TO BILLING ACCT	421.21 -	
	Sub Total:	**421.21 -**	
	Grand Total:	**0.00**	

CSF VPN

Westpac Banking Corporation ABN 33 007 457 141

Electronic Statement

Westpac

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

Cardholder Signature _____ **Date** 9/10/26.

Transactions examined and approved.

Manager/Supervisor Signature _____ **Date** 15/10/26

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.

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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

Credit Card Reconciliation - Page 4

Statement From 28/08/2026
Statement To 27/09/2026

Credit Card Transactions - Sarah Caporn, EMWS

Date	Statement Description	Amount (incl GST)	GST ($)	GST (Y/N)	GL/Job	Narration
31/08/2026	EZI TUFFA PRODUCTS	316.25	28.75	Y	BO12201.2980.2101	VEHICLE TRACKING STICKERS
1/09/2026	STARLINK	$ 15.00	$ 1.36	Y	P1299.2970.2100	P1299 INTERNET STANDBY FOR FIRE TENDER
1/09/2026	STARLINK	$ 15.00	$ 1.36	Y	P02.2970.2100	P02 INTERNET STANDBY FOR FIRE TENDER
2/09/2026	ADVANCE GLOBAL	$ 927.63	$ 84.33	Y	SIGN.2980.2101	WORKERS AHEAD SWING STAND
3/09/2026	WESTERN POWER	$ 510.00	$ 46.36	Y	RM116.2970.2101	RELOCATION OF WP SUPPORT LINE IN ROAD RESERVE
21/09/2026	EBAY	$ 54.70	$ 4.97	Y	121001110.2101	STREET BIN KEYS
21/09/2026	SP WATERHAUL	$ 340.41	$ 30.95	Y	121001110.2101	STREET BIN RINGS FOR BAGS
Total		**$ 2,178.99**	**$ 198.08**			

Electronic Statement

Westpac

BusinessChoice Everyday Mastercard® Statement

MRS SARAH ELIZABETH CAPORN
SHIRE OF QUAIRADING
5056 OLD BEVERLEY RD EAST
KWOLYIN WA 6385

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards sevice 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
Mrs Sarah Elizabeth Caporn	[redacted]8917	5,000	5,000.00

Statement From	Statement To	Facility Number
28 AUG 2026	27 SEP 2026	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	2,178.99	0.00	0.00	2,178.99 -	0.00	0.00	0.00

Westpac Banking Corporation ABN 33 007 457 141

Electronic Statement

Westpac

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BusinessChoice Everyday Mastercard®

Date of Transaction	Description	Debits/Credits	
	Purchases		
31 AUG	EZI*Tuffa Products Pty Condobolin AUS MISCELLANEOUS & SPECIALTY RE	316.25	
01 SEP	STARLINK INTERNET Sydney AUS COMPUTER NETWORK/INFORMATION	30.00	
02 SEP	WWW.ADVANCEGLOBAL.COM. PARKES AUS AUTOMOTIVE PARTS, ACCESSORIE	927.63	
03 SEP	WESTERN POWER PERTH AUS UTILITIES - GAS, WATER, SANI	510.00	
21 SEP	eBay O*17-15180-92342 Sydney AUS DEPARTMENT STORES	54.70	
21 SEP	SP WATERHAUL NEWQUAY GBR INC FX FEE AUD $9.91 MISCELLANEOUS & SPECIALTY RE	340.41	
	Sub Total:	**2,178.99**	
	Miscellaneous Transactions		
27 SEP	TRANSFER CLOSING BALANCE TO BILLING ACCT	2,178.99 -	
	Sub Total:	**2,178.99 -**	
	Grand Total:	**0.00**	

CSF VPN

Westpac Banking Corporation ABN 33 007 457 141

Electronic Statement

Westpac

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

Cardholder Signature Sleaporn **Date** 6.10.26.

Transactions examined and approved.

Manager/Supervisor Signature [signature] **Date** 9/10/26.

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Online: www.afca.org.au
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Mail: Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001

Shire of Quairading

Credit Card Reconciliation - Page 5

Statement From	28/08/2026
Statement To	27/09/2026

Credit Card Transactions - Jen Green, EMED

Transaction Date	Statement Description	Amount (incl GST)	GST ($)	GST (Y/N)	GL/Job	Narration
2/09/2026	VISTAPRINT	$ 40.98	$ 3.73	Y	12130640.2101	PATHWAYS TO WAVE ROCK QR CODES TO RTA SIGNAGE
10/09/2026	WANEWSADV	$ 184.74	$ 16.79	Y	12130640.2101	DEATH NOTICE FOR DR W FLEITMANN
Total		**$ 225.72**	**$ 20.52**			

Electronic Statement

Westpac

BusinessChoice Everyday Mastercard® Statement

MRS J GREEN
SHIRE OF QUAIRADING
14 REID ST
QUAIRADING WA 6383

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards sevice 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
Mrs J Green	[redacted]7491	2,000	2,000.00

Statement From	Statement To	Facility Number
28 AUG 2026	27 SEP 2026	02752751

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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	225.72	0.00	0.00	225.72 -	0.00	0.00	0.00

Westpac Banking Corporation ABN 33 007 457 141

Westpac

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BusinessChoice Everyday Mastercard®

Date of Transaction	Description	Debits/Credits	
	Purchases		
02 SEP	Vistaprint Australia P Derrimut AUS BUSINESS SERVICES NOT ELSEWH	40.98	
10 SEP	WANEWSADV OSBORNE PARK AUS MISCELLANEOUS PUBLISHING AND	184.74	
	Sub Total:	**225.72**	
	Miscellaneous Transactions		
27 SEP	TRANSFER CLOSING BALANCE TO BILLING ACCT	225.72 -	
	Sub Total:	**225.72 -**	
	Grand Total:	**0.00**	

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

Cardholder Signature _____ **Date** 2/10/26

Transactions examined and approved.

Manager/Supervisor Signature _____ **Date** 9/10/26.

CSF VPN

Westpac Banking Corporation ABN 33 007 457 141

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Phone 1800 931 678
Mail: Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001

11.2 Monthly Financial Statements - September 2026

Responsible Officer Nic Warren, Chief Executive Officer

Reporting Officer Tricia Brown, Executive Manager, Corporate Services

Attachments 1. Attachment (i) Monthly Financial Report - September 2026 ⇩

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil

Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, receives the Statement of Financial Activity, Statement of Financial Position, explanation of material variances and associated documentation for the period ending 30 September 2026, as included in Attachment (i)

IN BRIEF

- Monthly financial statements for the period ending 30 September 2026 attached
- Depreciation has been calculated for the months up to 30 June 2026.
- Admin Allocations have been run for the months of July 26 to 30 September 2026.

MATTER FOR CONSIDERATION

To receive the monthly financial report and statements.

BACKGROUND

The Local Government (Financial Management) Regulations 1996 requires Shire Officers to prepare, within a prescribed timeframe, financial reports covering prescribed information and present these to Council.

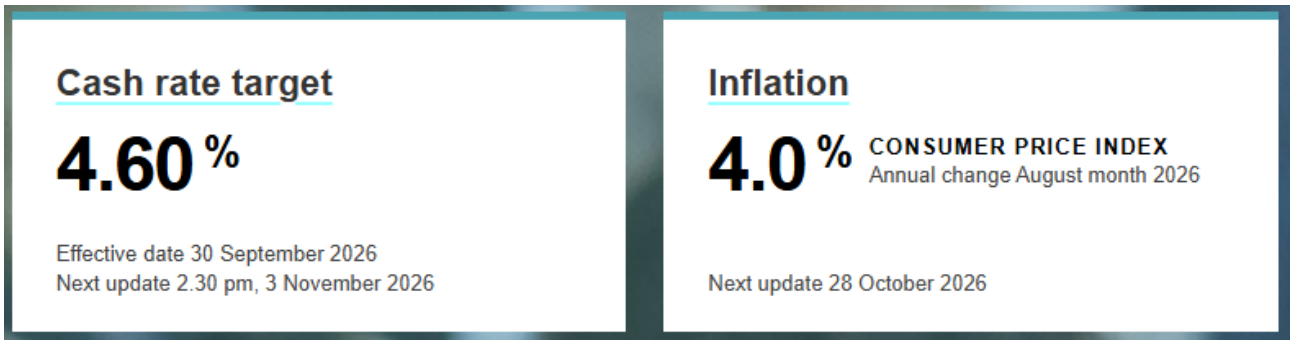
Shire Officers have prepared the Statement of Financial Activity, and supporting documentation, in accordance with legislated requirements.

The Consumer Price Index (CPI) rose 4.0% up from 3.5% in the 12 months to August 2026.

	Original		Seasonally adjusted	
Weighted average of eight capital cities	July 26 to Aug 26 (% change)	Aug 25 to Aug 26 (% change)	July 26 to Aug 26 (% change)	Aug 25 to Aug 26 (% change)
All groups CPI	0.4	4.0	0.7	3.9

The Reserve Bank of Australia's cash rate target has increased to 4.60% for the Month of September 2026.

In framing the 2026/2027 Budget, the Shire has taken into consideration the economic environment and sustainability of its services into the future.



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 2026/27 adopted Budget determines the variance analysis for significant amounts of $10,000 and 10% for the financial year.

STATUTORY ENVIRONMENT

Australian Accounting Standards

Local Government (Financial Management) Regulations 1996

Local Government Act 1995

Regulation 34 requires local governments to report monthly, 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

The 2026/2027 Budget was presented and adopted by Council at the 27th August 2026 Ordinary Council Meeting.

ALIGNMENT WITH STRATEGIC PRIORITIES

5.2 Our Governance and Leadership: Strong financial and governance performance

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

3.1 Governance, Financial and Compliance Risks: Financial Viability and Asset Management

RISK ASSESSMENT

	Option 1
Financial	*Low* *26-27 Budget was adopted by Council at OCM 27th August 2026.*
Health	Low
Reputation	Low
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 Quartely 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 current aged creditors balance as of 30 September 2026 is $137,892.92. Majority of these being current invoices except for a small number of creditors who submitted invoices late.

The current aged debtors balance as of 30 September 2026 is $41,079.10 with majority being over 90 days, with an even split of the remaining amount across 30 and 60 days and current. Debt collection processes have been engaged.

SHIRE OF QUAIRADING

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 September 2026

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

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Key Terms and Descriptions - Nature Descriptions

Statement of Financial Activity by Nature

Statement of Financial Position

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Note 15	Explanation of Material Variances
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Note 17	Caravan Park

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SHIRE OF QUAIRADING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

KEY INFORMATION

Items of Significance

The material variance adopted by the Shire for the 2025/26 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					
Grants, Subsidies and Contributions					
Grants, Subsidies and Contributions	54%	663,791	240,618	355,394	114,776
Capital Grants, Subsidies and Contributions	2%	1,407,764	70,809	30,409	(40,400)
	19%	2,071,555	311,427	385,803	74,376
Rates Levied	99%	3,223,297	3,200,104	3,197,793	(2,311)

Financial Position		Prior Year 30 September 2025	Current Year 30 September 2026
Adjusted Net Current Assets	114%	$ 3,588,551	$ 4,101,553
Cash and Equivalent - Unrestricted	155%	$ 1,202,097	$ 1,865,440
Cash and Equivalent - Restricted	108%	$ 4,176,214	$ 4,505,510
Receivables - Rates	105%	$ 2,786,435	$ 2,914,020
Receivables - Other	69%	$ 115,654	$ 79,866
Payables	144%	$ 319,829	$ 460,570

% 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 SEPTEMBER 2026

SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 September 2026
Prepared by: Tricia Brown (EMCS)
Reviewed by: Nic Warren (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 POLICES

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.

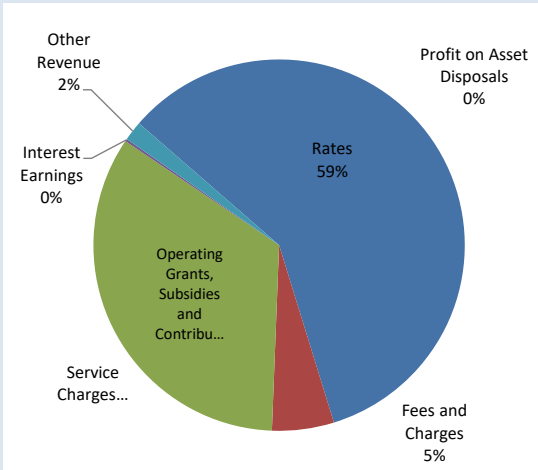
ROUNDING OFF FIGURES

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

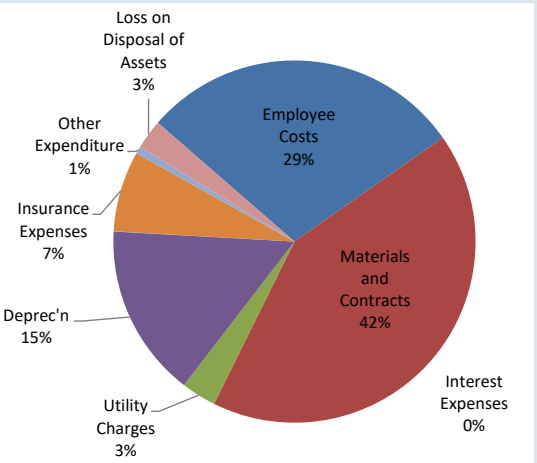
SHIRE OF QUAIRADING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

SUMMARY GRAPHS

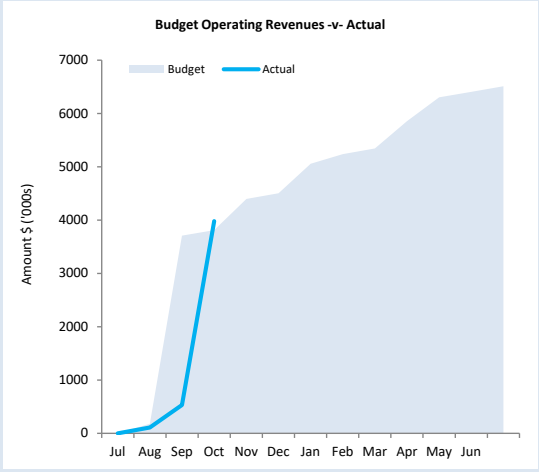
OPERATING REVENUE



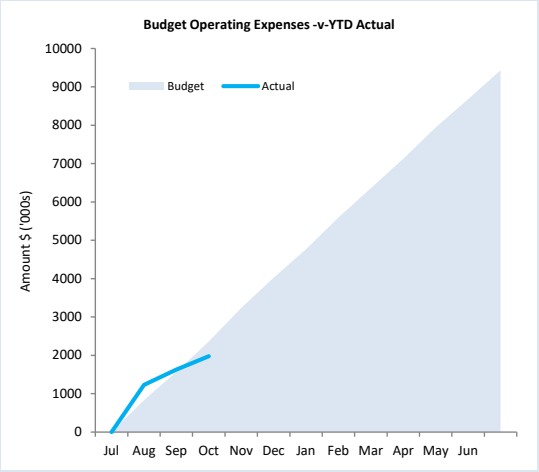
OPERATING EXPENSES



Budget Operating Revenues -v- Actual

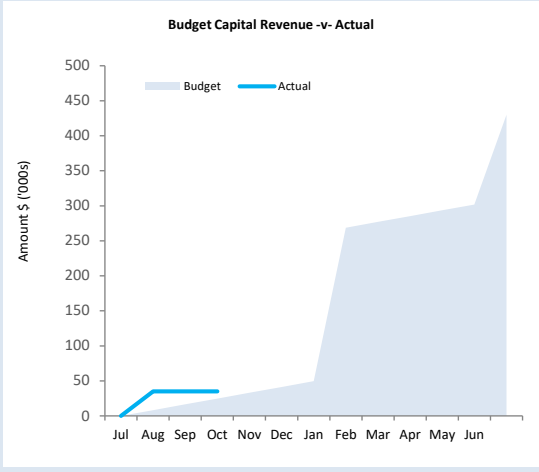


Budget Operating Expenses -v-YTD Actual



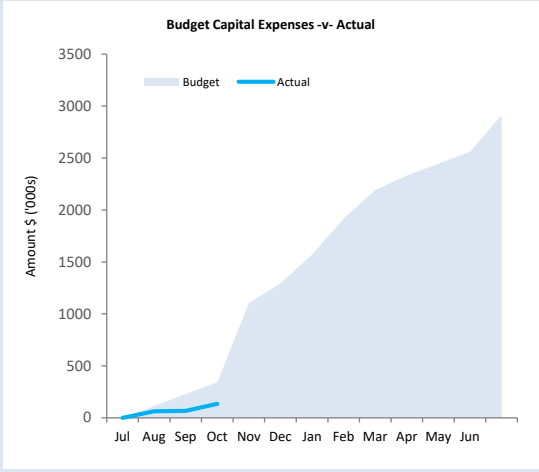
CAPITAL REVENUE

Budget Capital Revenue -v- Actual



CAPITAL EXPENSES

Budget Capital Expenses -v- Actual



This information 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 SEPTEMBER 2026

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 PURPOSEFUNDING 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 building, 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 BY PROGRAM
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

BY PROGRAM

	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. $
		$	$	$	$	$	%		
OPERATING ACTIVITIES									
Revenue from operating activities									
Governance		0	0	0	**32**	32		▲	
General Purpose Funding - Rates	6	3,223,298	3,223,297	3,200,104	**3,197,793**	(2,311)	(0%)	▼	
General Purpose Funding - Other		663,273	663,273	70,639	**122,509**	51,870	73%	▲	S
Law, Order and Public Safety		65,700	65,700	15,417	**17,311**	1,894	12%	▲	
Health		2,500	2,500	624	**55**	(569)	(91%)	▼	
Education and Welfare		76,200	76,200	19,014	**16,524**	(2,490)	(13%)	▼	
Housing		152,188	152,188	37,989	**40,295**	2,306	6%	▲	
Community Amenities		196,078	196,078	48,984	**167,778**	118,794	243%	▲	S
Recreation and Culture		26,500	26,500	3,243	**7,118**	3,875	119%	▲	
Transport		292,646	292,646	242,856	**233,359**	(9,497)	(4%)	▼	
Economic Services		312,565	312,565	78,102	**84,775**	6,673	9%	▲	
Other Property and Services		92,132	92,132	23,021	**62,709**	39,688	172%	▲	S
		5,103,079	5,103,079	3,739,993	**3,950,257**				
Expenditure from operating activities									
Governance		(840,818)	(840,818)	(203,321)	**(192,909)**	10,412	5%	▲	
General Purpose Funding		(157,411)	(157,411)	(41,217)	**(34,640)**	6,577	16%	▲	
Law, Order and Public Safety		(329,964)	(329,964)	(82,421)	**(51,693)**	30,728	37%	▲	S
Health		(517,764)	(517,764)	(129,357)	**(222,447)**	(93,090)	(72%)	▼	S
Education and Welfare		(363,290)	(363,290)	(90,655)	**(76,159)**	14,496	16%	▲	S
Housing		(404,877)	(404,877)	(100,975)	**(87,605)**	13,370	13%	▲	S
Community Amenities		(818,758)	(818,758)	(204,526)	**(232,962)**	(28,436)	(14%)	▼	S
Recreation and Culture		(1,484,681)	(1,484,681)	(341,980)	**(248,017)**	93,963	27%	▲	S
Transport		(3,388,053)	(3,388,053)	(846,596)	**(504,269)**	342,327	40%	▲	S
Economic Services		(1,086,202)	(1,086,202)	(254,634)	**(166,090)**	88,544	35%	▲	S
Other Property and Services		(41,339)	(41,339)	(70,082)	**(161,150)**	(91,068)	(130%)	▼	S
		(9,433,157)	(9,433,157)	(2,365,764)	**(1,977,941)**				
Operating activities excluded from budget									
Add back Depreciation		3,774,747	3,774,747	943,278	**305,467**	(637,811)	(68%)	▼	S
Adjust (Profit)/Loss on Asset Disposal	7	24,798	24,798	6,198	**51,621**	45,423	733%	▲	S
Movement in Leave Reserve (Added Back)		8,010	8,010	8,010	**2,093**	(5,917)	(74%)	▼	
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			
		3,807,555	3,807,555	957,486	**359,180**				
Amount attributable to operating activities		**(522,523)**	**(522,523)**	**2,331,715**	**2,331,496**				
INVESTING ACTIVITIES									
Inflows from investing activities									
Capital Grants, Subsidies and Contributions	13	1,407,764	1,407,764	70,809	**30,409**	(40,400)	(57%)	▼	S
Proceeds from Disposal of Assets	7	310,000	310,000	24,747	**35,000**	10,253	41%	▲	S
Proceeds from financial assets at amortised cost - self supporting loans		0	0	0	**0**	0			
		1,717,764	**1,717,764**	**95,556**	**65,409**				
Outflows from investing activities									
Land Held for Resale	8	0	0	0	**(3,500)**	(3,500)		▼	
Land and Buildings	8	(18,000)	(18,000)	(4,500)	**(2,815)**	1,685	37%	▲	
Plant and Equipment	8	(746,000)	(746,000)	(34,998)	**(6,965)**	28,033	80%	▲	S
Furniture and Equipment	8	0	0	0	**0**	0			
Infrastructure Assets - Roads	8	(1,794,544)	(1,794,544)	(275,007)	**(57,189)**	217,818	79%	▲	S
Infrastructure Assets - Drainage	8	0	0	0	**0**	0			
Infrastructure Assets - Footpaths	8	0	0	0	**0**	0			
Infrastructure Assets - Other	8	(36,500)	(36,500)	(9,123)	**(2)**	9,121	100%	▲	
Infrastructure Assets - Bridges	8	0	0	0	**0**	0			
Payments for financial assets at amortised cost - self supporting loans		0	0	0	**0**	0			
		(2,595,044)	(2,595,044)	(323,628)	**(70,471)**				
Amount attributable to investing activities		**(877,279)**	**(877,279)**	**(228,072)**	**(5,062)**				
FINANCING ACTIVITIES									
Inflows from financing activities									
Proceeds from new borrowings	9	0	0	0	**0**	0			
Transfer from Reserves	10	120,000	120,000	0	**0**	0			
Transfer from Restricted Cash - Other		0	0	0	**0**	0			
		120,000	120,000	0	**0**				
Outflows from financing activities									
Repayment of borrowings	9	(71,637)	(71,637)	(17,898)	**(7,689)**	10,209	57%	▲	S
Payments for principal portion of lease liabilities	9	(9,060)	(9,060)	(2,262)	**(6,004)**	(3,742)	(165%)	▼	
Transfer to Restricted Cash - Other		0	0	0	**0**	0			
Transfer to Reserves	10	(235,000)	(235,000)	0	**(51,052)**	(51,052)		▼	S
		(315,697)	(315,697)	(20,160)	**(64,745)**				
Amount attributable to financing activities		**(195,697)**	**(195,697)**	**(20,160)**	**(64,745)**				
MOVEMENT IN SURPLUS OR DEFICIT									
Surplus or deficit at the start of the financial year	1	1,645,130	1,839,864	1,839,864	**1,839,864**	0	0%		
Amount attributable to operating activities		(522,523)	(522,523)	2,331,715	**2,331,496**	(219)	(0%)	▼	
Amount attributable to investing activities		(877,279)	(877,279)	(228,072)	**(5,062)**	223,010	(98%)	▲	
Amount attributable to financing activities		(195,697)	(195,697)	(20,160)	**(64,745)**	(44,585)	221%	▼	
Surplus or deficit at the end of the financial year	1	**49,631**	**244,365**	**3,923,347**	**4,101,553**	178,207	5%	▲	

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 2026/27 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 SEPTEMBER 2026

NATURE DESCRIPTIONS

REVENUE

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS
Refer to all amounts received as grants, subsidies and contributions that are not capital grants.

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

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

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

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

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

OTHER REVENUE / INCOME
Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates 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
Depreciation expense raised on all classes of assets.

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

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

SHIRE OF QUAIRADING

STATEMENT OF FINANCIAL ACTIVITY BY NATURE & TYPE
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

BY NATURE

	Note	Adopted Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. S
		$	$	$	$	$	%		
OPERATING ACTIVITIES									
Revenue from operating activities									
Rates	6	3,223,298	3,223,297	3,200,104	**3,197,793**	(2,311)	(0%)	▼	
Grants, Subsidies and Contributions	12	663,791	663,791	240,618	**355,394**	114,776	48%	▲	S
Fees and Charges		734,211	734,211	179,935	**292,870**	112,935	63%	▲	S
Service Charges		0	0	0	**0**	0			
Interest Revenue		254,400	254,400	63,567	**11,405**	(52,162)	(82%)	▼	S
Other Revenue		186,065	186,065	45,446	**92,795**	47,349	104%	▲	S
Profit on Disposal of Assets	7	41,315	41,315	10,323	**0**	(10,323)	(100%)	▼	S
Gain FV Valuation of Assets		0	0	0	**0**	0			
		5,103,079	5,103,079	3,739,993	**3,950,257**				
Expenditure from operating activities									
Employee Costs		(2,515,519)	(2,515,519)	(617,439)	**(571,341)**	46,098	7%	▲	
Materials and Contracts		(2,388,080)	(2,388,080)	(627,046)	**(831,765)**	(204,719)	(33%)	▼	S
Utility Charges		(333,300)	(333,300)	(83,103)	**(61,552)**	21,551	26%	▲	S
Depreciation		(3,774,747)	(3,774,747)	(943,278)	**(305,467)**	637,811	68%	▲	S
Finance Costs		(4,454)	(4,454)	(1,110)	**(566)**	544	49%	▲	
Insurance Expenses		(202,520)	(202,520)	(50,603)	**(142,348)**	(91,745)	(181%)	▼	S
Other Expenditure		(148,423)	(148,423)	(26,664)	**(13,282)**	13,382	50%	▲	S
Loss on Disposal of Assets	7	(66,113)	(66,113)	(16,521)	**(51,621)**	(35,100)	(212%)	▼	S
Loss FV Valuation of Assets		0	0	0	**0**	0			
		(9,433,157)	(9,433,157)	(2,365,764)	**(1,977,941)**				
Operating activities excluded from budget									
Add back Depreciation		3,774,747	3,774,747	943,278	**305,467**	(637,811)	(68%)	▼	S
Adjust (Profit)/Loss on Asset Disposal	7	24,798	24,798	6,198	**51,621**	45,423	733%	▲	S
Movement in Leave Reserve (Added Back)		8,010	8,010	8,010	**2,093**	(5,917)	(74%)	▼	
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			
		3,807,555	3,807,555	957,486	**359,180**				
Amount attributable to operating activities		**(522,523)**	**(522,523)**	**2,331,715**	**2,331,496**				
INVESTING ACTIVITIES									
Inflows from investing activities									
Capital Grants, Subsidies and Contributions	13	1,407,764	1,407,764	70,809	**30,409**	(40,400)	(57%)	▼	S
Proceeds from Disposal of Assets	7	310,000	310,000	24,747	**35,000**	10,253	41%	▲	S
Proceeds from financial assets at amortised cost - self supporting loans	9	0	0	0	**0**	0			
		1,717,764	**1,717,764**	**95,556**	**65,409**				
Outflows from investing activities									
Land Held for Resale	8	0	0	0	**(3,500)**	(3,500)		▼	
Land and Buildings	8	(18,000)	(18,000)	(4,500)	**(2,815)**	1,685	37%	▲	
Plant and Equipment	8	(746,000)	(746,000)	(34,998)	**(6,965)**	28,033	80%	▲	S
Furniture and Equipment	8	0	0	0	**0**	0			
Infrastructure Assets - Roads	8	(1,794,544)	(1,794,544)	(275,007)	**(57,189)**	217,818	79%	▲	S
Infrastructure Assets - Drainage	8	0	0	0	**0**	0			
Infrastructure Assets - Footpaths	8	0	0	0	**0**	0			
Infrastructure Assets - Other	8	(36,500)	(36,500)	(9,123)	**(2)**	9,121	100%	▲	
Infrastructure Assets - Bridges	8	0	0	0	**0**	0			
Payments for financial assets at amortised cost - self supporting loans		0	0	0	**0**	0			
		(2,595,044)	(2,595,044)	(323,628)	**(70,471)**				
Amount attributable to investing activities		**(877,279)**	**(877,279)**	**(228,072)**	**(5,062)**				
FINANCING ACTIVITIES									
Inflows from financing activities									
Proceeds from new borrowings		0	0	0	**0**	0			
Transfer from Reserves	10	120,000	120,000	0	**0**	0			
Transfer from Restricted Cash - Other		0	0	0	**0**	0			
		120,000	120,000	0	**0**				
Outflows from financing activities									
Repayment of borrowings	9	(71,637)	(71,637)	(17,898)	**(7,689)**	10,209	57%	▲	S
Payments for principal portion of lease liabilities	9	(9,060)	(9,060)	(2,262)	**(6,004)**	(3,742)	(165%)	▼	
Transfer to Restricted Cash - Other		0	0	0	**0**	0			
Transfer to Reserves	10	(235,000)	(235,000)	0	**(51,052)**	(51,052)		▼	S
		(315,697)	(315,697)	(20,160)	**(64,745)**				
Amount attributable to financing activities		**(195,697)**	**(195,697)**	**(20,160)**	**(64,745)**				
MOVEMENT IN SURPLUS OR DEFICIT									
Surplus or deficit at the start of the financial year	1	1,645,130	1,839,864	1,839,864	**1,839,864**	0	0%		
Amount attributable to operating activities		(522,523)	(522,523)	2,331,715	**2,331,496**	(219)	(0%)		
Amount attributable to investing activities		(877,279)	(877,279)	(228,072)	**(5,062)**	223,010	(98%)		
Amount attributable to financing activities		(195,697)	(195,697)	(20,160)	**(64,745)**	(44,585)	221%		
Surplus or deficit at the end of the financial year	1	**49,631**	**244,364**	**3,923,347**	**4,101,553**	**178,207**	5%		

▲▼ 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 2026/27 year is $10,000 and 10%.

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

SHIRE OF QUAIRADING
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

	30-Sep-25	30-Sep-26
	$	$
CURRENT ASSETS		
Cash and cash equivalents	5,708,363	6,370,950
Trade and other receivables	423,644	2,993,886
Other financial assets	0	0
Inventories	131,161	157,616
Contract assets	710,438	0
Other assets	70,389	20,787
TOTAL CURRENT ASSETS	7,043,995	9,543,240
NON-CURRENT ASSETS		
Trade and other receivables	37,248	37,248
Other financial assets	155,178	155,178
Inventories	114,000	30,879
Property, plant and equipment	23,965,751	23,906,421
Infrastructure	101,093,749	100,914,584
Right-of-use assets	0	0
TOTAL NON-CURRENT ASSETS	125,365,926	125,044,310
TOTAL ASSETS	132,409,921	134,587,550
CURRENT LIABILITIES		
Trade and other payables	563,325	496,246
Other liabilities	0	255,675
Lease liabilities	9,060	3,056
Employee related provisions	262,583	262,583
TOTAL CURRENT LIABILITIES	905,799	1,080,702
NON-CURRENT LIABILITIES		
Lease liabilities	0	0
Borrowings	68,342	68,342
Employee related provisions	49,485	49,485
TOTAL NON-CURRENT LIABILITI	117,827	117,827
TOTAL LIABILITIES	1,023,626	1,198,529
NET ASSETS	**131,386,295**	**133,389,021**
EQUITY		
Retained surplus	43,289,530	45,241,204
Reserve accounts	4,454,458	4,505,510
Revaluation surplus	83,642,307	83,642,307
TOTAL EQUITY	**131,386,295**	**133,389,021**

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

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 SEPTEMBER 2026

OPERATING ACTIVITIE
NOTE 1
ADJUSTED NET CURRENT ASSETS

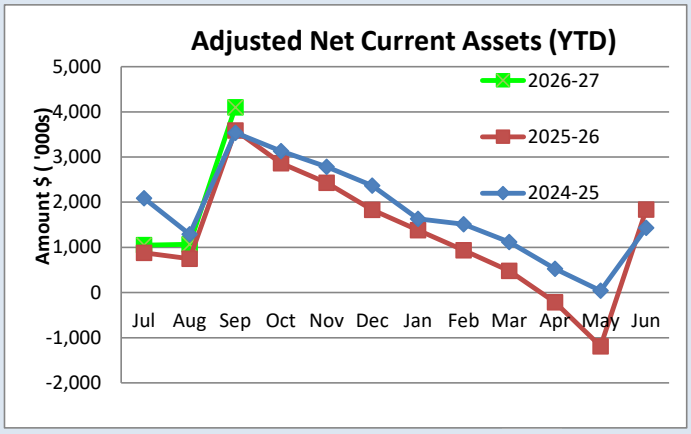
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2026	This Time Last Year 30/09/2025	Year to Date Actual 30/09/2026
		$	$	$
Current Assets				
Cash Unrestricted	2	1,253,905	1,202,097	1,865,440
Cash Restricted - Reserves	2	4,454,458	4,176,214	4,505,510
Cash Restricted - Bonds & Deposits	2	0	0	0
Receivables - Rates	0	279,999	2,786,435	2,914,020
Receivables - Other	3	143,646	115,654	79,866
Other Financial Assets	3	0	0	0
Other Assets Other Than Inventories	4	780,827	87,885	20,787
Inventories	4	14,540	8,882	40,996
		6,927,374	8,377,167	9,426,619
Less: Current Liabilities				
Payables	5	(519,387)	(319,829)	(460,570)
Contract Liabilities	11	0	(178,337)	(255,675)
Bonds & Deposits	14	(43,937)	(46,771)	(35,676)
Loan Liability	9	(70,832)	(61,359)	(63,142)
Lease Liability	9	(9,060)	(5,862)	(3,056)
Provisions	11	(262,583)	(254,970)	(262,583)
		(905,799)	(867,128)	(1,080,702)
Less: Cash Reserves	10	(4,454,458)	(4,176,214)	(4,505,510)
Add Back: Component of Leave Liability not Required to be funded		192,855	187,504	194,948
Add Back: Loan Liability		70,832	61,359	63,142
Add Back: Lease Liability		9,060	5,862	3,056
Less : Loan Receivable - clubs/institutions		0	0	0
Net Current Funding Position		**1,839,864**	**3,588,551**	**4,101,553**

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



This Year YTD Surplus(Deficit)

$4.1 M

Last Year YTD Surplus(Deficit)

$3.59 M

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 SEPTEMBER 2026

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

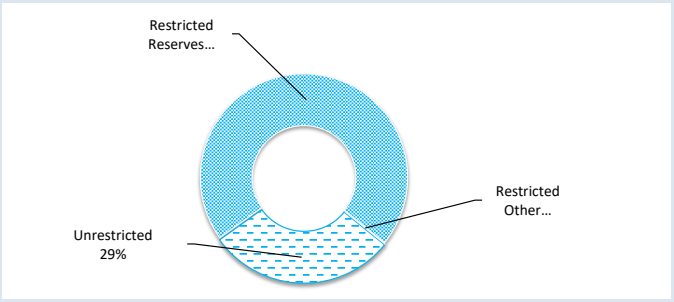
	Unrestricted	Restricted Reserves	Restricted Muni	Total Amount	Institution	Interest Rate	Maturity Date
	$	$	$	$			
Cash on Hand							
Cash on Hand - Admin	200			200	Cash on Hand	Nil	On Hand
At Call Deposits							
Municipal Cash at Bank	1,865,240			1,865,240	Westpac		Ongoing
Medical Practice Cash at Bank	0			0	Westpac		Ongoing
Reserve Cash at Bank		362,359		362,359	Westpac	1.15%	Ongoing
Term Deposits							
Municipal - Term Deposit Investment 1	0			0	Westpac	0.00%	
Municipal - Term Deposit Investment 2	0			0	Westpac	0.00%	
Municipal - Term Deposit Investment 3	0			0	Westpac	0.00%	
Reserve - Term Deposit Investment 1		1,127,687		1,127,687	Westpac	5.14%	2/10/2026
Reserve - Term Deposit Investment 2		733,566		733,566	Westpac	5.14%	2/10/2026
Reserve - Term Deposit Investment 3		1,216,207		1,216,207	Westpac	5.14%	2/10/2026
Reserve - Term Deposit Investment 4		1,065,691		1,065,691	Westpac	5.14%	2/10/2026
		0		0			
		0		0			
Investments							
Total	**1,865,440**	**4,505,510**	**0**	**6,370,950**			

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	Restricted
$6.37 M	$4.51 M

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 SEPTEMBER 2026

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

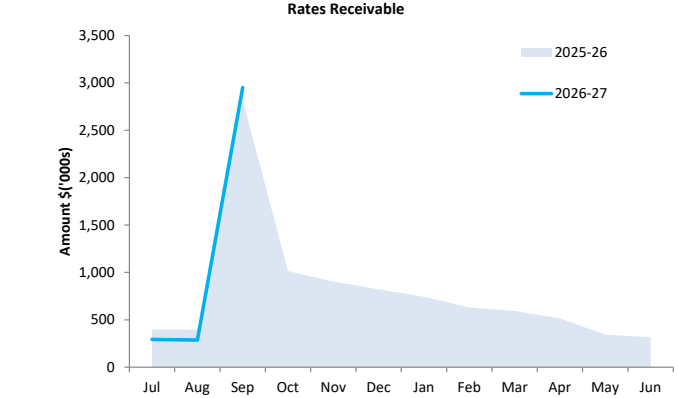
Receivables - Rates & Rubbish	30 June 2026	30 Sep 26
	$	$
Opening Arrears Previous Years	399,783	317,246
Levied this year	3,108,971	3,350,793
Less Collections to date	(3,191,508)	(716,771)
Equals Current Outstanding	317,246	2,951,268
	317,246	**2,951,268**
% Collected	90.96%	19.54%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$
Receivables - General	6,282	3,463	6,539	24,795	41,079
Percentage	15%	8%	16%	60%	
Balance per Trial Balance					
Sundry Debtors					36,073
Receivables - Other					43,793
Total Receivables General Outstanding					**79,866**

Amounts shown above include GST (where applicable)

KEY INFORMATION

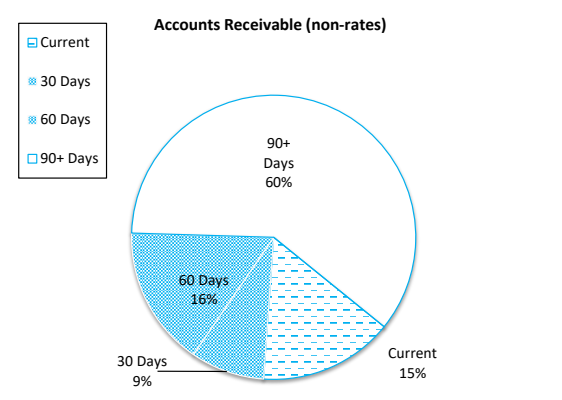
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.



Collected	Rates Due
20%	$2,951,268

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
$79,866

Over 30 Days
85%

Over 90 Days
60%

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

Other Current Assets	Opening Balance 1 Jul 2026	Asset Increase	Asset Reduction	Closing Balance 30 Sep 2026
	$	$	$	$
Inventory				
Fuel, Visitor and Rec Centres stock on hand	14,540	26,455	0	40,996
Accrued income and prepayments				
Accrued income and prepayments	70,389	0	(49,601)	20,787
Contract assets				
Contract assets	710,438	0	(710,438)	0
Total Other Current assets				**178,404**
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

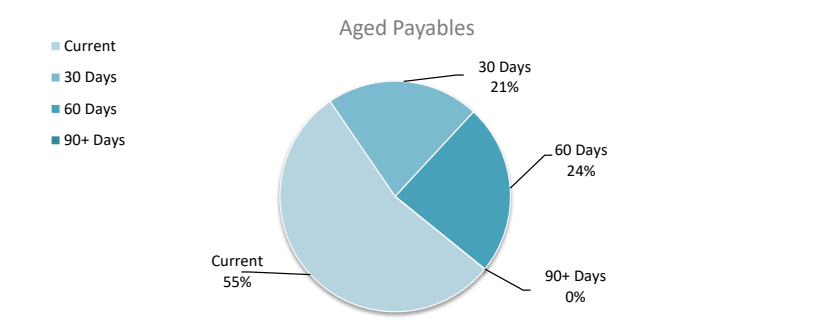
A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

OPERATING ACTIVITIES
NOTE 5
Payables

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$
Payables (Sundry Creditors) - General	75,309	29,576	33,008	0	137,893
Percentage	54.6%	21.4%	23.9%	0%	
Balance per Trial Balance					
Sundry creditors - General					311,022
Other creditors					68,836
Accruals/Income in Advance					979
ATO liabilities					41,538
Other accruals/payables					38,195
Total Payables General Outstanding					**460,570**
Amounts shown above include GST (where applicable)					

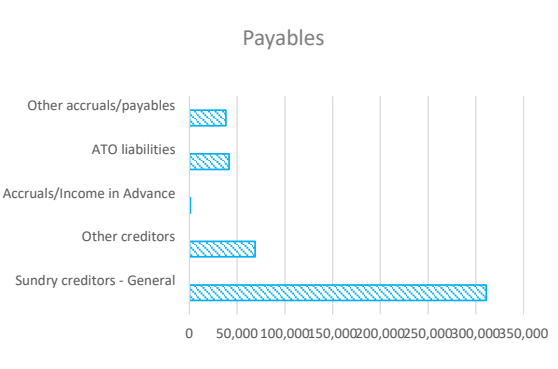
KEY INFORMATION
Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability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

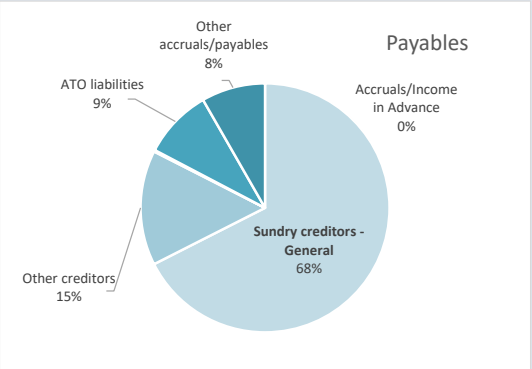


Creditors Due
$460,570

Over 30 Days
45%

Over 90 Days
0%





SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 SEPTEMBER 2026

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

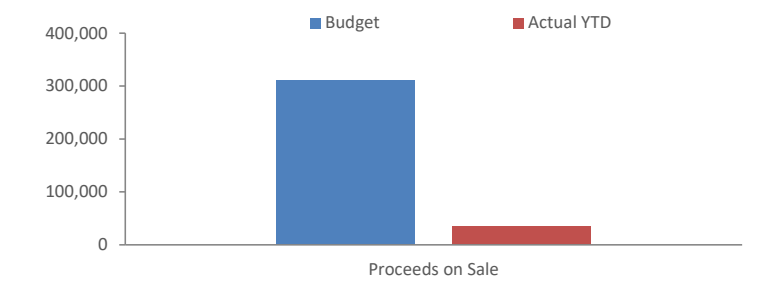
				Budget				YTD Actual			
RATE TYPE	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
	$			$	$	$	$	$	$	$	$
General Rate											
Gross rental valuations											
GRV - Residential	0.155386	316	3,142,328	488,274	0	0	488,274	554,394	84		554,478
GRV - Industrial	0.155386	21	274,950	42,723	0	0	42,723	50,553	0	0	50,553
GRV - Commercial	0.155386	10	209,776	32,596	0	0	32,596	33,466	0	0	33,466
Unimproved valuations								0			
UV - Rural	0.005445	353	461,519,000	2,512,971	0	0	2,512,971	2,561,691	(2,395)	0	2,559,296
Non Rateable	0.000000	221	122,856	0	0	0	0	0	0	0	0
Sub-Totals		**921**	**465,268,910**	**3,076,564**	**0**	**0**	**3,076,564**	**3,200,104**	**(2,311)**	**0**	**3,197,793**
	Minimum										
Minimum Payment	**$**										
Gross rental valuations											
GRV - Residential	870	76	69,238	66,120	0	0	66,120	0	0	0	0
GRV - Industrial	870	9	14,790	7,830	0	0	7,830	0	0	0	0
GRV - Commercial	870	1	2,000	870	0	0	870	0	0	0	0
Unimproved valuations											
UV - Rural	0	56	5,420,176	48,720	0	0	48,720	0	0	0	0
Sub-Totals		**142**	**5,506,204**	**123,540**	**0**	**0**	**123,540**	**0**	**0**	**0**	**0**
		1,063	**470,775,114**	**3,200,104**	**0**	**0**	**3,200,104**	**3,200,104**	**(2,311)**	**0**	**3,197,793**
Amount from General Rates							**3,200,104**				**3,197,793**
Ex-Gratia Rates	Tonnage	1	0	0	0	0	23,193	0	0	0	0
Write off							0				0
Specified Area Rates							0				0
Total Rates							**3,223,297**				**3,197,793**

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Number	Asset Description	Amended Budget Net Book Value	Amended Budget Proceeds	Amended Budget Profit	Amended Budget (Loss)	YTD Actual Net Book Value	YTD Actual Proceeds	YTD Actual Profit	YTD Actual (Loss)
		$	$	$	$	$	$	$	$
	Land Held for Resale								
1207	Lhfr - Lot 323 (5) Edwards Way	10,000	10,000			0	0		
1208	Lhfr - Lot 324 (3) Edwards Way	10,000	10,000			0	0		
1214	Lhfr - Lot 94 (6) Hinkley Way, Quairading (Amalg	86,621	35,000		(51,621)	86,621	35,000		(51,621)
	Plant and Equipment								
6Q190	Isuzu Dmax 4X4 Ute	20,000	23,000	3,000.00		0	0		
Q465C	2024 Mazda Bt-50 Dual Cab Chassis Xt	35,818	30,000		(5,818)	0	0		
1Q633	2018 Isuzu D-Max 4X4 Single Cab	9,370	8,000		(1,370)	0	0		
1Q368	2016 Caperpillar Loader 938K2	117,317	150,000	32,682.65		0	0		
	Administration								
Q0Q1	2023 Nissan Qashqai Stl 2 Tone	24,305	17,000		(7,305)	0	0		
2Q5480	2022 Hyundai Santa Fe Ceo Vehicles	21,368	27,000	5,632		0	0		
		334,798	**310,000**	**41,315**	**(66,113)**	**86,621**	**35,000**	**0**	**(51,621)**

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
$310,000	$35,000	11%

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 SEPTEMBER 2026

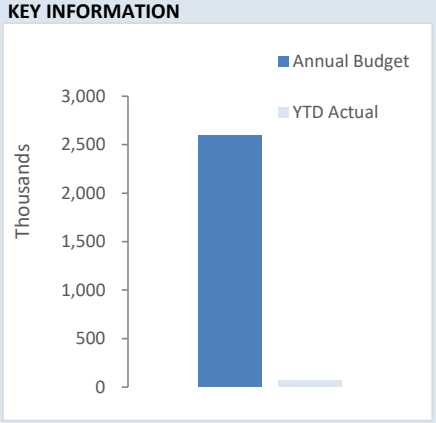
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital Acquisitions	Adopted Annual Budget	Amended YTD Budget	Amended Annual Budget	YTD Actual Total	YTD Budget Variance
	$	$	$	$	$
Land Held for Resale	0	0	0	**3,500**	3,500
Land and Buildings	18,000	4,500	18,000	**2,815**	(1,685)
Plant and Equipment	746,000	34,998	746,000	**6,965**	(28,033)
Infrastructure Assets - Roads	1,794,544	275,007	1,794,544	**57,189**	(217,818)
Infrastructure Assets - Other	36,500	9,123	36,500	**2**	(9,121)
Infrastructure Assets - Bridges	0	0	0	**0**	0
Capital Expenditure Totals	2,595,044	323,628	2,595,044	**70,471**	(253,157)
Capital acquisitions funded by:					
	$	$	$	$	$
Capital Grants and Contributions	1,407,764	70,809	1,407,764	**30,409**	(40,400)
Borrowings	0	0	0	**0**	0
Other (Disposals & C/Fwd)	310,000	24,747	310,000	**35,000**	10,253
Council contribution - Cash Backed Reserves					
Various Reserves	120,000	0	120,000	**0**	0
Council contribution - operations	**757,279**	**228,072**	**757,279**	**5,062**	(223,010)
Capital Funding Total	**2,595,044**	**323,628**	**2,595,044**	**70,471**	**(253,157)**

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
	$2.6 M	$.07 M	3%

Capital Grant	Annual Budget	YTD Actual	% Received
	$1.41 M	$.03 M	2%

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

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

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

% of Completion	Assets	Account Number	Balance Sheet Category	Job Number	Adopted Annual Budget	Amended Annual Budget	YTD Budget	Total YTD	Variance (Under)/Over
	Level of completion indicator, please see table at the top of this note for further detail.				$	$	$	$	$
	Land Held for Resale								
	Community Amenities								
1.00	Stage 2 Light Industrial Subdivision	4100607	507	TP0000	0	0	0	(3,500)	(3,500)
	Total - Community Amenities				**0**	**0**	**0**	**(3,500)**	**(3,500)**
1.00	**Total - Land Held for Resale**				**0**	**0**	**0**	**(3,500)**	**(3,500)**
1.00	Youth Centre - Building (Capital)	4080712	512	BC8701	0	0	0	(1,415)	(1,415)
	Total - Education & Welfare				**0**	**0**	**0**	**0**	**(1,415)**
	Recreation And Culture								
0.00	Golf Club - Building (Capital)	4110312	512	BC11305	(18,000)	(18,000)	(4,500)	0	4,500
	Total - Recreation And Culture				**(18,000)**	**(18,000)**	**(4,500)**	**0**	**4,500**
	Economic Services								
1.00	Cabin 4 - 1 Bedroom Unit (Capital) - Expenditure	4130212	512	BC13248	0	0	0	(700)	(700)
1.00	Cabin 5 - 1 Bedroom Unit (Capital) - Expenditure	4130212	512	BC13249	0	0	0	(700)	(700)
	Total - Economic Services				**0**	**0**	**0**	**(1,400)**	**(1,400)**
0.08	**Total - Buildings**				**(18,000)**	**(18,000)**	**(4,500)**	**(1,400)**	**1,685**
	Other Law, Order & Public Safety								
0.00	OLOPS - Infrastructure Other (Capital)	4050390	590		(36,500)	(36,500)	(9,123)	0	9,123
	Total - Other Law, Order & Public Safety				**(36,500)**	**(36,500)**	**(9,123)**	**0**	**9,123**
	Transport								
0.00	Supervisor Construction Vehicle	4120330	530	PE12329	(70,000)	(70,000)	0	0	0
1.00	HYDRAULIC LIFT TRAILER	4120330	530	PE12323	(7,000)	(7,000)	0	(6,965)	(6,965)
0.00	Construction Utility	4120330	530	PE12330	(65,000)	(65,000)	0	0	0
0.00	LOADER	4120330	530	PE12331	(385,000)	(385,000)	0	0	0
0.00	FORKLIFT WASTE SITE	4120330	530	PE12335	(45,000)	(45,000)	0	0	0
0.00	ROAD BROOM ATTACHMENT	4120330	530	PE12336	(20,000)	(20,000)	0	0	0
0.00	SOLAR RADAR SPEED SIGNS	4120330	530	PE12337	(14,000)	(14,000)	0	0	0
	Total - Transport				**(606,000)**	**(606,000)**	**0**	**(6,965)**	**(6,965)**
	Other Property & Services								
0.00	CEO Vehicle	4140230	530	PE14204	(70,000)	(70,000)	(17,499)	0	17,499
0.00	EMCD Vehicle	4140230	530	PE14205	(70,000)	(70,000)	(17,499)	0	17,499
	Total - Other Property & Services				**(140,000)**	**(140,000)**	**(34,998)**	**0**	**34,998**
0.01	**Total - Plant & Equipment**				**(782,500)**	**(782,500)**	**(44,121)**	**(6,965)**	**37,156**
	Transport								
0.01	Wood Street (R2R)	4120144	540	R2R137	(116,987)	(116,987)	0	(1,050)	(1,050)
0.00	Goldfields Road (R2R)	4120145	540	R2R167	(126,179)	(126,179)	0	0	0
0.11	Mount Stirling Road (R2R)	4120145	540	R2R012	(121,657)	(121,657)	(30,408)	(13,282)	17,126
0.00	Solomon Road (R2R)	4120146	540	R2R032	(135,723)	(135,723)	0	0	0
0.02	Wamenusking Road (R2R)	4120146	540	R2R041	(143,157)	(143,157)	0	(2,299)	(2,299)
0.06	Weir Road (R2R)	4120146	540	R2R050	(172,271)	(172,271)	0	(10,097)	(10,097)
0.04	Bulyee - Quairading Road (RRG)	4120148	540	RRG002	(676,178)	(676,178)	(169,035)	(30,409)	138,626
0.00	Dangin - Mears Road - WSFN Expenditure	4120162	540	WSF010	(287,232)	(287,232)	(71,778)	(3)	71,775
0.00	Dangin - Mears Road - WSFN Development Expenditure	4120162	540	WSF010D	(15,159)	(15,159)	(3,786)	0	3,786
	Total - Transport				**(1,794,544)**	**(1,794,544)**	**(275,007)**	**(57,182)**	**217,825**
0.03	**Total - Infrastructure - Roads**				**(1,794,544)**	**(1,794,544)**	**(275,007)**	**(57,182)**	**217,825**
0.03	**Grand Total**				**(2,595,044)**	**(2,595,044)**	**(323,628)**	**(69,052)**	**253,162**

Summary by Balance Sheet Category						
Land Held For Resale (Current)	340	0	0	0	0	0
Land Held For Resale (Non Current)	507	0	0	0	(3,500)	(3,500)
Land - Freehold	508	0	0	0	0	0
Buildings - Specialised	512	(18,000)	(18,000)	(4,500)	(2,815)	1,685
Buildings - Non Specialised	514	0	0	0	0	0
Furniture & Equipment	520	0	0	0	0	0
Plant & Equipment	530	(746,000)	(746,000)	(34,998)	(6,965)	28,033
Infrastructure - Roads	540	(1,794,544)	(1,794,544)	(275,007)	(57,182)	217,825
Infrastructure - Bridges	555	0	0	0	0	0
Infrastructure - Footpaths & Cycleways	560	0	0	0	0	0
Infrastructure - Other	590	(36,500)	(36,500)	(9,123)	(4)	9,119
		0	0	0	0	0

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

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

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

% of Completion

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

Assets	Account Number	Balance Sheet Category	Job Number	Adopted Annual Budget	Amended Annual Budget	YTD Budget	Total YTD	Variance (Under)/Over
				$	$	$	$	$
				0	0	0	0	0
				0	0	0	0	0
				(2,595,044)	(2,595,044)	(323,628)	(70,466)	253,162

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

FINANCING ACTIVITIES
NOTE 9
LOAN DEBENTURE BORROWINGS AND FINANCING

(a) Information on Loan Debenture Borrowings

		New Loans			Principal Repayments			Principal Outstanding			Interest & Guarantee Fee Repayments		
Particulars/Purpose	01 Jul 2026	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	84,946	0	0	0	0	56,202	56,202	84,946	28,744	28,744	36	3,030	3,030
Loan 119 - Park Cottages	47,344	0	0	0	7,689	15,435	15,435	39,655	31,909	31,909	349	1,206	1,206
	132,290	0	0	0	7,689	71,637	71,637	124,601	60,653	60,653	384	4,236	4,236
Total	132,290	0	0	0	7,689	71,637	71,637	124,601	60,653	60,653	384	4,236	4,236
Current loan borrowings	70,832							63,142					
Non-current loan borrowings	68,342							68,342					
	139,173							131,484					

All debenture repayments were financed by general purpose revenue.

(b) Information on Financing

		New Financing			Lease Financing Principal Repayments			Lease Financing Principal Outstanding			Lease Financing Interest Repayments		
Particulars/Purpose	01 Jul 2026	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	0	0	0	0	0	0	0	0	0	0	0	0	0
Economic Services													
Matrix Cardio Equipment	9,060	0	0	0	6,004	9,060	9,060	3,056	0	0	182	218	218
Other Property & Services													
Lease 3 - Canon Photocopier	0	0	0	0	0	0	0	0	0	0	0	0	0
	9,060	0	0	0	6,004	9,060	9,060	3,056	0	0	182	218	218
Total	9,060	0	0	0	6,004	9,060	9,060	3,056	0	0	182	218	218
Current financing borrowings	9,060							3,056					
Non-current financing borrowings	0							0					
	9,060							3,056					

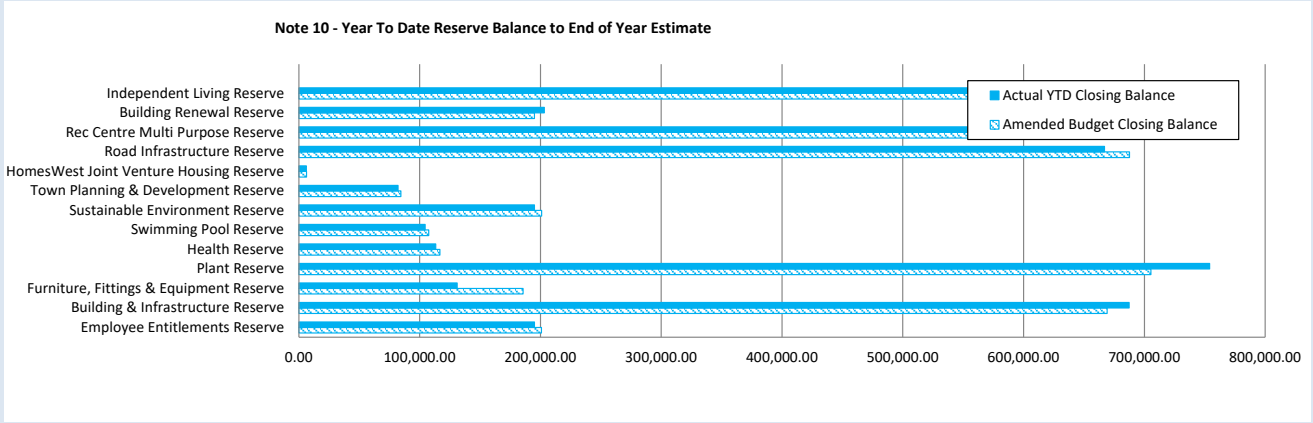
SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

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
	$	$	$	$	$	$	$	$	$
Employee Entitlements Reserve	192,855.13	8,010.00	2,092.56	0.00	0.00	0.00	0.00	200,865.13	194,947.69
Building & Infrastructure Reserve	676,053.68	28,077.00	11,299.72	0.00	0.00	(35,000.00)	0.00	669,130.68	687,353.40
Furniture, Fittings & Equipment Reserve	130,157.86	5,406.00	882.62	50,000.00	0.00	0.00	0.00	185,563.86	131,040.48
Plant Reserve	744,545.24	30,922.00	9,520.00	0.00	0.00	(70,000.00)	0.00	705,467.24	754,065.24
Health Reserve	112,103.97	4,656.00	1,216.37	0.00	0.00	0.00	0.00	116,759.97	113,320.34
Swimming Pool Reserve	103,210.51	4,286.00	1,296.01	0.00	0.00	0.00	0.00	107,496.51	104,506.52
Sustainable Environment Reserve	192,978.96	8,015.00	2,093.90	0.00	0.00	0.00	0.00	200,993.96	195,072.86
Town Planning & Development Reserve	81,114.48	3,369.00	880.13	0.00	0.00	0.00	0.00	84,483.48	81,994.61
HomesWest Joint Venture Housing Reserve	6,107.49	254.00	66.27	0.00	0.00	0.00	0.00	6,361.49	6,173.76
Road Infrastructure Reserve	660,244.86	27,421.00	6,729.91	0.00	0.00	0.00	0.00	687,665.86	666,974.77
Rec Centre Multi Purpose Reserve	666,376.63	27,676.00	6,579.43	0.00	0.00	0.00	0.00	694,052.63	672,956.06
Building Renewal Reserve	201,558.80	8,371.00	1,535.97	0.00	0.00	(15,000.00)	0.00	194,929.80	203,094.77
Independent Living Reserve	687,150.35	28,537.00	6,859.09	0.00	0.00	0.00	0.00	715,687.35	694,009.44
	4,454,457.96	**185,000.00**	**51,051.98**	**50,000.00**	**0.00**	**(120,000.00)**	**0.00**	**4,569,457.96**	**4,505,509.94**

KEY INFORMATION



SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

Other Current Liabilities	Note	Opening Balance 1 Jul 2026	Liability Increase	Liability Reduction	Closing Balance 30 Sep 2026
		$	$	$	$
Other Liabilities					
- Contract Liabilities	**12**	0	0	0	0
- Capital Grant/Contribution Liabilities	**13**	0	286,084	(30,409)	255,675
Total Other liabilities		0	286,084	(30,409)	**255,675**
Less non-current unspent grants, contributions and reimbursements		0	0	0	**0**
Total current unspent grants, contributions and reimbursements		0	286,084	(30,409)	**255,675**
Employee Related Provisions					
Annual leave		117,602	0	0	117,602
Long service leave		111,640	0	0	111,640
Annual leave oncosts		17,288	0	0	17,288
Long service leave oncosts		16,053	0	0	16,053
Total Provisions		262,583	0	0	**262,583**
Total Other Current Liabilities					**518,258**

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 SEPTEMBER 2026

NOTE 12
GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Grant, Subsidies and Contributions Liability					Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2026	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Sep 2026	Current Liability 30 Sep 2026	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	$	$	$	$	$	$	$	$	$
General purpose funding									
Grants Commission - General/Roads (WALGGC)	0	0	0	0	0	263,241	263,241	0	69,566
Grants Commission - Roads (WALGGC)	0	0	0	0	0	117,407	117,407	0	29,473
Law, order, public safety									
DFES Grant - Operating Bush Fire Brigade	0	0	0	0	0	56,700	56,700	14,175	15,254
Transport									
Direct Grant (MRWA)	0	0	0	0	0	226,443	226,443	226,443	226,443
	0	**0**	**0**	**0**	**0**	**663,791**	**663,791**	**240,618**	**340,736**
Other property and services									
Admin staff contributions received from other local authorities for LSL paid	0	0	0	0	0	0	0	0	14,658
	0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**14,658**
TOTALS	**0**	**0**	**0**	**0**	**0**	**663,791**	**663,791**	**240,618**	**355,394**

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

NOTE 13
CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

	Capital Grants, Subsidies and Contributions Liability					Capital Grants, Subsidies and Contributions Revenue			
Provider	Liability 1 Jul 2026	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Sep 2026	Current Liability 30 Sep 2026	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	$	$	$	$	$	$	$	$	$
Transport				0					
R2R Grant - Old Beverley West Road (R2R)	0	0	0	0	0	121,393	121,393	0	0
R2R Grant - Dangin Terrace (R2R)	0	0	0	0	0	116,000	116,000	0	0
R2R Grant - Walker Street (R2R)	0	0	0	0	0	100,000	100,000	0	0
R2R Grant - Cubbine Rd, Cubbine (R2R)	0	0	0	0	0	120,000	120,000	0	0
R2R Grant - Kellerberrin-Yoting Rd (R2R)	0	0	0	0	0	120,000	120,000	0	0
RRG Grant - Bulyee - Quairading Road 25/26	0	178,851	(30,409)	148,442	148,442	447,129	447,129	0	30,409
WSFN Grant - Dangin - Mears Dvment Funds	0	0	0	0	0	15,159	15,159	3,789	0
WSFN Grant - Dangin - Mears	0	107,233	0	107,233	107,233	268,083	268,083	67,020	0
R2R - Wood Street	0	0	0	0	0	100,000	100,000	0	0
	0	**286,084**	**(30,409)**	**255,675**	**255,675**	**1,407,764**	**1,407,764**	**70,809**	**30,409**
Capital Contributions									
	0	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total capital grants, subsidies and contributions	**0**	**286,084**	**(30,409)**	**255,675**	**255,675**	**1,407,764**	**1,407,764**	**70,809**	**30,409**

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY **NOTE 14**
FOR THE PERIOD ENDED 30 SEPTEMBER 2026 **BONDS & DEPOSITS AND TRUST FUNDS**

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

Trust funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 01 Jul 2026	Amount Received	Amount Paid	Closing Balance 30 Sep 2026
		$	$	$
Restricted Cash - Bonds and Deposits				
Building Services Levy (BSL)	(65.35)	333.75	(390.40)	**(122.00)**
Construction Training Fund (CTF)	1,310.08	0.00	0.00	**1,310.08**
Councillor Nomination Fee	0.00	0.00	0.00	**0.00**
Key, Hall & Equipment Bonds	6,268.55	6,250.00	(5,625.00)	**6,893.55**
Unclaimed Monies	1,152.50	0.00	0.00	**1,152.50**
Department of Transport Licensing	(1,638.99)	104,777.35	(103,966.70)	**(828.34)**
Other Bonds & Deposits/Cuneata Rise	34,411.35	250.00	(9,650.00)	**25,011.35**
Caravan Park Cabin Bonds	0.00	0.00	0.00	**0.00**
Community Bus Bonds	541.30	0.00	0.00	**541.30**
Rental Bonds	1,958.00	1,600.00	(1,840.00)	**1,718.00**
Animal Trap Bonds	0.00	0.00	0.00	**0.00**
Sub-Total	43,937.44	113,211.10	(121,472.10)	**35,676.44**
Trust Funds				
Nil	0.00	0.00	0.00	**0.00**
Sub-Total	0.00	0.00	0.00	**0.00**
	43,937.44	**113,211.10**	**(121,472.10)**	**35,676.44**

KEY INFORMATION

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

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 2026/27 year is $10,000 and 10%.

Favourable Variance. ▲
Unfavourable Variance. ▼

Community Amenities	Var. $	Var. %	Var. ▲▼	Significant Var. S	Timing/ Permanent	Explanation of Variance
Revenue from operating activities						
General Purpose Funding - Other	51,870	73%	▲	S	Timing	Quarterly Payments to be received
Community Amenities	118,794	243%	▲	S	Timing	Domestic Refuse Collection Charges not due until Rates Due 14.10.26
Other Property and Services	39,688	172%	▲	S	Permanent	
Expenditure from operating activities						
Governance	10,412	5%	▲		Timing	
General Purpose Funding	6,577	16%	▲		Timing	
Law, Order and Public Safety	30,728	37%	▲	S	Timing	
Health	(93,090)	(72%)	▼	S	Timing	
Education and Welfare	14,496	16%	▲	S	Timing	
Housing	13,370	13%	▲	S	Timing	
Recreation and Culture	93,963	27%	▲	S	Timing	
Transport	342,327	40%	▲	S	Timing	
Economic Services	88,544	35%	▲	S	Timing	
Other Property and Services	(91,068)	(130%)	▼	S	Timing	
INVESTING ACTIVITIES						
Capital Grants, Subsidies and Contributions	(40,400)	(57%)	▼	S	Timing	
Proceeds from Disposal of Assets	10,253	41%	▲	S	Timing	
Plant and Equipment	28,033	80%	▲	S	Timing	Plant purchases underway but not yet spent
Infrastructure Assets - Roads	217,818	79%	▲	S	Timing	Minimal Road Projects started, see Capital Works Note 8

SHIRE OF QUAIRADING - ANNUAL BUDGET REVIEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

NOTE 16
BUDGET AMENDMENTS

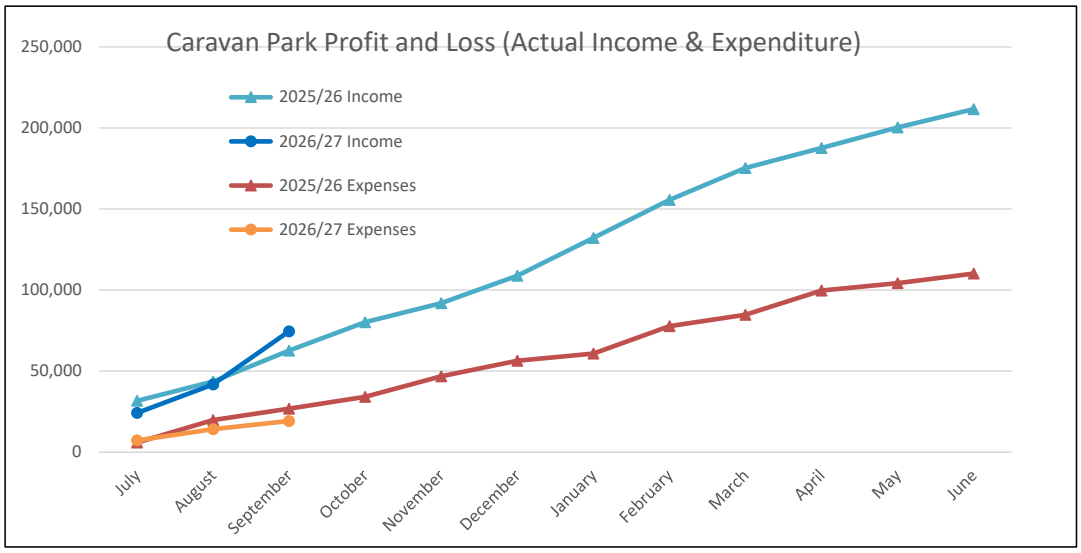
GL Code	IE Code	Job #	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
						$	$	$	$
			Budget Adoption		Closing Surplus/(Deficit)		244,365		244,365
			Following EOY Adjustments		Opening Surplus(Deficit)			0	0
						0	**244,365**	**0**	**244,366**

KEY INFORMATION

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

NOTE 17
CARAVAN PARK

Caravan Park Profit and Loss	YTD Bookings	YTD Actual	YTD Budget (Amended)	Annual Budget (Original)	Annual Budget (Amended)	Annual (Amd) Var %
INCOME						
Caravan Park Charges	77	$ 23,534.49	$ 16,242.00	$ 65,000.00	$ 65,000.00	36%
Cabin and Unit Charges	382	$ 33,836.01	$ 33,735.00	$ 135,000.00	$ 135,000.00	25%
Cabin and Unit Charges	73	$ 16,632.77	$ 11,250.00	$ 45,000.00	$ 45,000.00	37%
Fees, Charges & Reimbursements		$ 608.18	$ -	$ -	$ -	0%
TOTAL INCOME	**532**	**$ 74,611.45**	**$ 61,227.00**	**$ 245,000.00**	**$ 245,000.00**	**30%**
EXPENDITURE						
Caravan Park						
Salaries & Wages		$ 1,929.92	$ 4,713.00	$ 18,876.00	$ 18,876.00	10%
Materials & Contracts		$ 2,506.87	$ 3,447.00	$ 13,800.00	$ 13,800.00	18%
Utilities & Insurance		$ 1,190.39	$ 5,172.00	$ 20,700.00	$ 20,700.00	6%
Caravan Park Total		**$ 5,627.18**	**$ 13,332.00**	**$ 53,376.00**	**$ 53,376.00**	**11%**
Cabins (3x 2 bedroom Cabins)						
Salaries & Wages		$ 2,198.65	$ 5,082.00	$ 20,385.00	$ 20,385.00	11%
Materials & Contracts		$ 761.73	$ 123.00	$ 500.00	$ 500.00	152%
Utilities & Insurance		$ 2,512.39	$ 2,893.00	$ 11,641.76	$ 11,641.76	22%
Cabins Total		**$ 5,472.77**	**$ 8,098.00**	**$ 32,526.76**	**$ 32,526.76**	**17%**
Chalets (2 x 1 bedroom Chalets)						
Salaries & Wages		$ 2,198.65	$ 5,082.00	$ 20,385.00	$ 20,385.00	11%
Materials & Contracts		$ 761.73	$ 123.00	$ 500.00	$ 500.00	152%
Utilities & Insurance		$ 2,512.39	$ 2,893.00	$ 11,641.76	$ 11,641.76	22%
Cabins Total		**$ 5,472.77**	**$ 8,098.00**	**$ 32,526.76**	**$ 32,526.76**	**17%**
Caretaker Reception						
Salaries & Wages		$ 487.80	$ 7,545.00	$ 30,200.00	$ 30,200.00	2%
Materials & Contracts		$ 1,367.69	$ 747.00	$ 3,000.00	$ 3,000.00	46%
Utilities & Insurance		$ 1,198.39	$ 1,146.00	$ 4,601.01	$ 4,601.01	26%
Caretaker Reception Total		**$ 3,053.88**	**$ 9,438.00**	**$ 37,801.01**	**$ 37,801.01**	**8%**
Units (4x 1 bedroom units)						
Salaries & Wages		$ 1,146.01	$ 5,460.00	$ 21,895.00	$ 21,895.00	5%
Materials & Contracts		$ 1,523.46	$ 1,494.00	$ 6,000.00	$ 6,000.00	25%
Utilities & Insurance		$ 2,491.11	$ 909.00	$ 3,678.18	$ 3,678.18	68%
Units Total		**$ 5,160.58**	**$ 7,863.00**	**$ 31,573.18**	**$ 31,573.18**	**16%**
TOTAL EXPENDITURE		**$ 19,314.41**	**$ 38,731.00**	**$ 155,276.95**	**$ 155,276.95**	**12%**
Closing Funding Surplus(Deficit)		**$ 55,297.04**	**$ 22,496.00**		**$ 89,723.05**	**62%**


Caravan Park Profit and Loss (Actual Income & Expenditure)
250,000
200,000
150,000
100,000
50,000
0
2025/26 Income
2026/27 Income
2025/26 Expenses
2026/27 Expenses
July
August
September
October
November
December
January
February
March
April
May
June

11.3 2027/2028 Category 1 Local Roads Program Funding Review

Responsible Officer	Nic Warren, Chief Executive Officer
Reporting Officer	Nic Warren, Chief Executive Officer
Attachments	Nil
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

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OFFICER RECOMMENDATION

That Council:

1. Notes the State Government review of Category 1 funding under the Local Roads Program and the proposed reduction to 2027/2028 indicative allocations;
2. Authorises the Chief Executive Officer to write to the State Road Funds to Local Government Advisory Committee to advise that Council:
    a) Expresses concern that a broad reduction applied without sufficient regard to historical delivery performance may unfairly penalise Regional Road Groups and Local Governments that have consistently met their program delivery obligations;
    b) supports a fair and evidence-based allocation methodology that recognises demonstrated delivery performance and capacity, and avoids disadvantaging high-performing Regional Road Groups due to under-expenditure in other regions; and
    c) requests that any analysis used to determine proposed Category 1 and Category 2 funding adjustments be based on a representative three-year average of expenditure and delivery performance, rather than a single financial year, to support a fair, balanced and objective review of the funding allocation framework; and
    d) requests that the review establish a more timely and transparent mechanism for identifying and offering unspent or at-risk funds to other Local Governments with demonstrated operational and financial capacity to deliver additional eligible projects within the required timeframe, so that available funding is actively utilised rather than remaining unspent.

IN BRIEF

The State Government has reviewed and determined the Category 1 funding under the Local Roads Program Funding will be held at the 2025/2026 level for the final two years of the current Agreement. The decision was based on continuing under-expenditure in Category 1 programs delivered by local governments, particularly Road Project Grants and State Black Spot grants. It has been advised the 2026/2027 program will remain unchanged and therefore the indicative funding for 2027/2028 is expected to reduce by approximately $34.22 million, or about 15 per cent.

The State Road Funds to Local Government Advisory Committee is currently considering how to apply the reduction, with no information available at the time of writing the report as to whether the 15% reduction will impact the Shire of Quairading's expected funding for 2027/2028.

MATTER FOR CONSIDERATION

For Council to note the potential impact on Shire finances in the 2027/2028 financial year and to advocate to the State Road Funds to Local Government Advisory Committee that the reduction in in funding due to continued underspend by Local Governments does not impact Local Governments that expend their full funding allocation

BACKGROUND

The State Government has reviewed grant programs under the State Road Funds to Local Government Agreement to better align grant expenditure estimates with actual project delivery. The review identified continuing under-expenditure in Category 1 programs delivered by local governments, particularly Road Project Grants and State Black Spot grants, including an under-expenditure of approximately $48 million in 2025/2026.

As a result, Category 1 funding will be held at the 2025/2026 level for the final two years of the current Agreement. The 2026/2027 program will remain unchanged; however, the full adjustment will be applied to the 2027/2028 allocations. Category 1 indicative funding is expected to reduce by approximately $34.22 million, or about 15 per cent, with the equivalent growth funding redirected to Category 2 State Initiatives. Overall funding under the Agreement remains at 20 per cent of Motor Vehicle Licence Fee revenue.

The final effect on individual programs and Regional Road Groups has not yet been determined. The State Advisory Committee is considering allocation options based on regional allocations, expenditure history, delivery performance and delivery capacity, with indicative 2027/2028 allocations targeted for release in mid-October 2026. Regional Road Groups have been advised to continue normal program development and prioritisation while retaining flexibility to stage, rephase or pause new commitments once final allocations are known, with existing approved projects to be protected where possible.

The Shire of Quairading has a strong history of expending its Local Roads Program Funding, and in 2025/2026 expended an additional allocation for shovel ready projects, with the today additional project fund equalling $755,501. A reduction in funding for the 2027/2028 program could have significant impact on the Shire's financial position and will impact the Shire's ongoing road maintenance program.

The Western Australian Local Government Association's "Report on Local Government Road Assets and Expenditure 2024-2025" states there is a $325.5 million shortfall between what Local Government spend on local roads compared to what is required to maintain roads at their current condition. The Report further states "*The Local Government sector in WA clearly does not have the financial resources required to fully maintain its road network and to keep up with its road improvement needs.*" This shows that any reduction in road funding to Local Governments will further the gap between.

It is noted the decision to retain funding at 2025/2026 levels is based on an underspend by Local Government, however it is vital that the locations and reasons for the underspend is considered when determining how to apply the reduction in expected funding in 2027/2028.

Funding from the Local Roads Program is delivered to Local Government via Regional Road Groups, who are allocated funding via the State Road Funds to Local Government Advisory Committee. The concern is that applying a broad, uniform reduction across all Regional Road Groups would not adequately recognise differing levels of delivery performance and may unfairly penalise regions that have consistently met their program delivery obligations. Any revised allocation methodology should distinguish between persistent under-delivery and demonstrated delivery capacity, so that high-performing Regional Road Groups are not disadvantaged by expenditure outcomes arising elsewhere.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Potential reduction of expected Local Roads Program funding for 2027/2028.

ALIGNMENT WITH STRATEGIC PRIORITIES

3.1 Our Built Infrastructure: Well maintained and safe road and footpath infrastructure

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

1.3 Infrastructure and Operational Risks: Road Infrastructure and Maintenance

RISK ASSESSMENT

	Option 1
Financial	Medium *Reduction of funding for local roads program for 2027/2028 could impact Shire finances.*
Health	Nil
Reputation	Medium *Reduction in funding will reduce road preservation within the Shire, leading to higher risk of reputational damage due to deteriorated road network.*
Operations	Medium *Reduction in Local Road Program funds may require funding to be allocated from other areas in the Shire, reducing capacity in these areas.*
Natural Environment	Nil

	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 Quartely 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

It is noted the State Road Funds to Local Government Advisory Committee are currently considering the allocation of funding and there is potential for a decision to be made prior to this item being considered, however it is still deemed relevant to provide Council's concerns post potential decision, in the event this type of adjustment is made in the future.

11.4 Fee & Charges, Abandonded and Impounded Vehicles

Responsible Officer	Nic Warren, Chief Executive Officer
Reporting Officer	Sarah Caporn, Executive Manager, Works & Services
Attachments	Nil
Voting Requirements	Absolute Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

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OFFICER RECOMMENDATION

That Council:

1. Endorse the proposed Impounded Vehicle fees and charges:
   (a) $100 Vehicle Impound Fee
   (b) $400 Towing Fee, and
   (c) $20 Storage Fee – (per vehicle per day, commencing from and applied after the first full day post impounding).
2. That the fees be added to the 2026/27 Fees & Charges, with commencement date of 16th November 2026 and instruct the CEO to commence public notice as per section 6.19 of the Local Government Act 1995.

IN BRIEF

The Shire's contract ranger has processed the impounding of vehicles within the Quairading townsite on three occasions in recent months, either due to breaches of the *Local Government Act 1995* or *Activities in Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2016.*

Council is requested to consider a fee to support removal and daily storage fees for abandoned vehicles lawfully taken into the Shire's custody.

The purpose is to recover reasonable costs from the responsible owner, reduce the burden on ratepayers and encourage prompt collection rather than indefinite storage at public expense.

MATTER FOR CONSIDERATION

To consider adding a Vehicle Impound Fee, Towing Fee, and Storage Fee to the 2026/27 Fees & Charges and establishing a transparent, consistent process for their application.

Council is asked to support cost recovery and timely collection, while ensuring that the adopted schedule does not substitute for the statutory authority required to remove, hold, release or dispose of a particular vehicle.

Section 6.16 of the *Local Government Act 1995* requires an absolute majority to impose fees and Section 6.19 requires local public notice of fees introduced after budget adoption and their proposed commencement date.

BACKGROUND

Abandoned or improperly parked vehicles can obstruct access, detract from public amenity and create safety or environmental concerns. Where lawful removal is necessary, associated work may include inspection, attempts to identify and contact the owner, statutory notices, arranging towing, recording the vehicle's condition, secure storage and supervised release. Storage also occupies space that could otherwise support Shire operations.

Without appropriate cost recovery, these expenses fall on the broader community, rather than the person responsible for the vehicle.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Local Law - Activities in Thoroughfares and Trading in Thoroughfares and Public Places 2016.

POLICY IMPLICATIONS

The *Local Government Act 1995* and the *Activities in Thoroughfares and/or Trading in Thoroughfares and Public Places 2016* specifies the regulatory requirements for the impounding of vehicles breaching the relevant requirements.

A written operating procedure will be considered by the CEO to ensure consistent application of identification, notices, removal authorisation, condition records, storage accounting and release arrangements.

Owner notices should state the lawful basis for removal, itemised charges, the daily storage rate and commencement time, collection arrangements and applicable review or enquiry options. Reasonable collection opportunities should be available.

Nil

FINANCIAL IMPLICATIONS

The Shire's contracted WA Ranger Services recommended implementing a dollar figure as the fee rather than cost plus an admin fee so that the fees can be immediately imposed rather than waiting for a private towing contractor to calculate, generate and send an invoice.

These fees offset expenditure otherwise borne by ratepayers. They are not intended to be a source of revenue but incentivise vehicle owners to collect their property in a timely manner. Full cost recovery is not assured where owners cannot be identified or vehicles have little value. Disposal proceeds will be minimal and must be accounted for under the applicable statutory requirements.

ALIGNMENT WITH STRATEGIC PRIORITIES

3.2 **Our Built Infrastructure**: Financially viable and sustainable approach to Shire Asset Management

5.2 **Our Governance and Leadership**: Strong financial and governance performance

CONSULTATION

Officers sought advice from the Shire's contracted ranger services and considered fees implemented by comparable local governments when preparing this item for Council.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

3.1 Governance, Financial and Compliance Risks: Financial Viability and Asset Management

RISK ASSESSMENT

Financial	MEDIUM *Unrecovered expenses burden ratepayers; unsupported charges may be challenged. Mitigation: documented costs, lawful recovery, itemised accounts and annual review.*
Health	LOW *Vehicle hazards require competent towing, condition assessment, controlled access and safe collection arrangements.*
Reputation	MEDIUM *Unclear fees or inconsistent treatment may cause complaints. Mitigation: published charges, prompt notices, documented decisions and enquiry and hardship processes.*
Operations	HIGH *Long-term Shire custody of vehicles restricts yard capacity. Mitigation: early owner contact, collection appointments, a vehicle register and lawful escalation.*
Natural Environment	LOW *Leaks may contaminate storage areas. Mitigation: inspections, suitable containment and lawful disposal through appropriate providers.*

	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 Quartely 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 strongest justification for these charges is that the community should not subsidise avoidable vehicle removal and indefinite private storage. Towing creates a direct expense, while custody continues to consume space and resources for as long as the vehicle remains uncollected. A one-off removal charge addresses the initial cost but provides little continuing incentive to collect the vehicle. A clearly notified daily storage charge links the owner's liability to the length of custody and encourages timely contact and collection, helping preserve yard capacity for Shire operations.

The objective should be prompt resolution and reasonable cost recovery, not punishment or revenue generation. Charges that rapidly exceed a vehicle's value may discourage collection rather than encourage it. Early notification, reasonable collection access and properly authorised hardship arrangements should therefore accompany the daily charge. Storage should not accrue for avoidable delays caused by the Shire, and the charging period must end when custody ends.

Retaining no charge may leave removal and custody costs with ratepayers and provide no financial incentive for early collection. Charging towing alone would address only the initial expense. A removal charge combined with a reasonable daily storage charge is therefore preferred, subject to the safeguards above. Council will retain oversight through the annual review of the fees and charges and can compare against actual costs, average storage duration, collection outcomes and unpaid balances.

11.5 Fees & Charges, Doodenanning & Pantapin Halls

Responsible Officer	Nic Warren, Chief Executive Officer
Reporting Officer	Sarah Caporn, Executive Manager, Works & Services
Attachments	Nil
Voting Requirements	Absolute Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

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OFFICER RECOMMENDATION

1. That Council endorse proposed hire charge of $40 per day for Doodenanning and Pantapin Halls with cleaning and rubbish removal to be the responsibility of the hirer.
2. That hall hire remains free for meetings of the related Catchment Group and Bush Fire Brigade.
3. That the fees be added to the 2026/27 Fees & Charges, with commencement date of 16th November and for the CEO to commence public notice as required under section 6.19 of the Local Government Act 1995.

IN BRIEF

This report was initiated by a proposal for the Doodenanning Hall but would also apply to Pantapin Hall. Both buildings are listed on the Shire's Asset Register.

The Shire has received notice from the Doodenanning Sports Club Inc. of their decision to deregister.

The now-defunct Committee intend to hand back the management of the Doodenanning Hall to the Shire.

There are several family groups who hire the hall throughout the year which they and the Committee would like to continue.

The Shire intends to limit its operation of Doodenanning Hall to basic asset management obligations.

It is the intention for the Shire to add a minimal hire charge for all the outlying Halls into the Fees and Charges with the understanding that hirers find the venues as is, where is and that they clean and take away any rubbish.

MATTER FOR CONSIDERATION

Council is requested to introduce a minimal hire charge for outlying halls, with hirers accepting the venues on an 'as is, where is' basis, undertaking any pre and post venue cleaning and removing all rubbish.

Section 6.16 of the Local Government Act 1995 requires an absolute majority to impose fees and Section 6.19 requires local public notice of fees introduced after budget adoption and their proposed commencement date.

BACKGROUND

The associated community group handed back responsibility for the Pantapin Hall some years ago. Mains electricity has been disconnected, and the Shire has minimal ongoing commitments or responsibilities.

The Shire has only recently been approached regarding management of the Doodenanning Hall. Mains electricity is still connected. The Hall has several regular hirers including a group from Cunderdin and a family with connections to burials in the Doodenanning Cemetery. The former Committee and these hirers would like their access to continue for the short to medium term.

The Doodenanning Hall is a simple single room unlined weatherboard structure with a kitchen annex, connected male and female toilets and 14KL rainwater tank. The adjacent tennis courts have fallen into disrepair along with the golf course. There is a small amount of furniture and property which the committee has donated.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The proposed hire charge provides a contribution towards the Shire's costs associated with these assets. The fee does not remove the Shire's asset management obligations for maintaining the building, but a higher fee would imply some operational requirements of Shire staff such as cleaning of the hall prior to a hire which will impact other priority areas and task scheduling for an outlying venue approximately 37km from the Quairading townsite. These outlying halls are not used very regularly so are not anticipated to generate substantial income.

ALIGNMENT WITH STRATEGIC PRIORITIES

3.2 Our Built Infrastructure: Financially viable and sustainable approach to Shire Asset Management

5.2 Our Governance and Leadership: Strong financial and governance performance

CONSULTATION

Officers consulted members of the recently defunct Doodenanning Sports Club Inc committee.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

3.1 Governance, Financial and Compliance Risks: Financial Viability and Asset Management

RISK ASSESSMENT

Financial	Low *Hire income is not intended to cover all related costs but will provide a contribution towards operational costs, mainly supply charges for the mains power connection.*
Health	Low *The Shire will establish a process for reporting and addressing building defects. Acceptance on an 'as is, where is' basis will not be a substitute for addressing safety or maintenance concerns.*
Reputation	Medium *Users may misunderstand the new charge and the level of service provided by the Shire. Proposed controls are to clearly communicate the commencement date, fee, available facilities and hirer responsibilities, and apply the adopted arrangements consistently at both halls. The EMWS will also communicate eligible free meetings to the relevant community groups.*
Operations	Low *The management transition at Doodenanning Hall may create uncertainty about bookings, access, fee collection and maintenance responsibilities. Proposed controls are to document the handover and existing bookings, nominate a booking contact, establish access and payment arrangements, and advise hirers of venue-specific limitations before confirming use.*
Natural Environment	Low *Rubbish left after hire could affect the hall grounds and surrounding environment. Proposed controls are to include the requirement for hirers to remove all rubbish in the hire conditions, communicate this requirement when bookings are made, and establish follow-up arrangements where the venue is not left clean.*

	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 Quartely 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

Once asset management data is available and the long-term costs of ongoing management of these halls is known, Council may consider the divestment of these and other Council assets to reduce ongoing maintenance liabilities, however this would require a fully informed decision and take into consideration community impacts.

ITEM 12 MATTERS FOR CONSIDERATION – GOVERNANCE & ADMINISTRATION

12.1 Council meeting dates for the 2027 calendar year

Responsible Officer	Nic Warren, Chief Executive Officer
Reporting Officer	Marion Haeusler, Manager of Governance
Attachments	Nil
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council:

1. In accordance with s. 5.4(b) of the *Local Government Act 1995* adopt the following dates for the 2027 Ordinary Council Meetings commencing at 3.15 pm in the Council Chambers in Quairading:
   Thursday, 25th February 2027
   Thursday, 25th March 2027
   Thursday, 29th April 2027
   Thursday, 27th May 2027
   Thursday, 24th June 2027
   Thursday, 29th July 2027
   Thursday, 26th August 2027
   Thursday, 30th September 2027
   Thursday, 28th October 2027
   Thursday, 25th November 2027
   Thursday, 16th December 2027

2. adopt the following dates for the 2027 Audit, Risk and Improvement Committee meetings commencing at 5.00 pm in the Council Chambers in Quairading:
   Tuesday, 9th February 2027
   Tuesday, 11th May 2027
   Tuesday, 10th August 2027
   Tuesday, 9th November 2027

3. direct the CEO to publish the Council and Committee meeting dates, times, and location on the Shire's website in accordance with r.12(2) of the *Local Government (Administration) Regulations 1996,* in the Banksia Bulletin and on the Shire's social media pages.

IN BRIEF

The *Local Government (Administration) Regulations 1996*, r.12(2) require Council to publish meeting details of council and committee meetings for the following calendar year. Officers have prepared a suggested meeting schedule for Council to adopt in accordance with s. 5.4(b) of the *Local Government Act 1995*. The suggested schedule is based on previous convention.

MATTER FOR CONSIDERATION

Councillors have the opportunity to endorse or reconsider a day and start time for their Ordinary Council Meetings and Audit, Risk and Improvement Committee meetings that will suit the majority of elected members.

BACKGROUND

Ordinary Council Meetings are currently held on the last Thursday of the month, except in January and December for the following reasons:

- In 2007 Council resolved to not hold an Ordinary Council Meeting in January to enable a holiday recess for Elected Members and Council Officers.
- December meetings are held earlier in the month to allow for the Shire's Christmas closure period.

According to the following schedule of Public Holidays in WA for the 2027 calendar year, no Public Holiday coincides with the regular meeting schedule for both Ordinary Council Meetings and Audit, Risk and Improvement Committee Meetings:

	2027
New Year's Day	Friday, 1st January
Australia Day	Tuesday, 26th January
Labour Day	Monday, 1st March
Good Friday	Friday, 26th March
Ester Sunday	Sunday, 28th March
Easter Monday	Monday, 29th March
Anzac Day	Sunday, 25th April & Monday, 26th April
Western Australia Day	Monday, 7th June
King's Birthday	Monday, 27th September
Christmas Day	Saturday, 25th December & Monday, 27th December
Boxing Day	Sunday, 26th December & Tuesday 28th December

The Audit & Risk Committee Meeting is currently held four times a year on the second Tuesday of the allocated month.

Every October, Council set the meeting schedule for the next calendar year. This allows Council to take into consideration preferred meeting times of elected Councillors.

According to the *Local Government (Administration) Regulations 1996* the CEO is to publish meeting details for Ordinary Council Meetings and committee meetings open to members of the public to the Shire website for public information before the commencement of the calendar year in which the meetings are to be held. Officers recommend the additional publication in other types of media to inform a greater number of community members.

Council may vary the date and time of a scheduled meeting provided notice of the change is given to the public as soon as practicable in accordance with r.12(3) of the Administration Regulations.

STATUTORY ENVIRONMENT

Local Government Act 1995

s.5.4. Calling council meetings

An ordinary or a special meeting of a council is to be held —

(a) if called for by either —

(i) the mayor or president; or

(ii) at least 1/3 of the councillors,

in a notice to the CEO setting out the date and purpose of the proposed meeting; or

(b) if so decided by the council.

Local Government (Administration) Regulations 1996

r.12. Publication of meeting details (Act s. 5.25(1)(g))

(1) In this regulation —

meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.

(2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —

(a) ordinary council meetings;

(b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There are no financial implications associated with the setting of Council and Committee Meeting dates.

ALIGNMENT WITH STRATEGIC PRIORITIES

5.1 Our Governance and Leadership: Positive community interactions

5.3 Our Governance and Leadership: Strong Council leadership

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Nil

RISK ASSESSMENT

	Option 1
Financial	Nil
Health	Nil
Reputation	Medium *It is a statutory requirement for Council to publish Council and Committee Meeting dates on the Shire website for public information prior to the beginning of the year.* *Officers schedule the setting of the meeting dates each year at a time that allows Council to meet those requirements.*
Operations	Low *Within ordinary administration operations.*
Natural Environment	Nil

	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 Quartely 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

12.2 Social Media Policy

Responsible Officer	Nic Warren, Chief Executive Officer
Reporting Officer	Jen Green, Executive Manager, Community and Development
Attachments	1. Social Media Policy ⇩ 2. Social Media Strategy (Rescinding) ⇩
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

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OFFICER RECOMMENDATION

That Council:

1. Adopts the Shire of Quairading Social Media Policy, as presented in Attachment 1, to replace the Social Media Strategy.
2. Rescinds the Shire of Quairading Social Media Strategy (Attachment 2).

IN BRIEF

This report seeks Council's endorsement to rescind the existing Social Media Strategy and adopt a new Social Media Policy.

The proposed Policy replaces the existing Strategy with a formal governance framework that establishes clear standards, responsibilities and expectations for the Shire's use and management of social media.

The Policy reflects the Shire's established use of social media as a key communication channel and supports professional, consistent and transparent engagement with the community.

MATTER FOR CONSIDERATION

Council is requested to consider rescinding the Social Media Strategy and adopting the proposed Social Media Policy in its place.

While the existing Strategy provides a framework for the Shire's approach to social media, it is considered that a formal Policy is now a more appropriate mechanism for governing its ongoing use.

A strategy generally establishes objectives and identifies how an organisation intends to achieve particular outcomes, whereas a policy establishes the principles, standards and responsibilities that guide organisational decision-making and conduct.

As social media is now embedded in the Shire's day-to-day communications, a standalone strategy is no longer considered necessary. Communication activities, including content planning, community promotion and engagement initiatives, can continue to be managed operationally within the overarching framework established by the new Policy.

The proposed Policy provides clearer direction regarding:

- Authorisation and administration of official Shire social media accounts.

- Standards for publishing accurate, professional and appropriate content.
- Community engagement, responses and moderation of public comments.
- Expectations for council members and employees when using social media in a personal capacity.
- Privacy, confidentiality, copyright, record keeping and information security.
- Management of inappropriate use and non-compliance.

Importantly, the Policy recognises the community's right to express differing opinions and provide constructive criticism, while establishing reasonable boundaries to maintain respectful and productive online engagement.

Replacing the Strategy with the proposed Policy will also avoid duplication between governance documents and provide a single, consistent reference point for the Shire's use of social media.

The Policy will be reviewed biennially to ensure it remains relevant, effective and aligned with the strategic priorities of the Shire of Quairading and the Council Plan 2026–2036.

BACKGROUND

Council adopted its Social Media Strategy in June 2024 (Resolution OCM 034-24/25) to guide its approach to communicating and engaging with the community through social media platforms.

Social media has since become an established and integral component of the Shire's communications, providing an accessible and timely means of sharing Council decisions, promoting services and community events, publishing public notices and providing updates on projects and initiatives.

With social media now forming part of the Shire's regular operations, there is an opportunity to transition from a strategy-based approach to a formal policy framework that places greater emphasis on governance, accountability, consistency and appropriate use.

The proposed Social Media Policy has been developed with reference to policies adopted by other Australian local governments and tailored to reflect the operational requirements and community context of the Shire of Quairading.

The Policy is intended to supersede the Social Media Strategy, with the Shire's ongoing social media activities and communication objectives managed operationally in accordance with the new Policy.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Rules of Conduct) Regulations 2007

State Records Act 2000

Freedom of Information Act 1992

Privacy Act 1988

POLICY IMPLICATIONS

Records Management Policy

Code of Conduct for Elected Members Committee Members and Candidates

Employee Code of Conduct

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with rescinding the Social Media Strategy or adopting the proposed Social Media Policy.

Any expenditure associated with social media advertising, paid promotions or boosting posts will continue to be managed within the allocations provided in the Shire's adopted Annual Budget.

ALIGNMENT WITH STRATEGIC PRIORITIES

1.2 **Our Community**: A growing inclusive, connected and involved community

1.6 **Our Community**: Partnerships with stakeholders to enrich club, sport and recreation options

2.1 **Our Economy**: A growing and connected business community

2.2 **Our Economy**: Enhanced tourism activity

2.3 **Our Economy**: Improved marketing and promotion

5.1 **Our Governance and Leadership**: Positive community interactions

CONSULTATION

The proposed Policy has been developed with reference to existing social media policies from other Australian local governments. The provisions have been reviewed and adapted to suit the Shire of Quairading's operational environment and relevant Western Australian local government requirements.

No external community consultation has been undertaken, as the proposed Policy primarily establishes an internal governance framework for the Shire's social media activities.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

4.2 Strategic, Social and Economic Risks: Social Challenges and Community Expectations

RISK ASSESSMENT

	Option 1
Financial	Low *No direct financial risks have been identified. Social media advertising and promotional expenditure will continue to be managed within the adopted Annual Budget.*
Health	Low *No direct health risks have been identified. The Policy supports the appropriate communication of public health, safety and emergency information.*
Reputation	Moderate *Inappropriate, inaccurate or unauthorised social media activity has the potential to negatively impact the Shire's reputation and community confidence. Replacing the existing Strategy with a formal Policy will mitigate this risk by establishing clear standards for content, conduct and moderation.*

Operations	Low *The new Policy provides clearer governance and accountability for the administration and management of official social media accounts. Rescinding the existing Strategy will also avoid duplication and potential inconsistencies between governance documents.*
Natural Environment	Nil *No direct environmental risks have been identified. Social media will continue to provide an effective digital platform for communicating environmental initiatives and community information.*

	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 Quartely 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.

SOCIAL MEDIA POLICY

1. OBJECTIVE

The objective of this Policy is to establish a clear and consistent framework for the appropriate use and management of social media by the Shire of Quairading (the Shire).

This Policy outlines the standards and responsibilities expected of council members, employees, contractors, volunteers and authorised representatives when using social media in an official capacity or when referencing the Shire in a personal capacity.

The Policy aims to ensure social media is used effectively and responsibly to support transparent communication, encourage community engagement, protect the Shire's reputation and promote the organisation's strategic objectives.

2. POLICY STATEMENT

The Shire recognises social media as an important communication and engagement tool that provides an accessible platform for sharing information, promoting community activities and strengthening relationships with residents, businesses, visitors and stakeholders.

The Shire is committed to maintaining a professional, respectful and informative social media presence that reflects its organisational values and supports open and constructive communication with the community.

All social media activity undertaken on behalf of the Shire must be accurate, timely, appropriate and consistent with Council decisions, relevant legislation, policies and procedures.

3. SCOPE

This Policy applies to:

- All council members and Shire employees.
- Contractors, consultants, volunteers and other persons authorised to represent the Shire.
- All official social media accounts established, administered or managed by the Shire.
- Personal social media activity where reference is made to the Shire, its employees, council members, operations or business, to the extent that the activity is subject to applicable legislation, codes of conduct and employment or contractual obligations.

4. DEFINITIONS

Social Media: Digital platforms and applications that enable users to create, publish, share and interact with information, opinions, images, videos and other content. This includes, but is not limited to, Facebook, Instagram, LinkedIn, YouTube, TikTok, online forums, blogs, community discussion groups and other emerging digital communication platforms.

Official Social Media Account: An account established or authorised by the Shire for the purpose of communicating and engaging with the community on behalf of the organisation.

Authorised Representative: A Shire employee or other person formally authorised by the Chief Executive Officer (CEO) to administer, publish content, respond to enquiries or moderate an official Shire social media account.

Personal Social Media Use: Social media activity undertaken by an individual in a private capacity, rather than as an authorised representative of the Shire.

5. USE OF OFFICIAL SOCIAL MEDIA

5.1 Purpose

The Shire will use its official social media platforms to:

- Communicate timely and relevant information about Council decisions, services, projects and activities.
- Promote community events, programs, initiatives and opportunities.
- Publish statutory public notifications
- Encourage community participation, consultation and engagement.
- Share important public notices, service interruptions and emergency information.
- Promote Quairading as a place to live, work, visit and invest.
- Recognise community achievements, partnerships and contributions.
- Strengthen relationships between the Shire and its community.
- Address misinformation relating to Shire operations, where appropriate.

5.2 Alignment with Council Plan 2026–2036

This Policy supports the strategic direction of the Shire of Quairading Council Plan 2026–2036 by promoting transparent communication, effective community engagement and accountable civic leadership.

Through the responsible use of social media, the Shire aims to strengthen community connections, encourage participation in local decision-making, promote economic and community development opportunities, and ensure residents and stakeholders have access to timely and relevant information.

The Policy supports the Council Plan's broader vision for generational prosperity, economic growth, environmental sustainability and community through partnership, civic leadership and collective action.

5.3 Authorisation and Administration

Only representatives authorised by the CEO may create, administer, publish content, respond to enquiries or moderate official Shire social media accounts.

The establishment of any new social media account representing the Shire must receive prior approval from the CEO.

Authorised representatives are responsible for ensuring that content published on official accounts complies with this Policy and any associated internal procedures.

Access to official social media accounts must be appropriately managed to protect the security and integrity of the Shire's digital communications.

5.4 Content Guidelines

All content published on official Shire social media platforms must:

- Be accurate, relevant and appropriate for public distribution.
- Reflect the Shire's values, strategic direction and Council decisions.
- Use clear, accessible and respectful language.
- Comply with relevant legislation, including copyright, privacy and defamation requirements.
- Respect cultural sensitivities and community diversity.
- Protect confidential and personal information.
- Be consistent with the Shire's corporate identity and communication standards.

Authorised representatives must not publish content that:

- Is offensive, discriminatory, defamatory, threatening, harassing or otherwise inappropriate.
- Discloses confidential Council information or personal information without appropriate authority.
- Promotes individual political interests, election campaigns or political parties.
- Uses copyright-protected material without appropriate permission or licensing.
- Misrepresents Council decisions or presents personal opinions as official Shire positions.
- Promotes individual commercial interests unless consistent with an approved Shire initiative, program or community benefit.
- Compromises the safety, security, operations or reputation of the Shire.

5.5 Community Engagement and Responses

The Shire welcomes constructive community discussion and feedback through its official social media platforms.

Authorised representatives will endeavour to respond to genuine enquiries and constructive feedback in a timely, respectful and professional manner.

Where an enquiry requires detailed consideration, relates to an operational complaint or involves personal information, the individual may be directed to the Shire's established customer service or complaints processes.

The Shire will not engage in ongoing arguments, personal disputes or unproductive online debates.

Social media platforms are not monitored continuously and should not be relied upon for urgent assistance, emergency reporting or formal correspondence requiring an official response.

5.6 Monitoring and Moderation

The Shire will regularly monitor its official social media platforms to ensure published information remains accurate and relevant and that community interactions are appropriate.

The Shire reserves the right to hide, remove or otherwise moderate content that:

- Contains offensive, abusive, threatening, discriminatory or defamatory language.
- Constitutes bullying, harassment or personal attacks.
- Discloses confidential or private information about another person.
- Contains misleading, fraudulent or deliberately false information.
- Encourages unlawful activity or compromises public safety.
- Contains spam, repetitive material or unrelated commercial advertising.
- Infringes copyright or other intellectual property rights.
- Is irrelevant to the original discussion or is intended to deliberately disrupt constructive engagement.

Where appropriate, the Shire may advise users why content has been removed.

Individuals who repeatedly breach these standards may have their ability to interact with official Shire social media accounts restricted or blocked.

Where content may constitute a threat, unlawful conduct or another serious concern, the Shire may refer the information to the appropriate authority.

6. PERSONAL USE OF SOCIAL MEDIA

The Shire recognises the right of council members, employees and other representatives to use social media in a personal capacity.

However, individuals must remain mindful that personal social media activity may be publicly accessible and, in some circumstances, may be associated with their role or relationship with the Shire.

When using personal social media accounts, council members, employees and representatives must:

- Clearly distinguish personal opinions from official Shire positions.
- Not imply they are speaking on behalf of the Shire unless authorised to do so.
- Not disclose confidential, privileged or sensitive information obtained through their role.
- Comply with applicable codes of conduct and relevant legislative obligations.
- Avoid publishing material that is defamatory, threatening, discriminatory, harassing or otherwise unlawful.
- Not use the Shire's official branding or identity in a manner that implies unauthorised endorsement.
- Respect the privacy of Council Members, employees and community members.

Council members and employees may share information that has already been publicly released by the Shire, provided it is represented accurately and does not imply unauthorised endorsement or official representation.

7. COUNCIL MEMBER RESPONSIBILITIES

Council members are encouraged to support the sharing of accurate information about Shire activities, initiatives and decisions.

When engaging through social media, council members must comply with the Shire's Code of Conduct for Council Members, Committee Members and Candidates and all relevant legislative requirements.

Council members must ensure their social media activity does not misrepresent Council decisions, disclose confidential information or imply that personal opinions represent the collective position of Council.

Official Shire social media platforms must not be used for individual election campaigns, political advocacy or personal promotion.

8. PRIVACY, COPYRIGHT AND RECORD KEEPING

All social media activity undertaken on behalf of the Shire must comply with applicable privacy, copyright, requirements.

Personal or sensitive information must not be published without appropriate consent or lawful authority.

Images, videos, music and other third-party content must only be used where the Shire has the appropriate permission, licence or legal entitlement.

9. NON-COMPLIANCE

Failure to comply with this Policy may result in appropriate action in accordance with relevant legislation, employment conditions, contractual arrangements and applicable Shire codes of conduct.

Depending on the nature and severity of the breach, action may include removal of access to official social media accounts, further training, disciplinary action or referral to the appropriate authority.

Alleged breaches involving council members will be considered in accordance with the applicable legislative framework and the Shire's Code of Conduct.

10. REVIEW

This Policy will be reviewed biennially to ensure it remains relevant, effective and aligned with the strategic priorities of the Shire of Quairading and the Council Plan 2026–2036.

An earlier review may be undertaken where required due to legislative changes, emerging social media platforms, operational requirements or changing community expectations.

11. RELEVANT LEGISLATION AND DOCUMENTS

Legislation

- Local Government Act 1995 (WA)
- Local Government (Model Code of Conduct) Regulations 2021 (WA)
- State Records Act 2000 (WA)
- Freedom of Information Act 1992 (WA)
- Public Interest Disclosure Act 2003 (WA)
- Defamation Act 2005 (WA)
- Copyright Act 1968 (Cth)
- Privacy Act 1988 (Cth), where applicable.

Related Shire Documents

- Council Plan 2026–2036
- Code of Conduct for Council Members, Committee Members and Candidates
- Employee Code of Conduct
- Record Keeping Plan
- Relevant Shire policies and procedures relating to communications, community engagement, information management and information technology.

Record of Policy Review						
Version	Author	Council Adoption	Resolution	Reason for Review	Next Review Date	CEO Signature
01	Jen Green			New Policy	Oct 2026	

SHIRE OF Quairading
Take a closer look

SOCIAL MEDIA STRATEGY

Last updated: June, 2024
Endorsement No. OCM 034-24/25

@ShireofQuairading

@QuairadingCaravanPark

@shireofquairading



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PURPOSE

This Strategy provides information to Shire of Quairading employees on the use of official Shire of Quairading Social media outlets, including Facebook and Instagram. The Strategy provides information on:

- Social media engagement;
- Using the platforms as a strategic marketing tool to promote economic outcomes;
- Posting and scheduling;
- Language and style;
- Target audiences; and
- Content pillars.

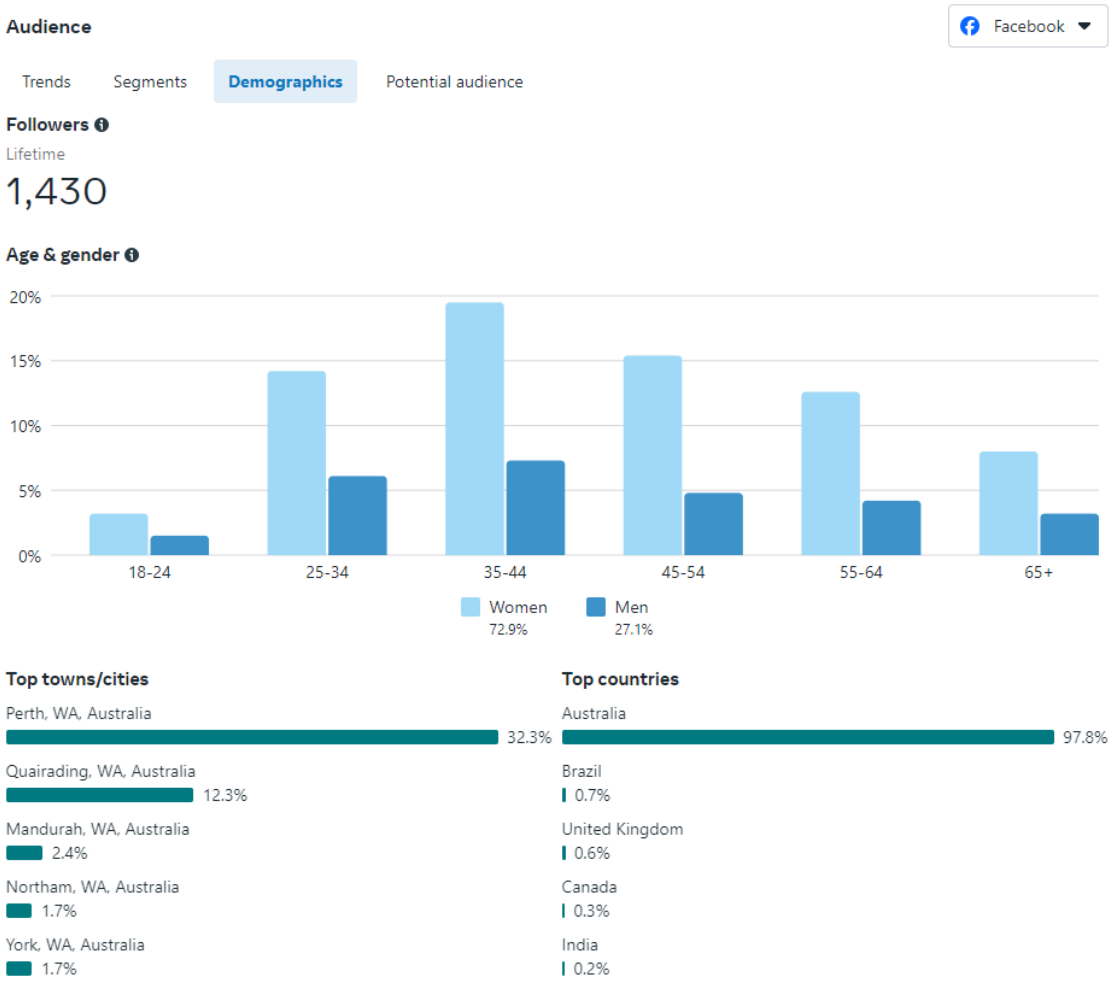
OBJECTIVES

The Strategy objectives are:

- Improve customer service and retention;
- Increase brand awareness;
- Create a reliable and trustworthy information outlet that supports the community;
- Drive website traffic;
- Increase community awareness of Shire programs;
- Grow the Shire's economic presence and encourage new business;
- Increase tourism outcomes through targeted posting;
- Engage with locals, visitors and potential new business through strategic boosting of posts; and
- Create a reliable source of communication in adverse events through targeted boosting of posts.

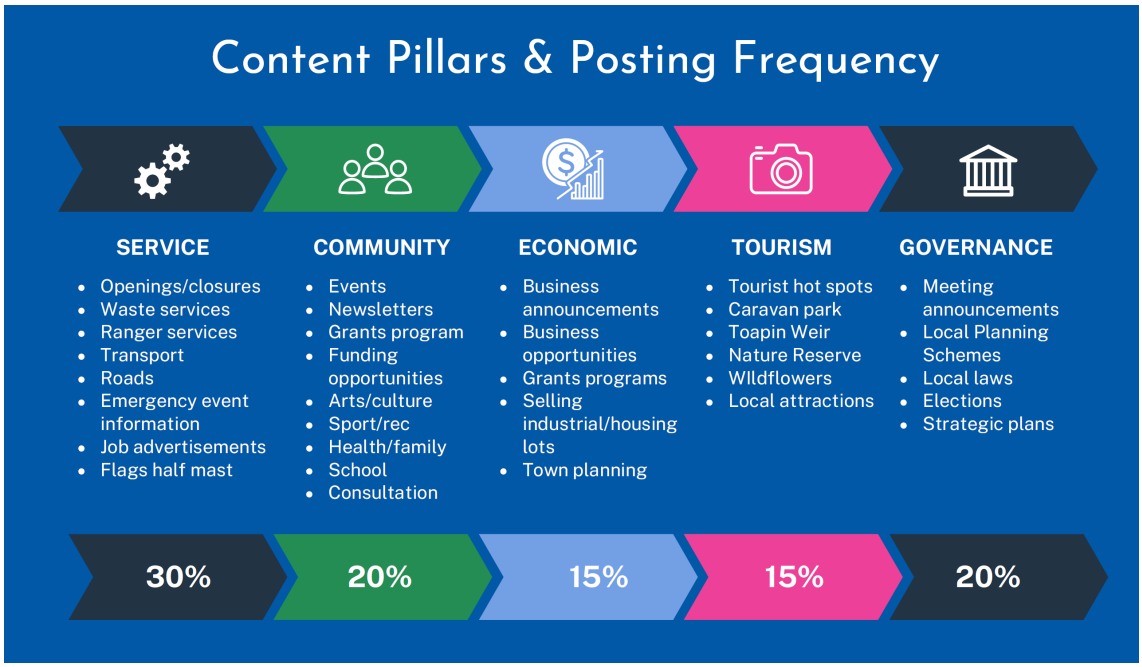
CURRENT AUDIENCE

Facebook provides useful analytics. Below details statistics as of 25th June 2024.



CONTENT PILLARS

Content pillars are topics the Shire will consistently discuss, amplify and create content for on social media. Sticking to niche subjects on specific topics will help audiences grow faster. As a Local Government, posts are likely to cover a lot of topics, from waste management to job opportunities, to road closure announcements and the list goes on. The following table outlines five content pillars, what posts are associated for each pillar and the frequency they should appear on our Facebook and Instagram pages.



FACEBOOK ADVERTISING

Facebook advertising is now one of the most effective tools to grow a business, create loyal customers and generate leads and sales. There are now over 3 million businesses advertising on Facebook.

Facebook now boasts over 1.13 billion daily active users – 1.03 billion of which access the social network via mobile devices. People spend a lot of time on social networks. The average user spends about 50 minutes just on Facebook, Instagram and Messenger every day. The targeting options within Facebook are very valuable. Businesses can target users by location, demographics, age, gender, interests, behaviour and much more.

There are many pros to using Facebook marketing:

- Campaigns are easy to track;
- Immediate influx of traffic;
- Complete control over your daily budget and maximum Cost-per-click;
- Instant return on investment;
- More targeting options, including, towns, regions, age, likes/interests, income bracket, and other demographics; and
- You can use images and videos to capture the interest of your target market, helping you to sell your products and services.

However, we are mindful that:

- Depending on our target market, the majority of the large potential audience can be irrelevant; and
- There is no option to target our ads at certain times within the day or on certain days of the week unless we choose a lifetime budget.

Facebook advertisements are extremely versatile and can be used to solve a whole host of business problems from driving traffic to our website to reaching people in our local area.

After clicking to create a new advertisement and choosing "Boost your posts," the next steps are:

1. Choose our Facebook Page or enter its URL;
2. Select a previous update that we've published to our page (or create a new update); and
3. Give this campaign a name.

At the next step, we can set our audience and budget. After setting audience and budget, we can move ahead into the ad creative (our post).

From this screen, we can change the post we'd like to boost, and how our boosted posts will look in three different locations within Facebook:

1 Desktop News Feed;
2 Mobile News Feed; and
3 Desktop right column.

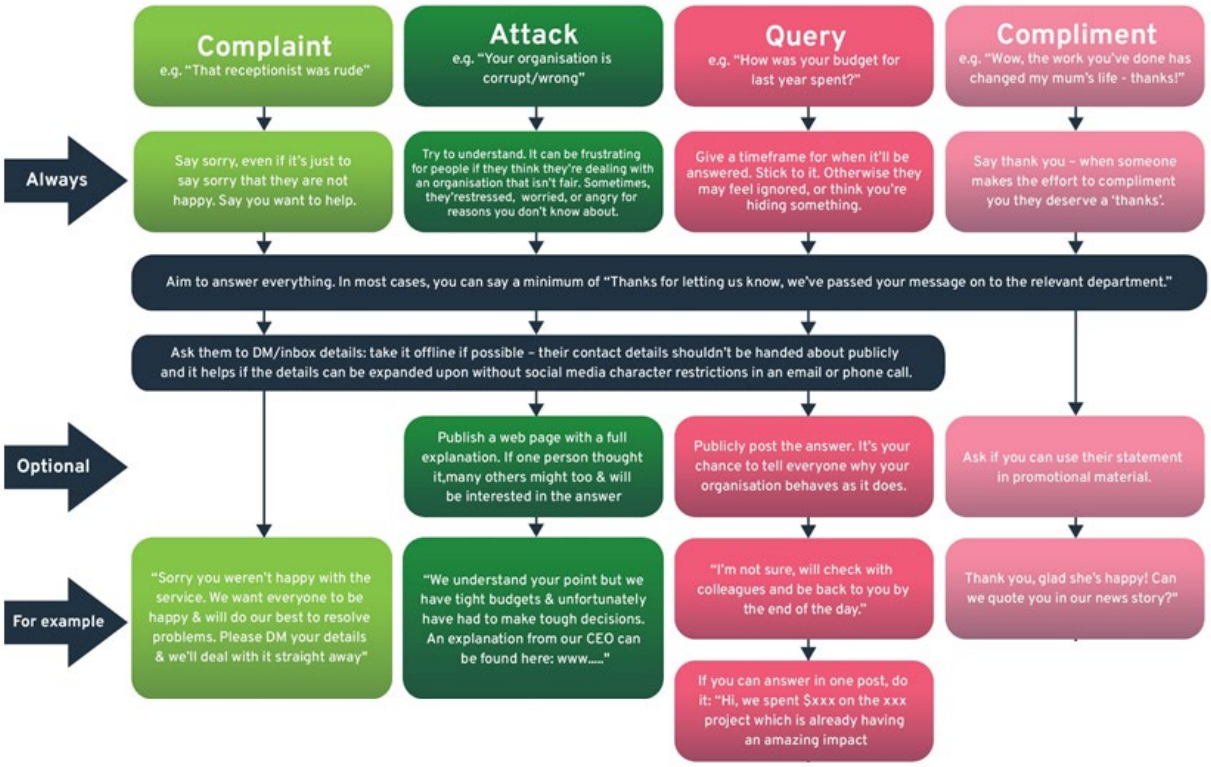
WHAT TO BOOST VIA FACEBOOK ADS	WHEN TO BOOST	BUDGET 2024/25
Land sales, Industrial lots advertising	Launch of campaigns	$500
Tourism	Peak tourism season, wildflowers etc.	$500
Emergencies	Emergency event occurrences e.g. bushfires, flooding, storms etc.	$500
TOTAL		**$1500**

ENGAGEMENT

Social media engagement is the measurement of comments, likes, and shares. Engagement is measured by a range of metrics that could include shares, comments, likes, followers and audience growth, click-throughs, mentions (tagged or hash-tagged).

The Shire will practice both reactive engagement and proactive engagement. When we're reactive, we're answering direct messages thoughtfully and answering incoming mentions or comments in a timely fashion. When we're proactive we're also posting consistently, adding captions, using hashtags and interacting with followers of similar pages. It could mean organically following followers of local sporting or recreational clubs, relevant surrounding local governments and state and federal agencies. It's not just about looking popular, it's about making meaningful connections with current and future customers, which will serve to boost our brand both on and offline.

A GUIDE TO ANSWERING COMMENTS ON SOCIAL MEDIA



PERMISSIONS & RESPONSIBILITY

All social media posts must be approved and posted by positions authorised by the CEO. No other staff have permission to post on social media on behalf of, or about the organisation. Urgent out-of-hour posts should be directed to the positions nominated by the CEO. Do not contact for out of hours posting if the matter is not urgent (e.g. bushfire evacuation or other instruction).

Social media administrators will be appointed by the CEO, no other staff is permitted to post on social media. The Facebook Page is accessed through personal accounts by clocking on the 'Shire of Quairading' group page. We can post on Instagram via the Facebook page to duplicate Facebook posts.

The Shire will avoid posting more than once on any day as the first post is often lost on a lot of feeds and won't receive as many views. The Facebook Meta Business Suite Calendar will be referred to before posting, to avoid multiple posts.

Only the current Administrators/Editors on the Shire Facebook account will respond to comments and direct messaging logged in as the Shire of Quairading. Shire staff are not permitted to answer and provide commentary on posts using personal accounts unless the response is positive and supportive. Concerns regarding the content of posts are to be forwarded to the Administrators/Editors.

POST SCHEDULING

Finding the best time to post on Facebook is a great way to boost engagement, drive traffic, and gain new followers. Facebook will suggest the optimum time to post to engage followers, however, during business hours is ideal so comments and messages regarding these posts can be answered promptly.

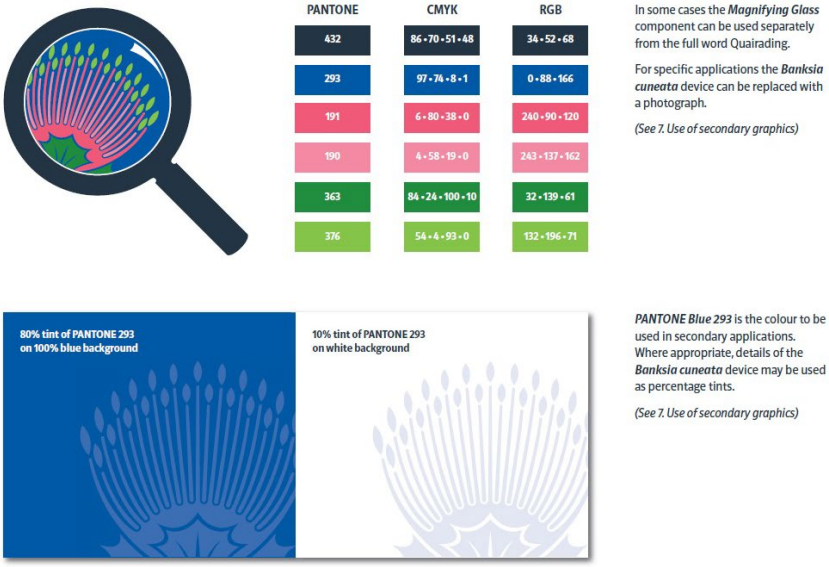
Facebook Page Insights has useful data surrounding our Facebook Page's performance — which can help us to discover top posting times. The data is found by opening the Facebook Page and clicking "Insights". If the curser is hovered over the days at the top of the page, we can see which ones result in the most engagement on our Page.

Facebook also tracks the reach and engagement of our Facebook posts to find when our followers are most likely to react, comment, and share our content. To see this metric we click "Posts" from our Page Insights and scroll down to "All Posts Published". Here we can sort posts by clicks, reactions, and more, to see the total engagement by type for each post.

Posts are to be limited to maximum one per day.

LANGUAGE & STYLE

It is important to achieve a cohesiveness between the Shire's Facebook, Instagram and the Shire website. The branding style guide developed by Castledine & Castledine in 2020 will serve as the basis for colour scheme and style. Calibri font is to be used on all communications.



Social media brand voice is one of the elements that is most effective in distinguishing our brand from our competitors and building familiarity with customers. Just like any other part of our brand, consistency is important across all mediums. There is however some room for tailoring our language between social posts, depending on the content.
Generally, captions will be written in a friendly, conversational tone. A more corporate tone may be used for official notifications, adverse events, memorial posts etc.

Responses to comments will be upbeat, optimistic and positive. We will not be sarcastic or mock customers, followers or other brands. Humour is fine to use in the right context.

All posts will come with a caption, even if shared from another agency or department. It is better to have key information in the post image and more detailed text in the caption.

All posts will be created in the size of Facebook or Instagram posts:
Facebook Image Size – 1200 x 628 pixels. Instagram Size – 1080 x 1080 pixels

Tagging people, groups, agencies and departments within captions is not only a great way of engaging other pages, but can turn into increased reach and viewing, where our post is more likely to be shared on viewed on other pages.

A hashtag is a combination of letters, numbers, and/or emoji preceded by the # symbol (e.g., #NoFilter). They are used to categorize content and make it more discoverable. Hashtags are clickable. Anyone who clicks on an Instagram hashtag or conducts an Instagram hashtag search will see a page showing all the posts tagged with that hashtag.

We will always use the following hashtags:
#quairading #takeacloserlook

Other hashtags that are useful, depending on the post content include:
#visitquairading #wheatbelt #regionalwa #avonwheatbelt #visitquairading #wheatbeltway #pathwaystowaverock

TEMPLATES & POST DESIGN

One of the most important and compelling reasons for having a social media style guide is to be consistent. A person or an organization that uses various styles, content, or tone on social media platforms could put off or confuse our audience and could come across as disorganized or unprofessional. Ensuring our brand voice across all social media platforms will help us stand out and build a strong relationship with our audience.

When we are posting a single or group of photos, we will keep them as large as possible by:

- Using photos regularly, bright, happy photos of people enjoying themselves usually get the most engagement from followers;
- Trying not to use collages of many photos, they are just too small to have an impact. Rather we will use one or two images that fill the post space;
- We will always caption a post and use hashtag where appropriate; and
- We will always add our Facebook or Instagram Post to the ‘stories’ feature on both outlets.

Templates have been developed in Canva for a range of different post styles. Photos and graphics can be interchangeable as long as they fit the overall tone of the post. The Shire of Quairading has a Canva account and all templates and colour schemes are available there.

TEMPLATE/BRANDING SOFTWARE	BUDGET 2024/25
CANVA PRO yearly subscription	$164.99

Current templates are available for most general notices, waste & recycling, harvest bans, flags at half mast, Medical Practice, COVID-19 updates, emergency announcements etc.

12.3 Grievance Policy - Biennial Review

Responsible Officer	Nic Warren, Chief Executive Officer
Reporting Officer	Marion Haeusler, Manager of Governance
Attachments	1. Grievance Policy (DRAFT) ⇩
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

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OFFICER RECOMMENDATION

That Council endorse the review and accept the amended Grievance Policy as presented.

IN BRIEF

The Grievance Policy was last reviewed by Council at its Ordinary Meeting in August 2024.

Officers have reviewed the Policy (attachment 1) for Council's endorsement.

MATTER FOR CONSIDERATION

The Shire of Quairading routinely reviews its Policies on a biennial basis, as prescribed, or when necessary. Policies are reviewed against Shire processes and procedures, changes in legislation, and for clarity in wording.

Officers amended the policy as tracked in the attachment to provide more clarity to the intent of the policy and the definitions of terms used. References to legislation and links to external information sources were also updated.

BACKGROUND

A strong Grievance Policy provides good governance and risk management for Council as it provides managers, employees and elected members with a very clear process on how grievances can be addressed.

A clear Grievance Policy and procedure minimises the risk of a grievance escalating into a serious complaint which could result in:

1. The Shire's insurance costs escalating due to action taken under the *Fair Work Act 2009*;
2. Civil action being taken against individual managers or Councillors under the *Work, Health & Safety Act 2020*;
3. Damage to the Shire's reputation;
4. A negative impact on the Shire's internal staff productivity and day-to-day operations;
5. A negative impact on employee relationships (especially if the grievance is long-term);
6. An increase in staff dissatisfaction and turn-over;
7. A negative impact on the physical and/or mental health and well-being of staff; and

8. A lack of trust in Council and management if grievances are poorly managed.

This policy also assists the Shire to provide a safe workplace and comply with obligations under the *Work, Health & Safety Act 2020* and *Fair Work Act 2009* with regard to duty of care.

The ability to appropriately and promptly resolve grievances affirms the Shire's commitment to continuous improvement. A grievance may be an opportunity to identify where there may be a deficiency within the organisation and address the deficiency. This includes providing the opportunity to boost staff morale, build more resilient working relationships, build trust between employees and Council and establish more efficient workplace practices.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Administration) Regulations 1996

Equal Opportunity Act 1984

Fair Work Act 2009

Work Health & Safety Act 2020

Fair Work Amendment Act 2013

Privacy and Responsible Information Sharing Act 2024

POLICY IMPLICATIONS

Code of Conduct for Elected Members Committee Members and Candidates

Employee Code of Conduct

Bullying, Harassment & Diversity Policy

FINANCIAL IMPLICATIONS

Nil

ALIGNMENT WITH STRATEGIC PRIORITIES

5.2 Our Governance and Leadership: Strong financial and governance performance

5.3 Our Governance and Leadership: Strong Council leadership

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

3.3 Governance, Financial and Compliance Risks: Organisational Misconduct

1.1 Infrastructure and Operational Risks: Workforce Challenges and Skills Shortage

RISK ASSESSMENT

	Option 1
Financial	High *Penalties under the Work, Health & Safety Act 2020 and Fair Work Act 2009 for non-compliance apply and present a financial risk to individuals and the organisation.*
Health	High *Unresolved grievances in the workplace may present a psychosocial hazard and could affect the mental health and well-being of staff.*
Reputation	High *The Shire of Quairading is a small community and a lack of commitment to employee well-being could impact the Shire's reputation as a workplace.*
Operations	High *Poor organisational culture will reduce productivity.*
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 Quartely 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

GRIEVANCE POLICY

PURPOSE

The Shire of Quairading (the Shire) is committed to a fair, equitable and effective process for the resolution of grievances within the organisation. The Shire's policy aims to resolve grievances through discussion, consultation, cooperation, mediation and, if necessary, disciplinary action.

All grievances will be resolved in accord with the relevant provisions in the:

- *Fair Work Act 2009*
- *Equal Opportunity Act 1984*
- *Work Health & Safety Act 2020*
- *Local Government Industry Award 2020 Industrial Agreement*
- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*
- *Privacy and Responsible Information Sharing Act 2024*
- *Shire of Quairading Code of Conduct for Elected Members, Committee Members and Candidates*
- *Shire of Quairading Employee Code of Conduct*

This Policy has been developed to provide transparent guidelines for Council and employees to follow to resolve employee and elected member grievances.

OBJECTIVE

The objectives of this document are to ensure that:

a. Employees and elected members are informed of their legal rights and responsibilities;
b. processes established for the resolution of grievances are fair, equitable and transparent;
c. grievances are managed consistently, sensitively and confidentially, and in a timely manner;
d. employees and elected members are protected from victimisation and adverse treatment as a result of lodging a grievance or supporting another person who has lodged a grievance;
e. all grievance processes comply with relevant legislation, industrial agreements and Council policies; and
f. ultimately, the policy supports a safe respectful and productive workplace.

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Mental and physical health and well-being of employees;¶
Privacy and confidentiality;¶
Fairness and impartiality; ¶
Freedom from victimisation;¶
Timeliness;¶
Ease of use and trustworthiness; and¶
Seriousness and sensitivity....

DEFINITIONS

Bullying

The *Fair Work Act 2009* defines workplace bullying as repeated unreasonable behaviour towards a worker or a group of workers, which creates a risk to health and safety.

Note: Bullying is prohibited and may constitute misconduct, as well as a breach of applicable legislation.

Conciliation

Conciliation is a voluntary dispute resolution process conducted by an independent and impartial person to support the parties involved in identifying issues, exploring options and reaching a mutually acceptable resolution.

Discrimination

Discrimination means treating a person less favourably or imposing a requirement or condition that disadvantages that person or a group of people because of certain protected attributes.

Direct discrimination occurs when a person is treated less favourably than another person in the same or similar circumstances because of certain protected attributes.

Indirect discrimination occurs when a requirement or condition equally applies to everyone but has the effect of disadvantaging a person or group of people because of certain protected attributes.

Protected attributes are described in Anti-Discrimination legislation and include a person's sex, gender, sexual orientation, race, disability, pregnancy, family responsibilities, marital status, religious beliefs, and political conviction.

Grievance

Grievance means a concern, complaint or dispute raised by an employee or elected member regarding a work-related matter, workplace behaviour, management action, working conditions, interpersonal conflict, or a decision, act or omission that the employee reasonably believes has adversely affected them in the course of their employment.

A grievance does not include a matter that is more appropriately dealt with under another policy, procedure, industrial instrument, legislative process or statutory complaint mechanism.

Grievance Officer

Grievance Officer means an employee appointed by the Chief Executive Officer to provide impartial support, information and guidance regarding the grievance process. A Grievance Officer may assist employees to understand available options, relevant policies and procedures, and will assist the Chief Executive Officer or external investigator in the grievance process.

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Deleted: is any type of problem, concern or complaint related to an employee's work or the work environment. A grievance can be about any act, behaviour, omission, situation or decision impacting on an employee that the employee thinks is unfair or unjustified.¶

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Victimisation

Victimisation means subjecting, or threatening to subject, a person to a detriment because they have made, intend to make, or are believed to have made a complaint or grievance; assisted another person to make a complaint or grievance; participated in an investigation or dispute resolution process; or exercised a workplace right under applicable legislation.

Victimisation may include intimidation, harassment, discrimination, adverse treatment, or reprisal.

Note: Victimisation is prohibited and may constitute misconduct, as well as a breach of applicable legislation.

SCOPE

This policy applies to all Shire employees and Councillors. It applies to those grievance processes that are not covered by other legislation, industrial instruments or Council Policies, or dealt with through other procedures or statutory complaint mechanisms.

POLICY

Council's handling of grievances is based on the following principles:

Compliance with Industrial Relations Law

The *Fair Work Act 2009, Fair Work Amendment Act 2013, Equal Opportunity Act 1984, Work Health & Safety Act 2020, Local Government Industry Award 2020 Industrial Agreement* and *Privacy and Responsible Information Sharing Act 2024* respectively describe specific requirements for processes that deal with grievances.

Privacy and confidentiality

Privacy and confidentiality will be strictly observed at all times during the grievance process. Information relating to the grievance must only be used in accordance with this policy and may otherwise only be disclosed with the permission of all parties involved or where the Shire has a statutory obligation to disclose. Confidentiality applies to all parties involved in each grievance, including the person lodging the grievance, the person the grievance is lodged against, witnesses, support persons and any Shire employees and external investigators, consultants or mediators. A breach of privacy or confidentiality may result in disciplinary action.

Fairness and impartiality

All grievances will be handled fairly and impartially. This means that:

a. All parties are provided the opportunity to be heard and to respond to allegations or relevant information.
b. Any person who is the subject of a grievance (respondent) is entitled to full details about the grievance, including the time, date and specifics of the alleged offence.
c. The policy and resulting grievance process is applied consistently, regardless of a complainant or respondent's position, length of service or personal relationships.

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d. To avoid the perception of bias, any actual or perceived conflicts of interest must be declared by any party to the grievance process. Financial interests are defined in the Shire's Codes of Conduct.

e. Proper consideration is given to all relevant information. Decisions are made without pre-judgement and on the basis of relevant facts, evidence and the merit of the matter.

Freedom from victimisation

Council will take all reasonable steps to prevent the victimisation of anyone connected with a grievance. Victimisation constitutes a breach of this policy and will result in disciplinary action.

Timeliness

Council will take all reasonable steps to ensure that grievances are handled as quickly as possible without compromising due process.

Ease of use and communication

This policy and procedure will be accessible to all employees and Council Members and implemented appropriately. All reasonable steps will be taken to ensure that the contents of this policy and procedure are understood by everyone working in the organisation.

Seriousness and sensitivity

All grievances will be taken seriously and handled with sensitivity. Grievance processes will take into account individual backgrounds and values as well as organisational values and expected behaviours as communicated through codes of conduct, training sessions, team meetings, previous grievance and conduct management processes and any other Shire communications.

Internal and external support

Both parties to a grievance have the right to have a support person of their choice at meetings relating to the grievance.

Support persons may provide emotional support, take notes, act as witness, help with understanding the process, request a break or seek clarification.

Support persons may not answer questions on behalf of, advocate for or represent a party to the grievance, or obstruct the meeting in any way.

The parties to the grievance can contact an external agency for information, advice or help at any time during the grievance procedure.

Malicious complaints

Council encourages employees to raise all genuine concerns. Employees should not be put off from raising concerns because they are afraid that they may be wrong, or they won't be able to prove their claims.

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However, making allegations that are not true, or making a complaint solely to cause trouble for others may be considered to be serious misconduct. Employees making malicious and vexatious complaints will be subject to disciplinary action.

If it is alleged during the grievance procedure that the grievance is malicious or vexatious, this will be investigated at the same time as the original grievance.

Reporting Obligations

Council must comply with its obligations to report minor or serious misconduct to either the Public Sector Commission of the Corruption and Crime Commission in accordance with the *Corruption, Crime and Misconduct Act 2003 (WA)*.

PROCEDURE

Employee Lodging Grievance against Employee

In the first instance, it is preferable that the employee approaches the respondent directly to attempt to resolve the issue amiably. However, if the employee is not comfortable to approach the person directly, they may lodge a grievance directly with the Grievance Officer, their Supervisor or the Executive Manager either verbally through an organised meeting or in writing.

If the employee is not comfortable lodging the grievance with the Grievance Officer, the Supervisor or the Executive Manager, they should lodge the grievance with the CEO.

All grievances against an employee are to be forwarded by the Grievance Officer, the Supervisor or the Executive Manager to the CEO immediately (within 24 hours), who will either commence an investigation or appoint an appropriate officer or specialist external consultant to investigate the grievance.

All parties to the investigation will receive written notice of the due process to be used, will be afforded the opportunity to bring a support person to meetings, will be afforded every reasonable right of response and will be duly advised of the outcome of the investigation.

Employee Lodging Grievance against CEO

Giving consideration to the actual and perceived power differential between an employee and the CEO, employees are not expected to attempt to solve an issue directly with the CEO, once it has become a grievance. An employee has the option of lodging the grievance directly with:

a. The Grievance Officer
b. Their Supervisor or Executive Manager either verbally through an organised meeting or in writing.
c. Council, with a letter addressed to the Shire President
d. Fair Work Ombudsman
   Ph. 13 13 94 or to make an online enquiry visit https://www.fairwork.gov.au/
e. Worksafe (Department of Commerce)
   1300 307 877 or visit https://www.worksafe.wa.gov.au/report-or-make-complaint

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When a grievance is lodged against the CEO, the Shire President is to be notified immediately (within 24 hours). The Shire President will advise Council and Council will engage an independent consultant to investigate the grievance.

All parties to the investigation will receive written notice of the due process to be used, will be afforded the opportunity to bring a support person to meetings, will be afforded every reasonable right of response and will be duly advised of the outcome of the investigation.

Employee Lodging Grievance against Council or a Council Member

In the first instance, it is preferable that the employee approach the Grievance Officer or CEO to attempt to have the issue resolved amiably through mediation. However, if the employee is not comfortable to engage in a mediation process, the CEO will advise Council of this fact and the intention of the CEO and the Shire President (if the Shire President is not the person to whom the complaint regards) to engage an external specialist consultant to undertake an investigation.

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The employee also has the option of lodging the grievance directly with:

a. Council, with a letter addressed to the Shire President
b. Fair Work Ombudsman
   Ph. 13 13 94 or to make an online enquiry visit https://www.fairwork.gov.au/
c. Worksafe (Department of Commerce)
   1300 307 877 or visit https://www.worksafe.wa.gov.au/report-or-make-complaint

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When a grievance is lodged against Council or a Council Member, the Shire President is to be notified immediately (within 24 hours). The Shire President will advise Council and Council will consult with the CEO on the intent to engage an independent consultant to investigate the grievance.

All parties to the investigation will receive written notice of the due process to be used, will be afforded the opportunity to bring a support person to meetings, will be afforded every reasonable right of response and will be duly advised of the outcome of the investigation.

Elected Member Lodging Grievance against another Elected Member

Where an Elected Member has a grievance against another Elected Member, in the first instance, it is preferable the Elected Member approach either the Shire President or the CEO so that an independent mediator can be engaged to negotiate a resolution to the issue.

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If the mediation process fails or the Elected Member doesn't feel comfortable approaching the Shire President, the Elected Member can speak to the CEO who will direct the Grievance Officer to lodge a minor breach with the Local Government Standards Panel for further investigation. The Local Government Standards Panel does not accept complaints directly from the complainant.

All process must be in accord with:

- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*
- Model Code of Conduct

All Investigations

All investigations will include as a minimum:

a. An appropriate officer or external consultant as appointed by the CEO or the Shire President/Council to conduct the investigation.
b. An acknowledgment to the employee of the grievance in writing and the name and contact details of the person conducting the investigation.
c. A meeting held with the complainant to obtain further information and to discuss the grievance and the preferred outcome. This meeting will occur within two working days of the original notification.
d. Meetings held separately with all parties to the grievance to commence the investigation process.
e. Dependent on the outcome of the investigation, options to resolve a grievance may include:
    i. Informal discussion between the parties, where agreement can be reached on actions to resolve the grievance. This verbal agreement should be formalised in writing.
    ii. Conciliation to reach an agreement between the parties using mediation or counselling. Conciliation may be used in the following instances:
        - When there is some basis for agreement (e.g. the parties may agree about what happened but have different interpretations);
        - The parties show some willingness to cooperate; and/or
        - Both parties have equal bargaining power.
    iii. Disciplinary action, including potential termination of employment.
    iv. Reporting the grievance to the Western Australian Police Force or Corruption and Crime Commission in the instance of suspected criminal activity.
    v. Self-reporting the grievance to Work Safe or the Fair Work Commission.
    vi. Dismissal of the grievance if there is limited proof and/or information to enable an appropriate or meaningful decision. In this instance, the outcome will be explained to all parties to the grievance and no disciplinary action will be taken.
    vii. Withdrawal of the grievance if this is lawfully acceptable. If a grievance is withdrawn it cannot be raised again, unless there is repeated behaviour or new facts come to light.

Internal Review of Outcome

Any party to the grievance will have the opportunity to show cause why the outcome of the grievance or the proposed resolution should be reconsidered. All correspondence to show such cause must be addressed to the CEO or Council, if the grievance was against the CEO.

This review may be conducted by:

- The CEO
- The relevant Executive Manager
- The Shire President/Council
- An external agency or consultant.

The person performing the review may confirm the original decision or make a different decision or recommendation.

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The ultimate decision on any internal review will rest with the CEO, unless the grievance is against the CEO, in which instance the ultimate decision will rest with Council.

Following the process to show cause, the decision is considered final. If the outcome of the grievance process is still considered unsatisfactory to either party to the grievance, information on further recourse may be provided by the Fair Work Ombudsman or other external agencies.

STATUTORY ENVIRONMENT

- *Fair Work Act 2009*
- *Equal Opportunity Act 1984*
- *Work Health & Safety Act 2020*
- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*
- *Privacy and Responsible Information Sharing Act 2024*

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Deleted: <#>*Local Government Industry Award 2020*¶ *Privacy Act 1988*¶

Deleted: <#>Model Code of Conduct¶

Record of Policy Review					
Version	Author	Council Adoption	Resolution	Reason for Review	Next Review Date
01	Nicole Gibbs	30/06/22	199 -21/22	New Policy	June 2024
02	Marion Haeusler	29/08/24	037-24/25	Biennial Review	August 2026
03	Marion Haeusler	29/10/26		Biennial Review	October 2028

ITEM 13 MATTERS FOR CONSIDERATION – HEALTH & BUILDING

No matters for consideration

ITEM 14 MATTERS FOR CONSIDERATION – WORKS & SERVICES

14.1 Update on Works & Services Programme

Responsible Officer Nic Warren, Chief Executive Officer

Reporting Officer Sarah Caporn, Executive Manager, Works & Services

Attachments 1. 2026/27 WORKS & SERVICES - Budget Expenditure ⇩

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil

Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council notes the status of the Works and Services Programme as of October 2026.

IN BRIEF

Preparations are underway for the 2026–27 road construction season. Key operational updates include the completion of winter maintenance grading, revised timing for the Cubbine Road culvert replacement, works at the Waste Site and Oval, the transfer of Doodenanning Hall management, staff training and replacement vehicle procurement.

PROGRAMME UPDATES

Construction:

Winter Maintenance Grading: Weather and moisture levels has signalled the completion of winter grading for another year. Due to the unavailability of the Shire's grader driver, Quairading Earthmoving have assisted the Shire in grading service delivery for this year along with an operator from the Shire of Nungarin, a former staff member and other existing staff with novice skills for now but with a keen interest in learning how to grade. Not all roads were graded but the full network was inspected, assessed and prioritised according to condition, use, and maintaining access though harvest. The EMWS anticipates the current grader operator being available soon and has also recently completed another round of recruitment for a Plant Operator / General Hand prioritising grader experience, so anticipates a full round of winter grading to occur during winter 2027.

Cubbine Road Culvert, SLK 20.20: As per the last OCM report, this was scheduled to commence this week. The timber sill beam and supports have collapsed which has caused a large hole in the road.

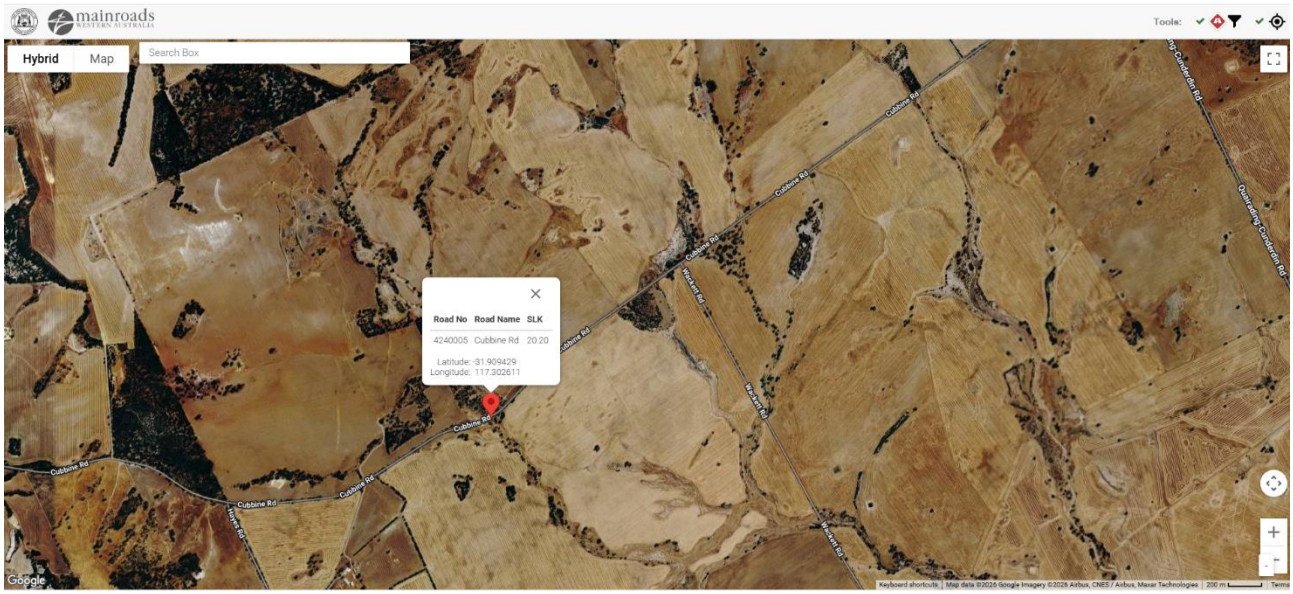




However, there's been a design change which will delay replacement works for this culvert. The

original plan was to replace the existing 3 x (1200mm x 700mm) barrels with 3 barrels of 600mm HDPE pipes but this will reduce the flow face / capacity and pipes can silt up over time. The new plan is to instead utilise two barrels of (1800mm x 1800mm) culvert boxes. However, this change means closing the road completely for approximately 3 weeks so staff can remove all the existing infrastructure, pour a new base slab, install the boxes, pour a top slab and then shape the base course gravel before finally sealing and signage.

Officers have noticed increased traffic on Cubbine Road of people navigating around Main Roads project on the York-Merredin Road as well as incoming harvest traffic so staff have now completed a temporary patch and will look to reschedule replacement of this culvert later in the summer once harvest is completed.



Upcoming Works: In an effort to stay out of the way, the Shire will commence re-sheeting works on Solomon Road as the first capital project for the year.

<u>Grounds & Gardens</u>:

Waste Site: Councillors will notice that some barriers have been installed at the Waste Site segregations. The aim is to prevent falls both by people and vehicles. WorkSafe inspected the site in July 2025 and understand that the hazards exist as a result of the inherited design and engineering. Our Building Maintenance Officer has extensive welding experience which was utilised for the barriers.





Oval: There have been some comments on the current condition of the Oval. The oval looks worse than it is as it's been recently mowed with a zero-turn mower without a collection unit rather than the tractor mounted flail collection mower so there's a layer of dry clippings sitting on top of the live grass. The Shire has experienced some turnover of staff in our Gardens team so Tom Lee of Avon Turf has been engaged to assist the Shire with the application of fertiliser and chemicals. Shire staff will continue with mowing and line marking. The irrigation system is also operational again after some technical issues and a recent pipe repair.

Buildings & Property:

Doodenanning Hall: The Shire has received correspondence from the former committee of the Doodenaning Sports Club Inc. advising of their deregistration due to their reduced membership numbers. They've asked the Shire to consider taking on the management of the Hall but continue to make it available for hire. Adopting a hire fee is addressed elsewhere in this agenda. The EMWS and Operations Manager met several of the former committee members at the site for a handover.



Town Clock: Staff noticed that the front face of the Town Clock has been damaged when resetting the time after the recent planned power outage. Frustratingly, the whole mechanism will likely need to be removed and sent away for the required repair.



Training: Staff have recently completed training in Water Bomber Reloading and either the full course or refresher for Basic Traffic Controller.



Plant Updates:

The Operations Manager used the Government Collective User Agreement to procure two SUVs for the CEO and EMCD and two utilities for the Depot. Delivery is expected within the next few weeks. Following receipt of the replacement vehicles, the EMWS intends to dispose of the existing vehicles through a Disposal of Property process.

Procurement of a forklift for the Waste Site has also been completed with a new diesel 3.8T Enforcer purchased from Fork Force. Price included the rotator attachment and delivery to Quairading

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Shire of Quairading Strategic Community Plan 2021 - 2031

Asset Management Policy

FINANCIAL IMPLICATIONS

All Works projects are currently costed within the 2026/27 Annual Budget. A report of the current expenditure to budget allocations is provided at Attachment 1.

ALIGNMENT WITH STRATEGIC PRIORITIES

3.1 **Our Built Infrastructure**: Well maintained and safe road and footpath infrastructure

3.2 **Our Built Infrastructure**: Financially viable and sustainable approach to Shire Asset Management

3.3 **Our Built Infrastructure**: Continual aesthetic and sustainable improvements to streetscapes, parks and gardens

3.4 **Our Built Infrastructure**: Enhanced sporting & recreational facilities

4.2 **Our Local Environment**: High standard of regulatory services

5.2 **Our Governance and Leadership**: Strong financial and governance performance

5.3 **Our Governance and Leadership**: Strong Council leadership

CONSULTATION

The Works team receive customer requests which are assessed by EMWS and Operations Manager and responded to within a timely manner. A Works Request Form is available for community members to fill in and request assistance from the Works & Services team. The form is available at the Front Counter and the 'Contact Us' page on the Shire's website. The Shire also encourages the use of the Snap, Send, Solve app for all smartphones to report incidents to local authorities all over Australia.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

1.1 Infrastructure and Operational Risks: Workforce Challenges and Skills Shortage

1.3 Infrastructure and Operational Risks: Road Infrastructure and Maintenance

2.1 Community Health and Safety Risks: Workplace Health and Safety Compliance

3.1 Governance, Financial and Compliance Risks: Financial Viability and Asset Management

3.3 Governance, Financial and Compliance Risks: Organisational Misconduct

4.2 Strategic, Social and Economic Risks: Social Challenges and Community Expectations

RISK ASSESSMENT

	Option 1
Financial	Moderate *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 community members and ratepayers.*
Health	Not Applicable
Reputation	Medium *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.*
Operations	Medium *A well-functioning Works team ensures that Council's priority tasks and ongoing programme are completed in a timely and value for money method.*
Natural Environment	Not Applicable

	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 Quartely 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

2026/27
WORKS & SERVICES

YTD Actuals includes issued POs

Updated to 18 Sept 2026

2025/26 - Construction	GL Code	Total Budget	YTD Actual	Variance
RRG – Bulyee Qdg Rd SLK 12.58 - 14.58; RCBs 13.18	RRG002	$ 676,178.00	$ 35,665.33	$ 640,512.67
Wood St *Tree roots, patching, asphalt, kerb*	R2R137	$ 116,987.00	$ -	$ 116,987.00
Weir Rd *Resheet SLK 0.00 - 2.00, 3 x pipes*	R2R050	$ 172,271.00	$ 8,369.98	$ 163,901.02
Solomon Rd *SLK 0.00 - 1.29*	R2R032	$ 135,723.00	$ -	$ 135,723.00
Mount Stirling Rd *SLK 14.09 - 16.09*	R2R012	$ 121,657.00	$ -	$ 121,657.00
Wamenusking Rd *SLK 5.19 - 6.83*	R2R041	$ 143,157.00	$ 2,606.49	$ 140,550.51
Goldfields Road *Potholing & seal with RRG works*	R2R167	$ 126,179.00	$ -	$ 126,179.00
WSFN - Reseal *SLK 8.0 - 12.0*	WSF010	$ 287,232.00	$ -	$ 287,232.00
WSFN - Development Funds *Intersection - Dangin Mears X York-Merredin X railway*	WSF010D	$ 15,159.46	$ -	$ 15,159.46
Total Funded Road Projects		**$ 1,794,543.46**	**$ 46,641.80**	**$ 1,747,901.66**

Roads Jobs	GL Code	Total Budget	YTD Actual	Variance
Road, Bridge, Drainage Maintenance (to end of prior month)	RM000 BM000 DM000	$ 431,153.75	$ 156,813.85	$ 274,339.90
Signs & Traffic Equipment	SIGNS	$ 34,017.00	$ 4,496.03	$ 29,520.97
Street Trees	TREES	$ 25,081.00	$ 9,597.04	$ 15,483.96

Capital Works	GL Code	Total Budget	YTD Actual	Variance
CCTV Netball Courts, Waste Site, Depot, Layover Loos	40503900	$ 36,500.00	$ 34,441.95	$ 2,058.05
Golf Club Ladies Bathroom	BC11305	$ 18,000.00	$ -	$ 18,000.00
74 McLennan Street Solar Hot Water System	BM9210	$ 11,100.00	$ 11,102.82	-$ 2.82
Swimming Pool Kiosk Maintenance (benchs, commercial & handwash sink)	BM11202	$ 15,000.00	$ 3,707.07	$ 11,292.93

2025/26 BUDGET V ACTUALS - WORKS DEPOT
NB: YTD ACTUALS INCLUDES ISSUED POs

Plant & Equipment	GL Code	Total Budget	YTD Actual	Variance
Q0 - CEO Vehicle Trade - $17,000 (0Q)	PE14204	$ 70,000	$ -	$ 70,000.00
Q685 - EMED Vehicle Trade - $27,000 (PQ5480)	PE14205	$ 70,000	$ -	$ 70,000.00
Q465 - Supervisor Utility Trade - $30,000 (P465C)	PE12329	$ 70,000	$ -	$ 70,000.00
Q633 - Construction Utility Trade - $8,000 (P633)	PE12330	$ 65,000	$ -	$ 65,000.00
Loader / Tool Carrier Trade - $150,000 (P368)	PE12331	$ 385,000	$ -	$ 385,000.00
Road Broom Attachment	PE12336	$ 20,000	$ -	$ 20,000.00
Trailer (25/26 rollover)	PE12323	$ 7,000	$ 6,965.32	$ 34.68
Forklift	PE12335	$ 45,000	$ -	$ 45,000.00
Solar Road Speed Signs	PE12337	$ 14,000	$ -	$ 14,000.00
TOTAL - PLANT, CAPITAL		**$ 746,000**	**0**	**$ 739,035**
External Plant Repairs	21404110	$ 131,250	$ 67,291.19	$ 63,959

Major Works Jobs	GL Code	Total Budget	YTD Actual	Variance
Refuse Site Maintenance	W10101	$ 178,285.07	$ 50,852.07	$ 127,433.00
Community Park, Kwirrading Koort (operational)	W11323	$ 77,370.00	$ 10,138.70	$ 67,231.30
Public Parks, Gardens & Reserves	W11300	$ 173,177.13	$ 22,515.65	$ 150,661.48
Oval & Grounds	W11332	$ 149,516.93	$ 52,062.18	$ 97,454.75

Other PWO Codes	GL Code	Total Budget	YTD Actual	Variance
Works, Training	21403040	$ 67,750	$ 24,887.66	$ 42,862
Works, Uniform/Protective Clothing	21403070	$ 7,000	$ -	$ 7,000
Works, WHS, PPE ($8K materials, rest Tool Box Mtgs)	21403300	$ 34,947	$ 766.13	$ 34,181
Works, Minor Assets / Tools	21403860	$ 20,000	$ 6,834.72	$ 13,165
Depot, Building Operations	BO12201	$ 133,494	$ 21,650.80	$ 111,844
Machinery Shed, Building Operations	BO12202	$ 10,920	$ 5,903.08	$ 5,017

ITEM 15 MATTERS FOR CONSIDERATION - WORK, HEALTH & SAFETY

No matters for consideration

ITEM 16 URGENT COUNCILLOR'S BUSINESS

ITEM 17 CONFIDENTIAL ITEMS

No matters for consideration

ITEM 18 NEXT MEETING DATE

THE NEXT ORDINARY COUNCIL MEETING IS SCHEDULED TO TAKE PLACE ON THURSDAY 26 NOVEMBER 2026 COMMENCING AT 3:15 PM IN THE COUNCIL CHAMBERS, 10 JENNABERRING ROAD, QUAIRADING, WA.

ITEM 19 CLOSURE

There being no further business, the Chairperson closed the Meeting at _____ pm.