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CONFIRMED MINUTES

Shire of West Arthur Ordinary Council Meeting 23 February 2023

MISSION STATEMENT

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These Minutes were confirmed at the ordinary council meeting on: 23 March 2023

Signed:

Presiding Member at the meeting at which the Minutes were Confirmed.

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**MINUTES OF SHIRE OF WEST ARTHUR
ORDINARY COUNCIL MEETING
HELD IN THE COUNCIL CHAMBERS
ON THURSDAY, 23 FEBRUARY 2023 AT 7.00PM**

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 7.16pm.

2 ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

COUNCILLORS:	Cr Neil Morrell	(Shire President)
	Cr Graeme Peirce	(Deputy Shire President)
	Cr Karen Harrington	
	Cr Robyn Lubcke	
	Cr Neil Manuel	
	Cr Adam Squires	
STAFF:	Vin Fordham Lamont	(Chief Executive Officer)
	Rajinder Sunner	(Manager Corporate Services)
	Gary Rasmussen	(Manager Works and Services)
	Sharon Bell	(Community Development Officer)
	Kerryn Chia	(Projects Officer)
APOLOGIES:	Cr Duncan South	
ON LEAVE OF ABSENCE:	Nil	
ABSENT:	Nil	
MEMBER OF THE PUBLIC:	Nil	

3 ANNOUNCEMENTS OF THE PRESIDING MEMBER

Nil

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5 PUBLIC QUESTION TIME

Nil

6 PETITIONS, DEPUTATIONS, PRESENTATIONS, SUBMISSIONS

Nil

7 APPLICATIONS FOR LEAVE OF ABSENCE**7.1 LEAVE OF ABSENCE REQUEST - CR HARRINGTON**

Cr Harrington submitted an Application for Leave of Absence from the July Ordinary Meeting of Council to be held in the Council Chambers on 27th July 2023.

RESOLUTION CO-2023-001

Moved: Cr Neil Morrell

Seconded: Cr Graeme Peirce

That Council approve the Leave of Absence Request from Cr Karen Harrington for the July Ordinary Meeting of Council to be held in the Council Chambers on 27th July 2023.

CARRIED**8 DISCLOSURES OF INTEREST**

Cr Harrington declared Proximity and Financial interest in Item 14.2 Service Station Upgrade as a Director of Coalfields Darkan Pty Ltd, owners of the land and business on site next door to the business being discussed.

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS HELD**9.1 ORDINARY MEETING OF COUNCIL 13 DECEMBER 2022****Statutory Environment:**

Section 5.22 of the *Local Government Act* provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

RESOLUTION CO-2023-002

Moved: Cr Robyn Lubcke

Seconded: Cr Neil Manuel

That the Minutes of the Ordinary Meeting of Council held in Council Chambers on 13 December 2022 be confirmed as true and correct.

CARRIED

10 REPORTS FROM COUNCILLORS**Cr Neil Morrell (Shire President)**

- Boyup Brook Alliance Meeting - 7th Feb
- Councillor Bus Trip re Roads - 8th Feb
- ABC Radio Visit - 9th Feb
- WALGA Zone Meeting - 10th Feb
- Sheepfest - 11th Feb
- Teams Meeting with the Audit committee (Audit Exit Meeting) - 14th Feb
- Economic Development Workshop - 15th Feb

Cr Graeme Peirce (Deputy Shire President)

- Warren Blackwood Alliance Meeting - 7th Feb

Cr Karen Harrington

- WALGA Zone Meeting - 10th Feb - addressed by John Carey regarding Local government reform

Cr Robyn Lubcke

- Extra Ordinary meeting of CRC - 21st Dec to discuss COVID policy
- CRC Committee Meeting - 8th Feb - WAX, Manager Review, Policy Review, Grants, Dr Changing Schedule
- Museum Committee Meeting - 25th Jan - Historical Book donation from Barry Strickland

Cr Neil Manuel

Nil

Cr Duncan South

N/A

Cr Adam Squires

- Councillor Bus Trip re Roads – 8th Feb
- Cottage Homes Meeting - 15th Feb - New Gardener, Maintenance done, shade area installed, garden starting

11 OFFICE OF THE CHIEF EXECUTIVE OFFICER**11.1 DARKAN AND DURANILLIN LANDFILL POST-CLOSURE PLAN**

File Reference:	ADM261
Location:	N/A
Applicant:	N/A
Author:	Vin Fordham Lamont, Chief Executive Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	10/01/2023
Disclosure of Interest:	Nil
Attachments:	1. Darkan and Duranillin Landfill Post Closure Plan

SUMMARY:

Council is requested to consider endorsing the attached Darkan and Duranillin Landfill Post-Closure Plan as presented.

BACKGROUND:

The Shire of West Arthur owns the Darkan Putrescible Landfill (Darkan Landfill) and the Duranillin Putrescible Landfill (Duranillin Landfill), which are located approximately 170km and 190km southeast of Perth, respectively. The Darkan Landfill is approximately 50 hectares (ha) in size, of which roughly 7ha has been cleared for waste management operations, and is the main landfill site within the Shire. The Duranillin Landfill is approximately 14.1ha and is used on an ad-hoc basis by a small portion of the Shire community. These landfill sites are registered with the Department of Water and Environmental Regulation (DWER) and are subject to the *Environmental Protection (Rural Landfill) Regulations 2002*.

DWER undertook an Environmental Inspection of the Darkan Landfill in November 2021 and highlighted the lack of a post-closure rehabilitation plan for both of the Shire's landfill sites, which is a requirement of the Rural Landfill Regulations.

COMMENT:

The Shire appointed Talis Consultants Pty Ltd (Talis) to draft a Landfill Post-Closure Plan (LPCP) that outlines the current and future landfill development for both landfill sites, including surface water management and post-closure monitoring requirements.

The plan complies with the relevant legislation and Council is requested to endorse it in order for the Shire to then forward it to DWER.

CONSULTATION:

Manager Works and Services
Environmental Health Officer

STATUTORY ENVIRONMENT:

Environmental Protection (Rural Landfill) Regulations 2002
Reg 17 Post-closure plan

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil at this stage. Any associated actions to be implemented will be budgeted for as required.

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Natural Environment

Outcome: Waste is minimised, and environmentally sustainable practices are employed

Strategy: Provide an effective waste management service

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Failure to comply with Environmental Protection (Rural Landfill) Regulations 2002 by not having a post-closure plan for our landfills
Risk Likelihood (based on history and with existing controls)	(5) Almost Certain
Risk Consequence	(4) Major
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(20) Extreme
Principal Risk Theme	Compliance Failure
Risk Action Plan (Controls or Treatment Proposed)	Develop post-closure plan for our landfills

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION CO-2023-003

Moved: Cr Karen Harrington

Seconded: Cr Adam Squires

1. That Council endorses the attached Darkan and Duranillin Landfill Post-Closure Plan as presented; and
2. That Council authorises the CEO to forward the completed plan to the Department of Water and Environmental Regulation.

CARRIED



Landfill Post-Closure Plan

Darkan and Duranillin Landfills



Prepared for Shire of West-Arthur

January 2023


Project Number: TW22127

Landfill Post-Closure Plan
Darkan and Duranillin Landfills
Shire of West-Arthur



DOCUMENT CONTROL					
Version	Description	Date	Author	Reviewer	Approver
0.1	Internal Review	13/12/2022	MH	CP	CP
1.0	Client issue	13/12/2022	MH	CP	CP
1.1	Implementation of Client Comments	6/01/2023	MH	CP	CP
2.0	Second Approved Release	9/01/2023	MH	CP	CP

Approval for Release

Name	Position	File Reference
Colleen Panizza	Senior Waste Engineer	TW22127 - Darkan and Duranillin Landfill Post Closure Plan_2.0
Signature		

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Landfill Post-Closure Plan
Darkan and Duranillin Landfills
Shire of West-Arthur



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APPENDIX C Surface Water Modelling

1 Introduction

1.1 Background

The Shire of West-Arthur (the Shire) owns the Darkan Putrescible Landfill (Darkan Landfill) and the Duranillin Putrescible Landfill (Duranillin Landfill), which are located approximately 170km and 190km southeast of Perth, respectively. The Darkan Landfill is approximately 50 hectares (ha) in size, of which roughly 7ha has been cleared for waste management operations, and is the main landfill site within the Shire. The Duranillin Landfill is approximately 14.1ha and is used on an ad-hoc basis by a small portion of the Shire community. These landfill sites are registered with the Department of Water and Environmental Regulation (DWER) and are subject to the *Western Australian Environmental Protection (Rural Landfill) Regulations 2002* (Rural Landfill Regulations).

The DWER undertook an Environmental Inspection of the Darkan Landfill in November 2021, and the DWER highlighted the lack of a post-closure rehabilitation plan for both of the Shire's landfill sites, which is a requirement of the Rural Landfill Regulations.

The Shire appointed Talis Consultants Pty Ltd (Talis) to draft a Landfill Post-Closure Plan (LPCP) that outlines the current and future landfill development for both landfill sites, including surface water management and post-closure monitoring requirements.

1.2 Report Objectives

This LPCP will provide the Shire with clear direction on the closure and rehabilitation of their landfills in accordance with the Rural Landfill Regulations. As Western Australia has no landfill guidelines, the LPCP will also be guided by the Victorian Environment Protection Agency (EPA) *Best Practice Environmental Management 'Siting, Design, Operation and Rehabilitation of Landfills', 2015* (BPEM Guidelines), in order to determine appropriate landfill development and rehabilitation requirements as well as management of environmental impacts and ensure the safe and stable closure of both landfills.

The key objectives of the LPCP are to provide both landfills:

1. A final restoration profile in accordance with the Rural Landfill Regulations;
2. An estimate of remaining void space and lifespan calculations;
3. An estimate of the volume of material available/required for restoration;
4. Detail relating to the post-closure use of the Site; and
5. The post-closure monitoring requirements and period to ensure suitable protection of the environment.

2 Site Description

The following sub-sections provide an overview of the key aspects of both landfill sites, including their location, surrounding land uses, and environmental attributes.

2.1 Site Location and Access

The Darkan Landfill is located approximately 170km southeast of Perth, about 8km west of Darkan along Coalfields Rd on Crown Reserve 31890. The boundary of the site is shown in Drawing C-100 in Appendix A. Access to the site is from its northern boundary off Coalfields Rd.

The Duranillin Landfill is located approximately 190km southeast of Perth, about 2km west of Duranillin along the Bowelling-Duranillin Road on Reserve 28522. The boundary of the site is shown in Drawing C-110 in Appendix A. Access to the site is from its southern boundary.

Both landfill sites are located within the Shire of West Arthur, with the Duranillin Landfill located approximately 20km south-southeast of the Darkan Landfill.

2.2 Zoning, Surrounding Land Use and Sensitive Receptors

The Darkan Landfill, specifically the existing waste management operations footprint, is zoned as 'Public Purposes' while the remainder of the site is zoned as 'Rural', as outlined in Map 01 of the Shire's Local Planning Scheme No. 2 (the Shire's Planning Scheme). The surrounding land is predominantly agricultural and is also classified as 'Rural' under the Shire's Planning Scheme. Inspection of aerial imagery shows the nearest residences from the site's operational boundary are approximately 200m to the northwest, across Coalfields Road, and 1,500m to the east. The Collie River is approximately 550m south of the site's operational boundary.

The Duranillin Landfill is zoned as 'Public Purposes', and the surrounding land is zoned as 'Rural' as outlined in Map 01 of the Shire's Planning Scheme. Inspection of aerial imagery reveals the nearest residence approximately 800m southeast of the landfill.

2.3 Environmental Attributes

The following section outlines the key environmental attributes of the two landfill sites that are particularly relevant to the landfill development, closure, and rehabilitation, including climate, topography, geology, surface water, and groundwater.

2.3.1 Climate

Local and regional climate data sources will be utilised for evaluation of both sites' surface water management systems.

According to the Bureau of Meteorology (BOM), both landfill sites experience a temperate climate, with distinctly dry and hot summers and wet, cool winters. Data for rainfall and temperature was sourced from Scientific Information for Land Owners (SILO), a database of Australian climate data from 1889 to the present day that is hosted by the Queensland Department of Environment and Science (DES). It provides daily meteorological datasets for a range of climate variables in ready-to-use formats suitable for biophysical modelling, research, and climate applications. The datasets are constructed from observational data obtained from BOM, using mathematical interpolation techniques to infill gaps in time series and construct spatial grids. The spatial grid selected (Latitude: -33.35, Longitude:

Landfill Post-Closure Plan
Darkan and Duranillin Landfills
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116.65) encompasses the Darkan Landfill in its entirety, and was considered suitable for evaluating both landfill sites due to their close vicinity.

2.3.1.1 Rainfall

Being in a temperate climate, rainfall is seasonal with higher rainfall generally in the months of May to August. Table 2-1 presents a summary of rainfall records, from 1971 to 2021.

Table 2-1: Rainfall Overview in Millimetres (1971-2021)

Aspect	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Average	21.0	15.4	20.6	33.6	70.1	93.3	106	89.8	65.3	40.4	31.5	15.1	602
50 th Percentile	248	3.6	3.7	0.0	18.9	70.3	78.9	81.4	61.5	27	17.6	4.4	615
90 th Percentile	0.1	50.3	6.5	50.2	33.1	222	102	143	95.5	15.3	51.7	10.9	781
Highest	0.0	54	47.1	74.8	102	58	21	71.7	73.2	76.3	34.8	4.4	811

The mean annual rainfall was calculated as 602 millimetres (mm) with the highest recorded annual rainfall at 811mm, which occurred in 2021. The 50th percentile rainfall year occurred in 1982 and recorded 615mm of rainfall, while the 90th percentile rainfall year occurred in 1983 and recorded 781mm of rainfall.

2.3.1.2 Short Duration Design Rainfall

Rainfall Intensity Frequency Duration (IFD) data for the landfills was obtained using the BOM Computerised Design IFD Rainfall System (CDIRS) and the Australian Rainfall and Runoff 2016 database (ARR2016). CDIRS produces a complete set of IFD curves and associated weather data based on user-defined coordinates (<http://www.bom.gov.au/water/designRainfalls/revised-ifd/?year=2016>).

Table 2-2 summarises the Annual Exceedance Probability (AEP) of storms with 1-to-120-hour durations. AEPs are required to estimate precipitation rates for a range of events.

Table 2-2: Summary of Annual Exceedance Probabilities (ARR2016)

Storm Duration	1 in 1	1 in 10	1 in 20	1 in 50	1 in 100
	63%	10%	5%	2%	1%
Rainfall Depth (mm)					
1 hour	13.2	25.3	30.2	37.5	43.7
6 hour	25.2	48.7	58.4	73.3	86.3
12 hour	31.9	62.1	75.6	96.6	116
24 hour	39.1	76.1	94.3	122	149
48 hour	46.5	88.6	111	144	176
72 hour	51.3	95.4	119	153	186
120 hour	59.7	106	129	162	192

The Rural Landfill Guidelines state that for stormwater management “the occupier of a landfill site must ensure that stormwater on the site is adequately managed so that — (a) it is diverted from areas of the site where there is waste; and (b) water that has come into contact with waste is to be diverted into a sump on the site, or otherwise retained on the site.”

The BPEM Guidelines state that surface water management systems should be designed for a 1-in-10-year event at solid inert landfills, and 1-in-20-year events for putrescible landfills. As the sites are rural and low risk, the landfills’ surface water management systems, if deemed required, will therefore be designed to manage a 1-in-10-year storm event with contingencies for storms larger than a 1-in-20-year event. For 1-in-10-year AEP and 1-in-20-year AEP, 24-hour duration storm events, the rainfall depth is 76.1mm and 149mm, respectively.

2.3.1.3 Temperature

The highest mean maximum temperature is 30.6°C in January, while the lowest mean minimum temperature is 4.8°C in July. Table 2-3 shows the average maximum and minimum temperatures experienced at these landfill sites for years 1971 to 2022.

Table 2-3: Maximum and Minimum Temperatures (1971-2022)

Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Mean Maximum Temperature (°C)	30.6	30.2	27.4	23.1	18.8	15.9	14.9	15.6	17.6	20.8	24.8	28.6	22.4
Mean Minimum Temperature (°C)	13.6	14.0	12.7	10.0	7.3	5.5	4.8	5.0	5.8	7.2	9.8	11.8	9.0

2.3.2 Topography

Topography at the Darkan Landfill has been varied due to historic landfill operations and the Shire’s gravel and soil excavation activities for use in roadworks. The site generally slopes from the northeast to the southeast, ranging from approximately 331.5m Australian Height Datum (AHD) to 314.0m AHD. The general topography of the surrounding land slopes southwards towards the Collie River. Topography for the Darkan Landfill is shown in Drawing C-100, available in Appendix A.

The Duranillin Landfill is also varied due to historic landfilling activities, with overall topography at the site trending from approximately 274m AHD in the northwest to 250m AHD in the southeast. Local depressions and mounding are present due to gravel and soil extraction activities, historic landfilling, and waste stockpiling. Topography of the Duranillin Landfill is shown in Drawing C-110, available in Appendix A.

2.3.3 Geology

According to NationalMap (<https://nationalmap.gov.au/>), the surface geology at the Darkan Landfill is within the Yilgarn Region, comprising of archaic granitic rocks, including granite and granodiorite. The north-eastern corner of the Darkan Landfill is comprised of a ferruginous duricrust, including laterite, nodular and vuggy pisolitic, and mottled clays.

Landfill Post-Closure Plan
Darkan and Duranillin Landfills
Shire of West-Arthur



NationalMap also describes the geology at the Duranillin Site as being within the Yilgarn Region, comprising of ferruginous duricrust, including laterite, nodular and vuggy pisolitic, and mottled clays.

2.3.4 Hydrology

At Darkan Landfill, there are two informal surface water ponds located in the site's low point near its western boundary, which collects the site's surface water run-off. The Collie River is located approximately 340m from the southern edge of the Darkan Landfill boundary, or approximately 550m from the southern edge of the designated landfill area. Small surface water dams used for agricultural purposes are present approximately 120m to the north and 200m south of the site boundary.

At the Duranillin Landfill, there are no surface water ponds at the site and any surface run-off naturally flows into the site's vegetated areas due to its topography. There is a minor non-perennial stream exists approximately 1km to the west of the site, while several small agricultural farm dams are present approximately 330m southeast, 410m west, and 610m north north-east. A larger lake is present approximately 1.2km south of the site, directly across the Bowelling-Duranillin Road.

2.3.5 Hydrogeology

According to NationalMap, both the Darkan and Duranillin Landfills are located within the 'Southwest Yilgarn Groundwater Province', comprising of low-permeability, fractured and weathered rocks and local aquifers.

The Darkan Landfill has no groundwater wells within the vicinity of the site boundary; however, a groundwater well (ID 61218916) located immediately adjacent to the Collie River south of the site, shows the groundwater at approximately 6 metres below ground level (mbgl). It is assumed that groundwater levels are likely to follow the natural contours of the area near the site, in a southerly direction towards the Collie River.

DWER's Water Information Reporting Tool indicates that there is one well (ID 60910066) in the immediate vicinity of the Duranillin Landfill, which recorded groundwater levels of approximately 236mAHD in 1997, about 9mbgl.

3 Legislative Context

3.1 Environmental Protection (Rural Landfill) Regulations 2002 (WA)

Both the Darkan and Duranillin Landfills have been registered as a Category 89 Prescribed Premises under Part V of the Environment Protection Act, 1986, (EP Act). The Darkan Landfill is registered as the 'Darkan Refuse Site' under R1503/2003/1, while the Duranillin Landfill is registered as the 'Duranillin Refuse Site'.

The *Environmental Protection (Rural Landfill) Regulations 2002* (Rural Landfill Regulations) apply to Category 89 Prescribed Premises in Schedule 1 Part 2 of the *Environmental Protection Regulations 1987*, for putrescible landfill sites that accepts between 20 and 5,000 tonnes of waste per year.

These regulations outline requirements for the tipping area, covering and containing of waste, the control of surface water runoff, dust suppression, separation distances, disposing of asbestos and clinical waste, and a post-closure rehabilitation plan.

The post-closure rehabilitation plan must provide information on the following:

- Options for use of the site after landfilling has ceased, including specifying a preferred option;
- Conceptual design of the required infrastructure for the preferred post-closure option;
- Estimated final contours for the site, including allowance for settlement;
- Capping materials to be used at the site;
- Proposed stormwater management system for the site;
- Measures for environmental protection and monitoring at the site; and
- The estimated period for which the site will require monitoring.

These regulations have been adopted for both landfill sites, with consideration given to the requirements in the conceptual designs presented in this LPCP.

3.2 Victorian EPA BP EM Guidelines

The Victorian EPA *Best Practice Environmental Management: Siting, Design, Operation and Rehabilitation of Landfills, 2015*, (BP EM Guidelines) outline specific landfilling requirements and practices, particularly with regard to the design of a final landfill profile and specifics of surface water management. In the absence of West Australian landfill guidelines, these guidelines have been used to generally guide the specification of the following aspects of this LPCP:

- Final landform profiles;
- Final capping system, including materials; and
- Proposed surface water management systems.

4 Current and Historic Landfill Operations

4.1 Waste Activities

Both the Darkan and Duranillin sites are Category 89 landfills which can accept the following waste types for landfilling, as defined in the *Landfill Waste Classification and Waste Definitions 1996 (as amended 2019)*:

- Clean Fill;
- Inert Waste Type 1 – Contaminated Solid Waste meeting acceptance criteria for Class I and Class II Landfills;
- Putrescible Waste.

Both the Darkan and Duranillin Landfills are unmanned and open to the public. The Darkan Landfill is open Friday to Monday from 8am to 3pm. The Duranillin Landfill opens once per month on a Tuesday and Thursday from 7:30am to 3:30pm. The Darkan Landfill receives wastes from all of the Shire's kerbside collection activities and commercial bins once per week in addition to community drop-off, while the Duranillin Landfill only accepts non-putrescible community drop-off wastes.

All waste activities currently taking place at each site are shown in Drawing C-100 for the Darkan Landfill and Drawing C-110 for the Duranillin Landfill, provided in Appendix A.

Although disposal of asbestos and medical waste is permitted at a Category 89 landfill, only the Darkan Landfill has approval from the DWER to accept asbestos waste. The Shire have adopted an asbestos management plan, which covers asbestos handling and disposal activities at the site.

4.2 Filling History

Landfilling activities at the Darkan Landfill are estimated to have commenced in the 1980s. Landfilling has previously occurred in trenches, with landfilling now largely occurring above-ground. A landfill landform has been developed in the eastern portion of the site, with landfilling currently occurring along the southern edge of the main landfill operations area. An isolated area of landfill trenching is located in the site's northeast. Former landfill areas have been closed and capped by the Shire using approximately 700mm of clean fill and have been revegetated with wind-blown seed. The disposal of asbestos within its own monocell occurs west of the main landfill operations area. The layout of all landfill activities at the Darkan Landfill is shown in Drawing C-100, available in Appendix A.

The start of operations at Duranillin Landfill is unknown, with trenching having occurred in isolated locations across the site. Former landfill areas have been capped by the Shire using approximately 700mm of clean fill and have been revegetated with wind-blown seed. Landfilling activities are currently located in the northeast of the Site. The layout of all landfill activities at the Duranillin Landfill is shown in Drawing C-110, available in Appendix A.

4.3 Waste Data and Projections

The Darkan Landfill accepts approximately 8.5 tonnes (t) of kerbside waste per week, equivalent to approximately 442 tonnes per annum (tpa). As a conservative measure, Talis has assumed an additional 50% of waste generated within the Shire is delivered to the site via community drop-off, since there are currently no records available. This results in an average annual waste disposal of 663tpa.

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Given the correlation between the volume of waste generated in a community and its population, a generation rate per person can be applied to predicted population growth rates to determine what future volumes should be catered for at the Site. Therefore, the predicted population growth rates can be utilised for modelling waste projections, which will assist in determining the remaining landfill capacity at the site.

According to the Australian Bureau of Statistic, there were 773 people in the Shire for the 2021 Census. Averaging the annual population growth between census years provides an average annual population growth rate of -0.54%, as shown in Table 4-1.

Table 4-1: Summary of Population Growth Rate

Year	Population	Average Annual Growth Rate
2001	865	-
2006	858	-0.16%
2011	868	+0.23%
2016	809	-1.36%
2021	773	-0.89%
Average Growth Rate		-0.54%

To determine the 'worst case' landfill lifespan scenario for the Darkan Landfill, Talis then determined the maximum growth rate for the purposes of waste generation modelling. As the average population growth rate was negative, a 0% growth rate was applied to ensure a conservative result. Therefore, it is assumed that the Darkan Landfill will accept approximately 663tpa year-on-year until landfill closure. As the Shire continues to gather data on its population and landfilled waste at Darkan Landfill, these generation rate estimates should be updated, with the most conservative rate again selected for use in lifespan modelling. Use of the most conservative rate ensures that the 'worst-case' scenario is modelled, ensuring the Shire has adequate time to prepare for the landfill's end of life.

Due to the significant unknowns associated with waste drop-off at Duranillin Landfill, particularly a lack of records, no waste modelling was undertaken for Duranillin Landfill. This has been deemed not critical since the Shire are investigating the feasibility of migrating landfill operations to Darkan Landfill within the next few years (up to three years from the time of reporting).

The detailed waste generation modelling is presented in Appendix B.

5 Rehabilitation Design

The existing and future landfill developments, filling history, void space, filling rate and phasing of capping works at both the Darkan and Duranillin Landfills are discussed in the following sub-sections.

5.1 Current Landfill Profiles

The Darkan Landfill currently has a single main landfill landform, located in the central, eastern portion of the site. The landfill is approximately 2-3m above the surrounding ground level, and the landform follows the general topography of the Site, sloping westward. The current landfill area at Darkan Landfill is shown in Drawing C-100, available in Appendix A.

The Duranillin Landfill currently has a small active landfill area located in the northeast of the Site. The landform in this area is approximately 1-2m above the existing ground level, and similarly follows the general topographical trend at the site, sloping southward. The current landfill area at Duranillin Landfill is shown in Drawing C-110, available in Appendix A.

5.2 Proposed Landfill Development

Future development at both landfill sites will be guided by the Rural Landfill Regulations, specifically Regulation 5 which specifies that the tipping area of a landfill must not be greater than 30 metres in length and 2 metres above ground level in height. As a result, the final landfill design will see a 2m raise of waste above ground height prior to installation of the capping system.

There are two proposed stages of landfill development at Darkan Landfill. The landfill stages have been designed to facilitate easy compliance with the Rural Landfill Regulations, by limiting the tipping face height to 2m, and maximising void space at the site. Stage 1 is a continuance of the current landfill area and will tie-in formerly rehabilitated landfill areas into one landform. Above-ground operations will continue; however, in areas where no historic landfilling has occurred, below-ground operations are proposed to maximise void space and gain soil material for both operations (e.g., daily cover, bunds) and future rehabilitation works (i.e., capping system). For landfill void space modelling and material balance calculations outlined in Sections 5.5 and 5.6, respectively, it has been assumed that a 2m excavation is possible across the entire extent of each landfill stage, excluding former landfill areas where waste has been historically trenched. The 2m excavation depth has been set to assist the Shire in complying with the Rural Landfill Regulations for maximum tipping face height, and to maintain compliance with the groundwater separation distances, estimated to be 4m from the base of landfill excavations.

Stage 2 development area will be a new landfill area located west of the community drop-off area and will consist of below and above ground landfill operations to continue maximising void space and gaining suitable soil material. Excavations below ground within each stage will be 2m deep maximum with above-ground operations overlying below-ground landfill areas once complete. The community drop-off activities and material stockpiles within Stages 1 and 2 development areas will be relocated as required. The proposed layout at the Darkan Landfill can be seen in Drawing C-101, available in Appendix A.

Should the Shire require additional landfill capacity at the conclusion of Stage 2 operations, landfill activities could take place within the proposed greenwaste and future stockpile areas, with these waste activities relocated elsewhere onsite, including former rehabilitated landfill areas. However, greenwaste burning should not occur on top of any landfilled area. Waste stockpiling can take place on the surface of former rehabilitated landfill areas if the capping design outlined in Section 5.4.2 is maintained, and a smooth, stable surface is developed for the works for both access and health and safety.

The landfill area within Duranillin Landfill will be extended to the west on an as-needs basis due to the limited and highly variable waste acceptance rates at the site. No community drop-off activities and material stockpiles will need to be relocated; however, the Shire is currently investigating the feasibility of establishing a waste transfer station at the site in order to consolidate landfill operations to only the Darkan Landfill. The proposed layout at the Duranillin Landfill can be seen in Drawing C-111.

5.3 Final Fill Profile

It is proposed to cap both landfill sites in an approach that will comply with the objectives set out in the Rural Landfill Regulations and BPEM Guidelines. To guide these works, key objectives adopted for the final waste profile, onto which the capping system will be installed, include the following:

- Final fill profile and slopes that are between 5% and 20% to:
 - Ensure the long-term stability and integrity of the capping material and containment layer;
 - Promote natural surface water run-off;
 - Provide an aesthetically acceptable landform; and
 - Minimise long-term maintenance requirements.

Drawings C-102, C-201 and C-202 show the final waste profile for Stages 1 and 2 at the Darkan Landfill that is in general compliance with the Rural Landfill Regulations and will have a maximum height of 331mAHD in Stage 1 and 319mAHD in Stage 2. The profiles in each stage maintain an approximate 2m above the existing ground levels and provides a smooth surface for the installation of a capping system. As shown in Drawing C-103, there are minimal reprofiling requirements of approximately 270m³.

Drawings C-104 and C-210 show the final waste profile at the Duranillin Landfill that is in general compliance with the Rural Landfill Regulations and will have a maximum height of 258mAHD. The profile maintains an approximate 2m above the existing ground levels and provides a smooth surface for the installation of a capping system. As shown in Drawing C-105, there are minimal reprofiling requirements of approximately 69m³.

5.4 Rehabilitation Profile

5.4.1 Design Considerations

The landfill capping system design must consider site uses after landfilling operations have ceased at each site. Following the landfill closure at Darkan Landfill, the site will continue to be used as a community drop-off area and material storage area. Following the landfill closure at the Duranillin Landfill, the Shire is investigating the feasibility of developing a small vehicle waste transfer station to collect and bulk-up select waste streams prior to transfer to Darkan Landfill.

Since the Rural Landfill Regulations do not provide specific details on rehabilitation design, a landfill capping system designed to comply with the BPEM Guidelines is proposed for each landfill site. In accordance with BPEM Guidelines, the design of the final capping for the landfill shall:

- Design and construction of the best cap practicable to prevent pollution of groundwater and degradation of air quality;
- Minimising seepage through the landfill cap by encouraging shedding of surface water;
- Progressive rehabilitation;
- Minimise infiltration of surface water into the waste;

- Provide a long-term, stable barrier between waste and the environment to protect human health and the environment; and
- Provide land suitable for its intended after use.

In addition, the following site attributes influenced the proposed capping design for both landfill sites:

- The groundwater table is more than 3m below the base of the proposed landfill excavation areas;
- Minimal waste inputs;
- The Shire is in a temperate climate with distinctively dry and warm summers and with an average rainfall of 600mm (compared to Perth at 730mm).

5.4.2 Cap Design

In order to meet the design considerations discussed in Section 5.4.1, the proposed capping system for the landfill areas at both Darkan Landfill and Duranillin Landfill is as follows, in order of construction, from bottom to top:

- 100mm Regulating Layer;
- 300mm Compacted Soil Layer;
- 400mm of Restoration Layer, comprising:
 - 300mm thick site-won subsoils; and
 - 100mm thick topsoils or growing medium/mulch;
- Vegetation Layer from wind-blown seed to reduce erosion and advance revegetation.

The elements of this capping system are discussed in further detail in the following sub-sections, with the design shown in Drawings C-104 and C-114, available in Appendix A.

5.4.2.1 Regulating Layer

The preferred design approach for the capping system is the utilisation of a 100mm thick regulating bedding layer, consisting of site-won material to provide a smooth firm subgrade for installation of the compacted soil layer.

The regulating layer should meet the following criteria:

- Free from organic matter, perishable material or other deleterious material;
- Not contain clay with liquid limit >80% and/or plasticity index >55%; and
- Have a maximum particle size <50mm.

The material for the regulating layer may be sourced from existing stockpiles of excavated soils created during the development of either Stage 1 or Stage 2 at Darkan Landfill, or from construction of a borrow pit at Duranillin Landfill. The landfill's temporary capping as described in Section 5.8 may form part of the regulating layer.

5.4.2.2 Compacted Soil Layer

The 300mm thick low permeability Compacted Soil Layer will be formed from clayey material won from the excavation works during Stage 1 and Stage 2 development at Darkan Landfill, or from a

borrow pit constructed at Duranillin Landfill. The soil material should be compacted to reduce the permeability as much as practicable for the material.

It is unknown whether any Site-won soils at either site will be able to meet the standard 1×10^{-9} permeability for a sealing layer. However, there is potential to reduce the permeability requirements considering the small, low environmental risk of each landfill and following a residual risk assessment with subsequent discussions with the DWER.

5.4.2.3 Restoration Layer

The 400mm Restoration Layer will mostly consist of site-won material from the excavation works during Stage 1 and Stage 2 development at Darkan Landfill, or from construction of a borrow pit at Duranillin Landfill. The lower revegetation layer will comprise of a minimum 300mm of subsoils. The surface of the revegetation layer will comprise of 100mm topsoil, which may be mixed with mulch supplied and placed by the Shire, if available.

The topsoil will promote the growth of the vegetation on the surface of the capping system, which will help minimise erosion. Due to the low-risk nature of both landfills, it is anticipated that wind-blown seed will be adequate for establishing a vegetation layer, however this may be supplemented with tube stock planting or application of a seed mix in areas where natural vegetation is taking longer to establish. The application of grass/seed mix, where undertaken, should be based on species native to the region.

5.4.3 Final Restoration Profile

Drawings C-104, C-201 and C-202 show the final restoration profile for Stages 1 and 2 at Darkan Landfill based on its proposed final fill profiles and capping system design. The profile for Stage 1 has a maximum height of 334mAHD, which is approximately 4-5m above existing ground levels, while Stage 2 has a maximum height of 322mAHD, which is approximately 3-4m above existing ground levels.

Drawings C-114 and C-210 show the restoration profile at Duranillin Landfill based on its proposed final fill profile and capping system design. The profile has a maximum height of 259mAHD, which is approximately 3m above existing ground levels.

The proposed final restoration profiles at each site provide the following key outcomes:

- The encapsulation of all waste disposed across the landfill site;
- Facilitate the conventional rehabilitation of each site through compliance with the Rural Landfill Regulations;
- The development of a best practice landfill profile and side slopes which will:
 - Provide a suitable surface for the construction of a capping system;
 - Promote the natural flow of surface water off the landfill, minimising pooling and infiltration;
 - Facilitate the development of a typical perimeter drain, where relevant, to cater for surface water across the capped landfill;
 - Ensure the long-term stability and integrity of the capping system and environmental control systems (surface water management);
 - Minimise the long-term maintenance requirements of the capping system;
 - Provide an aesthetically acceptable landform long-term and support further post-closure land uses; and

- Facilitate phased capping.

5.5 Void Space Modelling

Void space modelling ensures that a landfill site can cater for future long-term waste management demands, and the results can be used to project key capital works over the various financial years going forward, and ensure continued operations to cater for the communities' disposal requirements.

Void space modelling is typically undertaken to determine the remaining capacity of a landfill using calculated waste projections. As discussed in Section 4.3, it is determined that the Darkan Landfill will accept approximately 663tpa year-on-year until landfill closure and no waste modelling was undertaken for Duranillin Landfill. However, the Shire has requested up to three years of capacity at Duranillin Landfill until landfill operations are potentially migrated over to Darkan Landfill.

For the purposes of this modelling for Darkan Landfill, the worst-case scenario must be considered where there is no introduction of significant waste diversion programs that would diminish the tonnages delivered to Darkan Landfill for disposal. In addition, the density of waste after placement is assumed to be 0.65t/m³ and the cover material requirements is assumed to be 20% of the total available void space volume, both commonly used industry standards for a rural landfill.

Based on the proposed designs across Stages 1 and 2 at Darkan Landfill, its estimated lifespan is presented in Table 5-1.

Table 5-1: Estimated Lifespan of the Darkan Landfill

Stage	Available Void Space (m ³)	Net Void Space ex. 20% Cover Soils (m ³)	Landfill Capacity (yrs)*
Stage 1 – above ground	15,432	12,346	12.1
Stage 1 – below ground*	15,723	12,579	12.3
Stage 1 Subtotal	31,155	24,924	24.4
Stage 2 – above ground	4,307	3,446	3.4
Stage 2 – below ground*	7,831	6,265	6.1
Stage 2 Subtotal	12,138	9,711	9.5
Total	43,294	34,635	34

* Assumed at 0.65t/m³ compaction rate

** Maximum estimated void from 2m excavation depth where landfilling has not previously occurred

It is estimated that there is approximately 34,635m³ of void space remaining at Darkan Landfill between the Stages 1 and 2, which is equivalent to almost 34 years of landfill lifespan. It is worth noting that approximately half of this void comes from below ground landfilling operations, and the lifespan of the Site is approximately 15.5 years if no below-ground landfilling occurs.

At Duranillin Landfill, the proposed final fill profile provides a total void of 746m³, of which 597m³ is available for waste using an assumed 20% cover soils. The allows for up to 200m³ of waste per year to be landfilled.

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The lifespan and void consumption rates are very sensitive to changes in the amount of cover soil used, waste inputs, and the compaction rates achieved at each site. The on-site void consumption rate should be monitored annually to determine a more accurate representation of void consumption for lifespan modelling. Similarly, changes in waste input will impact the void consumption onsite. Therefore, waste and void calculations should be updated regularly to better understand the future demand for landfill void and plan the key capital expenditure works accordingly.

The detailed void space modelling is presented in Appendix B.

5.6 Material Balance

A Material Balance is the calculation of the volume of materials required to carry out engineering works, daily cover activities, and landfill restoration works and comparing these quantities to the volume of material which can be retrieved from site. The balance of material requirements against supply over the life of each landfill should be considered during the conceptual design stage to ensure that the design optimises available fill to meet these requirements. If a Material Balance is not achieved over a landfill's lifespan, the deficient material will need to be imported at additional cost.

The material required throughout the life of each landfill includes landfill construction (internal and external bunds), daily cover material and capping/restoration material, which is further explained as follows:

- Daily cover material and internal bunding is assumed as 20% of the total landfill void;
- The capping material volume is calculated from the modelled three-dimensional volume of the restoration soil layer; and
- All the material available from site excavation activities is assumed suitable for landfill construction and operating activities.

Table 5-2 shows the approximate material balance for Darkan Landfill and Duranillin Landfill, based on the construction of 2m deep excavations and the 3D designs presented in Appendix A.

Table 5-2: Approximate Material Balance Calculations for the Sites

Site	20% Daily cover material (m ³)	Net cut to create infrastructure (m ³)	Capping material required (m ³)	Subtotal (m ³)	
Darkan Stage 1 – Above Ground	-3,086	0	-18,393	-21,480	-7,264*
Darkan Stage 1 – Below Ground	-3,145	+15,723	-	+12,578	
Darkan Stage 2 – Above Ground	-861	0	-3,964	-4,826	
Darkan Stage 2 – Below Ground	-1,566	+7,831	-	+6,265	
Darkan Surface Water Management**	-	+198	-	+198	
Duranillin Landfill	-149	-	-1,738	-1,887	

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Total (m³)	-8,808	23,752	-24,096	-9,152
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*Denotes subtotal for the Darkan Landfill

**Proposed surface water management is discussed in detail in Section 6.

The highest material requirement for the landfill sites is the capping material requirements with an estimated total of 22,358m³ at Darkan Landfill, and 1,738m³ at Duranillin Landfill. Currently, there is a deficiency of material at both sites required for their landfill closure. At Darkan Landfill, this deficiency is approximately 7,250m³ while at Duranillin Landfill this deficit is approximately 1,900m³. These values are sensitive to the amount of cover soils used during operations, and the amount of material reclaimed when constructing below ground landfilling areas at Darkan Landfill.

This soils deficiency can be made up through a variety of methods, including on-site borrow pits at either site. Coordinating the development of Stage 2 with the closure of Stage 1 at the Darkan Landfill can help provide the material requirement for rehabilitation and minimise mobilisation costs.

5.7 Phasing of the Capping Works

To improve environmental outcomes for any rural landfill, it is typically recommended that capping should be undertaken every five to ten years, as filling rates and Shire budgets allow.

As described in Section 5.5, the total remaining air space of Darkan Landfill is estimated to be 34,635m³, which is anticipated to provide up to 34 years, while landfill activities at Duranillin Landfill are projected to continue for only three more years. Due to its longer lifespan across two stages of landfill development, the capping works at Darkan Landfill have been split into several phases. The Duranillin Landfill capping works are proposed to occur as a single event when the landfill at the site is closed, and the small vehicle waste transfer station is operational.

Table 5-3 outlines the proposed phased capping works for Darkan Landfill and Duranillin Landfill.

Table 5-3: Phasing of Capping Works

Site	Year of Completion	Recommended Number of Capping Events
Darkan Landfill Stage 1	2047*	2-4
Darkan Landfill Stage 2	2056*	1-2
Duranillin Landfill	2026	1

*Assumes full utilisation of proposed below ground landfill operations

The schedule for the phasing of the capping works is heavily dependent on the rate of waste intake to ensure the next phased area is ready for capping works. Ideally, capping works should be scheduled within six months of completion of tipping operations where possible.

5.8 Temporary Capping System

Due to the relatively long landfill lifespan at the Darkan Landfill as discussed in Section 5.5, temporary capping works may be required as an interim protective measure until the permanent capping works commence. The temporary cap will need to be consistently maintained, particularly after extreme rainfall events, which could result in scouring and erosion. The temporary capping system should consist of 300mm of low permeability compacted soil layer at a minimum and should be formed such that surface water run-off is diverted away from the landfill. This temporary capping layer should be scraped back in the event of further waste placement or may be used as the Regulating Layer for the foundation of the capping system described in Section 5.4.2.

Temporary capping at Duranillin Landfill is not proposed due to the short remaining landfill lifespan as discussed in Section 5.5 and proposed capping plan as discussed in Section 5.7.

5.9 Asbestos Disposal

As discussed in Section 4.1, the Darkan Landfill is currently allowed to accept asbestos wastes, and has adopted an asbestos management plan which covers handling and disposal activities. These activities will be undertaken in accordance with Regulation 16 of the Rural Landfill Regulations, which includes:

- Ensuring that all asbestos waste is disposed of under the Shire's personal supervision, or under the personal supervision of a nominated representative;
- Ensuring that asbestos wastes are covered as soon as practicable following deposition with clean fill soils to a minimum depth of one metre; and
- Maintaining a register and site plan showing where asbestos has been disposed, and the details of its disposal.

The Duranillin Landfill is not permitted to accept asbestos waste, and no asbestos disposal will occur at the site.

6 Surface Water Management

Environmental risks associated with leachate and surface water at Darkan Landfill will be managed through the development of a Surface Water Management System (SWMS), which will be designed to meet two key objectives including minimising leachate generation and proactively managing surface water. These objectives and the design features incorporated to achieve them are shown in Table 6-1.

Table 6-1: Objectives and Associated Design Features of the Surface Water Management System

Objective	Design Feature
Minimise Leachate Generation	Implement a site-specific capping and surface water management system over the landfill.
	Develop a perimeter drainage system that: <ul style="list-style-type: none"> • Maintains connectivity with the capping system; and • Includes strategically located discharge points away from the waste mass.
	Locate long-term surface water discharge points.
Proactively Manage Surface Water	Incorporate measures into the capping system to direct surface water from the landfill cap to the discharge points.
	Ensure the surface water management system is appropriately sized to manage a 1-in-10-year Annual Exceedance Probability (AEP) storm event and will not result in catastrophic failures during a storm larger than a 1-in-20-year AEP event.
	Establish controlled discharge points for surface water.

The conceptual design for the final capping system at Darkan Landfill incorporates conceptual surface water management infrastructure to prevent the infiltration of surface water into the waste mass and thereby preventing the production of leachate over time.

Discussions with the Shire have identified no issues relating to surface water management at Duranillin Landfill, including no issues relating to pooling or flooding of the existing landfill area. The site only accepts non-putrescible wastes and is considered to have a very low environmental risk profile. For these reasons, a formal surface water management system at the Site is not currently proposed, with runoff from the capping system following the natural surface water flow towards the site's vegetated southeast.

6.1 Key Infrastructure

The following sections discuss the proposed key infrastructure at Darkan Landfill only since no formal surface water management system is currently proposed for Duranillin Landfill.

6.1.1 Perimeter Swales

At Darkan Landfill, perimeter swales will run around the boundary of each landfill area and will be used solely to collect surface water that sheds from the landfill's restoration profile following permanent capping works. These drains will connect to a new surface water attenuation pond, which are discussed further in Section 6.1.2. These drains will be clean earth channels which will be constructed progressively as the landfill is permanently capped.

6.1.2 Surface Water Pond

At Darkan Landfill, the two existing informal surface water ponds will be amalgamated into one formal surface water attenuation pond in the western section of the site as shown in Drawing C-101. The pond will be constructed with a 300mm compacted subgrade layer using onsite soil material, and will feature a passive spillway that will allow for a controlled release of surface water offsite during large storm events greater than 1-in-20-year AEP storm event.

6.2 Surface Water Modelling

The SWMS at Darkan Landfill has been designed to contain and control surface water runoff from a 1-in-10-year AEP storm event, at a minimum. However, storm events up to 1-in-20-year recurrence intervals should also be considered to ensure that they do not result in any catastrophic failures such as flooding of the landfill areas. Therefore, the design of the surface water management infrastructure at the Site has considered 1-in-10-year storm events with contingencies for 1-in-20-year storm events.

The proposed surface water management infrastructure consists of perimeter swales and a new surface water attenuation pond as discussed in Section 3.1. To determine the appropriate design for this infrastructure, modelling was undertaken utilising a Microsoft Excel surface water pond and drainage swale sizing algorithm based on local climate data including rainfall depth and intensity.

6.2.1 Catchment Areas

To assist modelling, the site was split into four sub-catchment areas based on topographical data, the design of the landfill areas and other supporting infrastructure. The following sections discuss the design criteria for these catchments, which include the Stage 1 and Stage 2 landfill areas, the asbestos landfill area and the community drop-off hardstand area.

6.2.1.1 Runoff Coefficient

Based on the geology of the site, the surface soils are considered to be clayey soils. The topsoils of the landfill slopes will be constructed with these site-won soils which will have a maximum grade of approximately 5%. Using the Queensland Urban Drainage Manual¹, the runoff coefficient for graded clayey soils at a gradient of 0-5% is 0.5, and this value was used for modelling purposes.

6.2.1.2 Catchment Design Summary

Table 6-2 summarises the design details of the catchment areas considered for the SWMS.

Table 6-2: Summary of Catchment Areas

Catchment	Area (ha)	Runoff Coefficient
Stage 1	2.27	0.5
Stage 2	0.49	0.5
Asbestos Landfill	0.37	0.5
Hardstand Area	0.57	0.5

¹ Queensland Urban Drainage Manual. 4th Edition. Institute of Public Works Engineering Australasia, Queensland.

The catchment areas identified in Table 6-2 are utilised to calculate the required capacity of the new surface water pond and assisted in determining the recommended geometry of swale system to transfer surface water run-off to this pond.

6.3 Surface Water Infrastructure Design

The following sections describe the modelling results and the finalised design characteristics of the key infrastructure proposed for the SWMS at Darkan Landfill.

6.3.1 Swale System

The swales should have a general trapezoidal design shown in Figure 6-1.

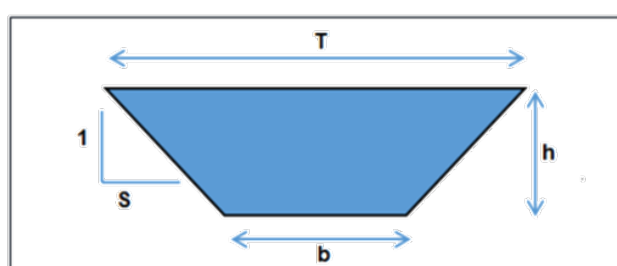


Figure 6-1: Swale Geometry

To simplify the swale system, two swale designs are proposed for implementation throughout the site, which is presented in Table 6-3, with the dimensions corresponding to the swale shown in Figure 6-1. Design A will be utilised around the perimeter of the Stage 1 landfill area, the future stockpile area and the asbestos disposal area. Design B will be used around the perimeter of the Stage 2 landfill area.

Table 6-3: Proposed Swale Design

Design	S	b (m)	T (m)	h (m)
A	5	2	4	0.2
B	3.5	1	2.4	0.2

6.3.2 Surface Water Pond

Table 6-4 outlines the key design criteria for the proposed surface water pond, which is illustrated in Drawings C-101 and C-203 provided in Appendix A.

Table 6-4: Summary of Surface Water Pond Design Criteria

Approx. Dimensions [LxWxh] (m)	Side Slopes (V:H)	Surface Area (m ²)	Operational Pond Capacity* (m ³)	Required Capacity (m ³)	
				1:10, 24hr	1:20, 24hr
90 x 22.5 x 1.5	1:3	2,025	1,741	1,564	1,938**

*Operational Pond Capacity assumes a 300mm freeboard to account for the proposed passive spillway.

**Surface water will overflow offsite.

The pond has been designed to handle a 1-in-10-year, 24-hour storm event. This pond is an improvement from the site's current informal surface water management system and provides significant attenuation before the surface water runoff overflows offsite. Calculations for the sizing of the surface water ponds and conveyance network are presented in Appendix C.

7 Post-Closure Management and Monitoring

The BPEM Guidelines state that the typical period for aftercare for a putrescible landfill is approximately 30 years. The following areas have been considered in planning for the aftercare period:

- Maintenance of landfill cap, in particular to:
 - Prevent/control erosion
 - Restore depressions, seal and monitor cracks in the cap caused by settlement
 - Restore/maintain vegetation
- Environmental monitoring of:
 - Groundwater
 - Surface water
 - Landfill gas (if any)
 - Landfill leachate (if any)
 - Topography (i.e. settlement).

The environmental management measures that will be employed, and associated monitoring works, are described in the following sections.

7.1 Landfill Gas

The low levels of waste acceptance at both sites, and particularly the lack of putrescible waste accepted at the Duranillin Landfill, indicate that any landfill gas generation will be limited at these sites. The proposed landfill capping system should be adequate in controlling the landfill gas risk at each site, which will oxidise as it permeates through the landfill's soil cap. The lack of sensitive receptors near both landfill sites also lowers the environmental and human health risks of each site.

Therefore, no landfill gas management or monitoring infrastructure is considered warranted for either Darkan Landfill or Duranillin Landfill.

7.2 Landfill Leachate

Leachate generation and contamination of groundwater at Darkan Landfill will be monitored through ground water monitoring bores, described further in Section 7.4. Duranillin Landfill has accepted predominantly non-putrescible wastes and is anticipated to cease landfill operations within the next few years. For these reasons, the landfill is considered to have a very low environmental risk, and therefore the Duranillin Landfill will not require groundwater monitoring.

The implementation of the capping system at both landfills will significantly reduce water infiltration and leachate generation, which in turn will reduce the amount of leachate permeating into the groundwater, reducing any environmental impacts. Therefore, it is recommended that the capping of the landfill is undertaken progressively where possible once final fill levels have been achieved.

7.3 Surface Water

To ensure that the surface water management system is functioning effectively at the Darkan Landfill, samples should be taken at the discharge points to the surface water pond annually and tested for evidence of leachate or other contaminants. Based on the climate and precipitation patterns, the

sampling rounds should be carried out during the winter, or after a significant rain event. Where the results indicate the presence of contaminants, the source of the contamination should be identified, and action taken to remedy any failures in the system. This may require sampling of the individual channels of the surface water management system to assist in the identification of the source. A physical inspection of the surface water management system during sampling rounds or after heavy rainfall events should also be carried out to ensure that it is operating effectively. This sampling should be continued during the first five years following the rehabilitation of the landfill. After this time, further monitoring may not be required if results indicate that the surface water management system is effective.

At Duranillin Landfill, there is no formal surface water management system due to the limited landfill lifespan remaining, and the low-risk nature of the wastes disposed of at the site. Therefore, there is no required surface water monitoring.

7.4 Groundwater

At the Darkan Landfill, putrescible waste is accepted, and the site will have a relatively long landfill lifespan. Therefore, it is recommended that the Shire install three new groundwater monitoring bores, one upstream and two downstream of the site's landfill areas to monitor potential groundwater impacts from the site. These bores should be monitored on an annual basis during operation, with the monitoring persisting for 25 years post-closure based on the risk profile of the site. The proposed locations of the monitoring bores are presented in Drawing C-101.

As discussed in Section 7.2, the Duranillin Landfill has a limited remaining lifespan and does not accept putrescible wastes, posing a very low risk to groundwater. For these reasons, no groundwater monitoring bores will be constructed at the site, with the risk to groundwater diminishing over time following installation of the capping system. The proposed small vehicle waste transfer station at the site should incorporate suitable engineering mechanisms to ensure that groundwater quality is not affected, including but not limited to the use of bins to prevent potentially contaminated water from entering the groundwater system.

7.5 Topography

Following rehabilitation, inspections of the integrity of the capping system at both sites should be conducted twice annually and following severe weather events. It is critical for the proposed topsoil layer to remain in place until the surface vegetation has been established and it may be necessary to reinstate displaced restoration soils. As vegetation establishes, the chance of erosion decreases, and the frequency of visual inspections can be reduced. If an inspection highlights any damage to the capping system, from erosion or settlement, then works should be undertaken to repair the capping system in line with the designs presented in Appendix A as soon as possible to mitigate further damage.

7.6 Vegetation

Vegetation growth should be visually monitored following the revegetation of landfilled areas at Darkan Landfill and Duranillin Landfill. Any plants that die off or fail to take should be replaced to maintain the integrity of the capping system. Monitoring for weeds should also be undertaken, with weed control measures implemented biannually. Establishment of vegetation is critical in the years following capping as vegetation assist in reducing erosion and maintain the integrity of the capping system.

Landfill Post-Closure Plan
Darkan and Duranillin Landfills
Shire of West-Arthur



7.7 Monitoring Program

The proposed Post-Closure Management and Monitoring Program at Darkan Landfill is presented in Table 7-1.

Table 7-1: Post-Closure Management & Monitoring Program for Darkan Landfill

Aspect	Monitoring Method	Frequency	Duration
Landfill Gas	No post-closure management or monitoring recommended		
Landfill Leachate	No post-closure management or monitoring recommended		
Surface water	Sampling at surface water evaporation pond	Annually	During operation and the following 5 years post-closure
Groundwater	Borehole sampling	Annually	During operation and the following 25 years post-closure
Topography	Visual Inspection	Biannually*	First 2 years following closure
		Every 2 years	Following 13 years
		Every 5 years	Following 15 years
Vegetation	Visual Inspection	Biannually	First 2 years following closure
		Every 2 years	Following 13 years
		Every 5 years	Following 15 years

* Following extreme weather events, it is recommended to undertake an inspection of the restoration soils and monitor the formation of any rills or gullies

The proposed Post-Closure Management and Monitoring Program at Duranillin Landfill is presented in Table 7-2.

Table 7-2: Post-Closure Management & Monitoring Program for Duranillin Landfill

Aspect	Monitoring Method	Frequency	Duration
Landfill Gas	No post-closure management or monitoring recommended		
Landfill Leachate	No post-closure management or monitoring recommended		
Surface Water	No post-closure management or monitoring recommended		
Groundwater	No post-closure management or monitoring recommended		
Topography	Visual Inspection	Biannually*	First 2 years following closure
		Every 2 years	Following 13 years
		Every 5 years	Following 15 years
Vegetation	Visual Inspection	Biannually	First 2 years following closure
		Every 2 years	Following 13 years
		Every 5 years	Following 15 years

* Following extreme weather events, it is recommended to undertake an inspection of the restoration soils and monitor the formation of any rills or gullies

Landfill Post-Closure Plan
Darkan and Duranillin Landfills
Shire of West-Arthur



APPENDIX A

Drawings

Drawing C-100: Darkan Landfill Existing Site Layout

Drawing C-101: Darkan Landfill Proposed Site Layout

Drawing C-102: Darkan Landfill Final Fill Profile

Drawing C-103: Darkan Landfill Final Fill Profile Isopachyte

Drawing C-104: Darkan Landfill Top of Restoration

Drawing C-110: Duranillin Landfill Existing Site Layout

Drawing C-111: Duranillin Landfill Proposed Site Layout

Drawing C-112: Duranillin Landfill Final Fill Profile

Drawing C-113: Duranillin Landfill Final Fill Profile Isopachyte

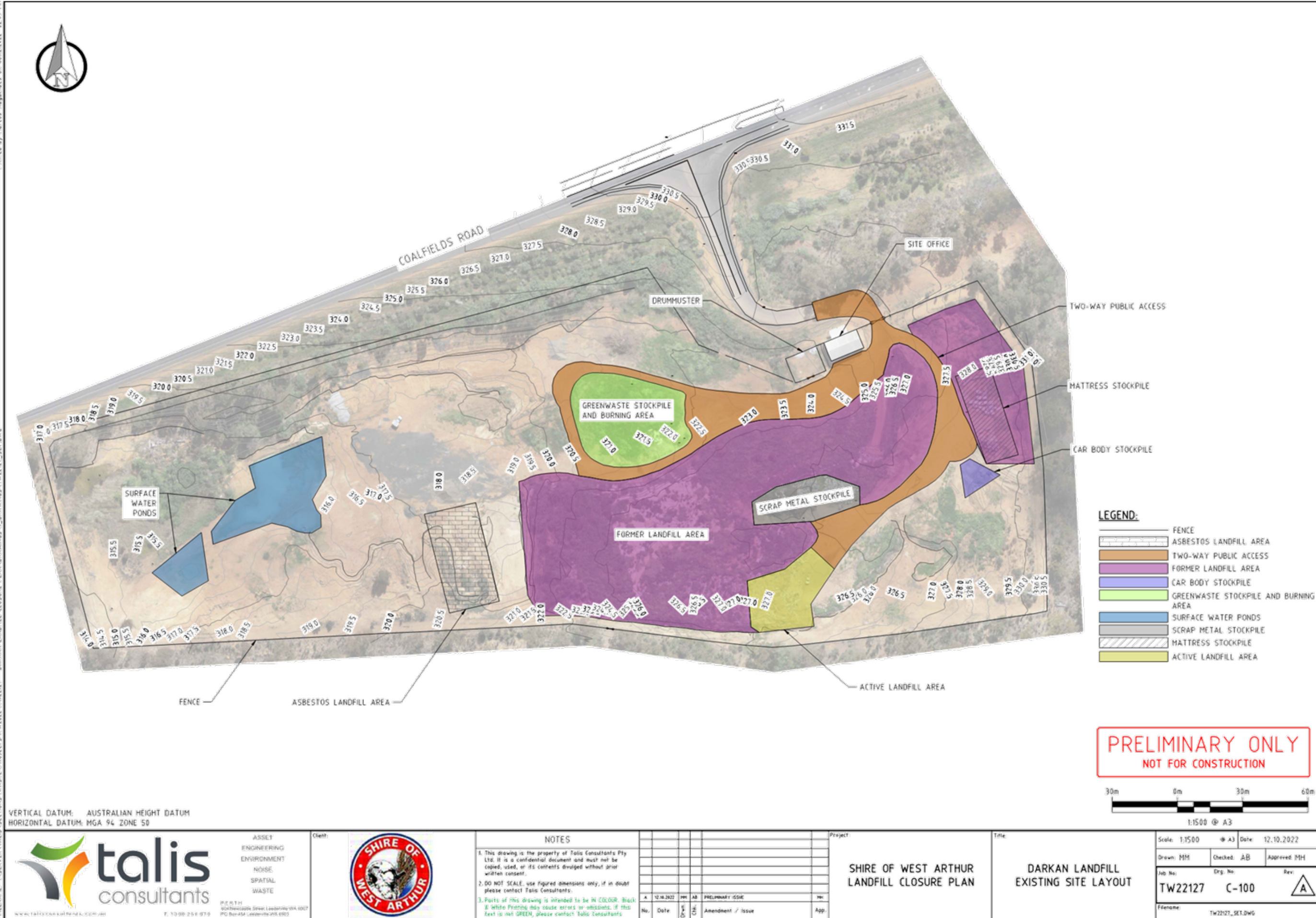
Drawing C-114: Duranillin Landfill Top of Restoration

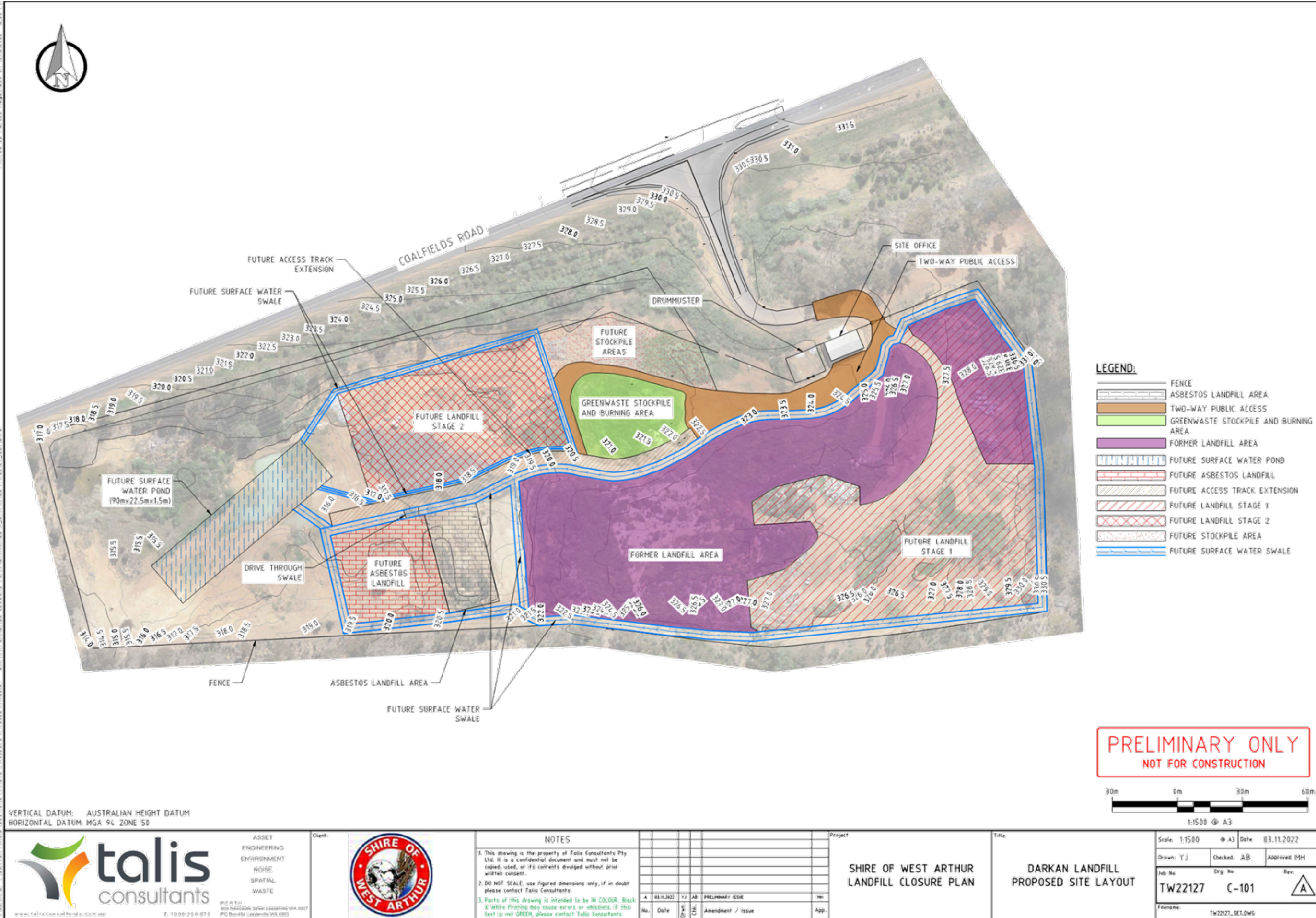
Drawing C-201: Darkan Landfill Long Sections Sheet 1 of 2

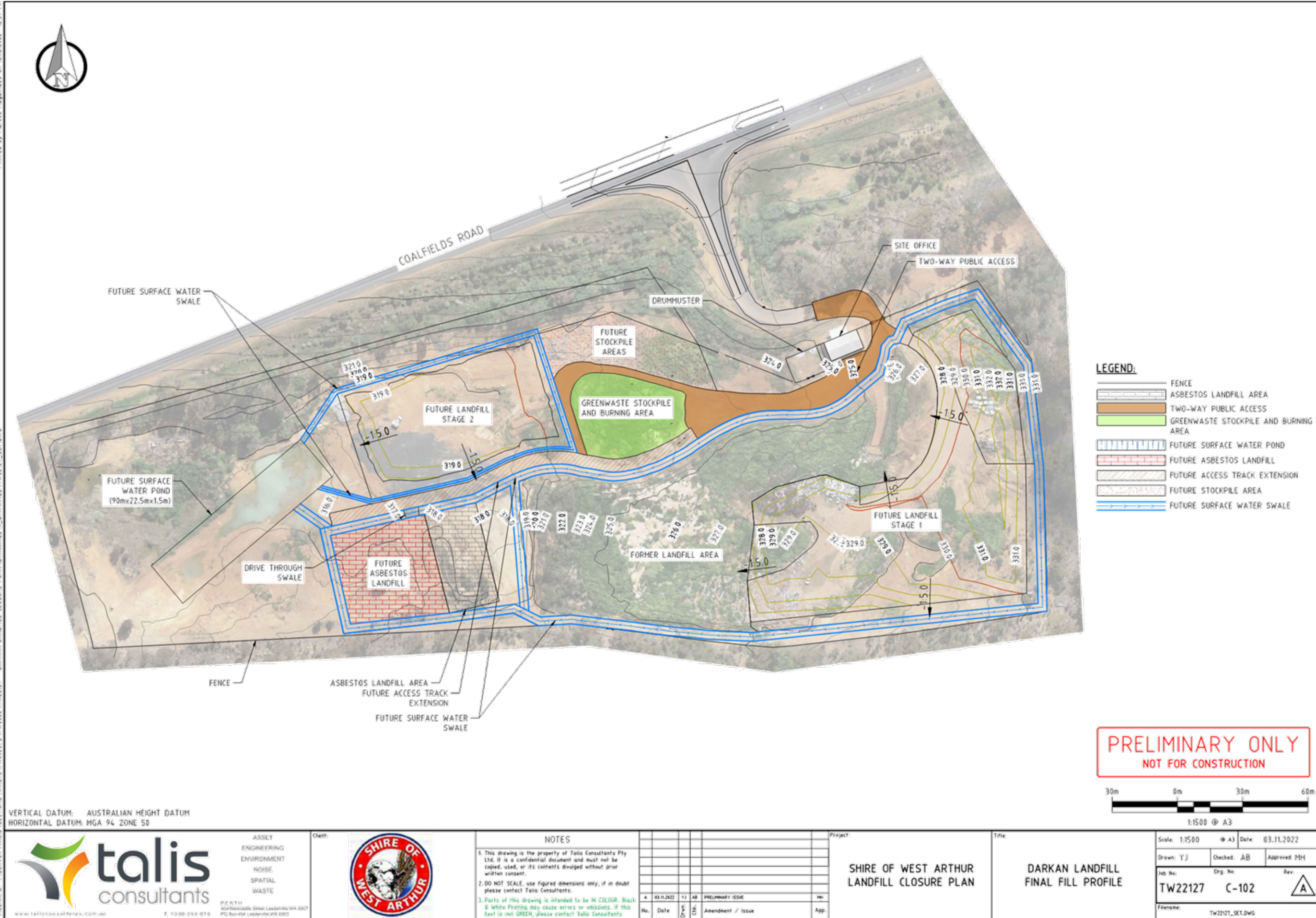
Drawing C-202: Darkan Landfill Long Sections Sheet 2 of 2

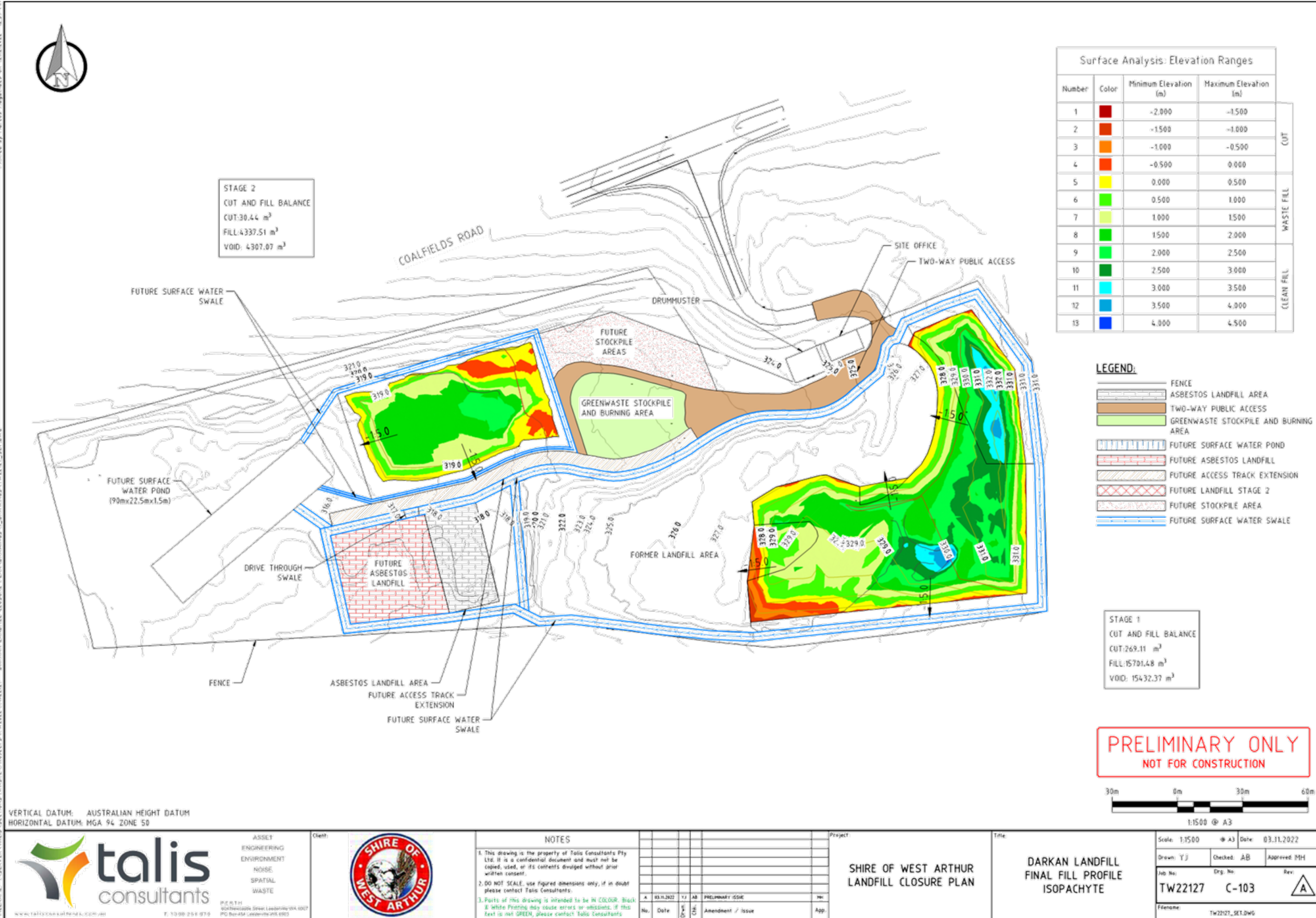
Drawing C-203: Darkan Landfill Surface Water Pond Long Sections

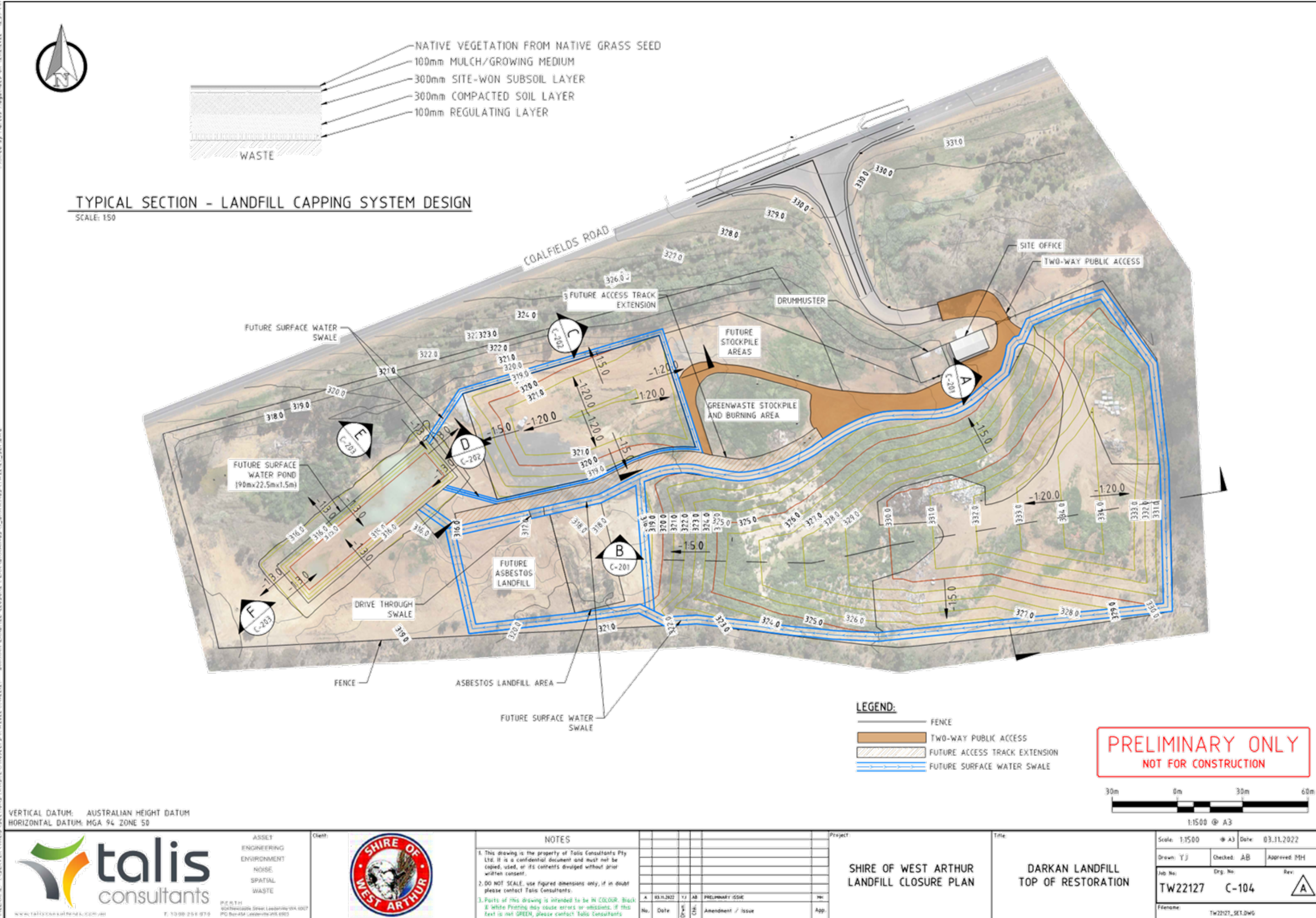
Drawing C-210: Duranillin Landfill Long Sections

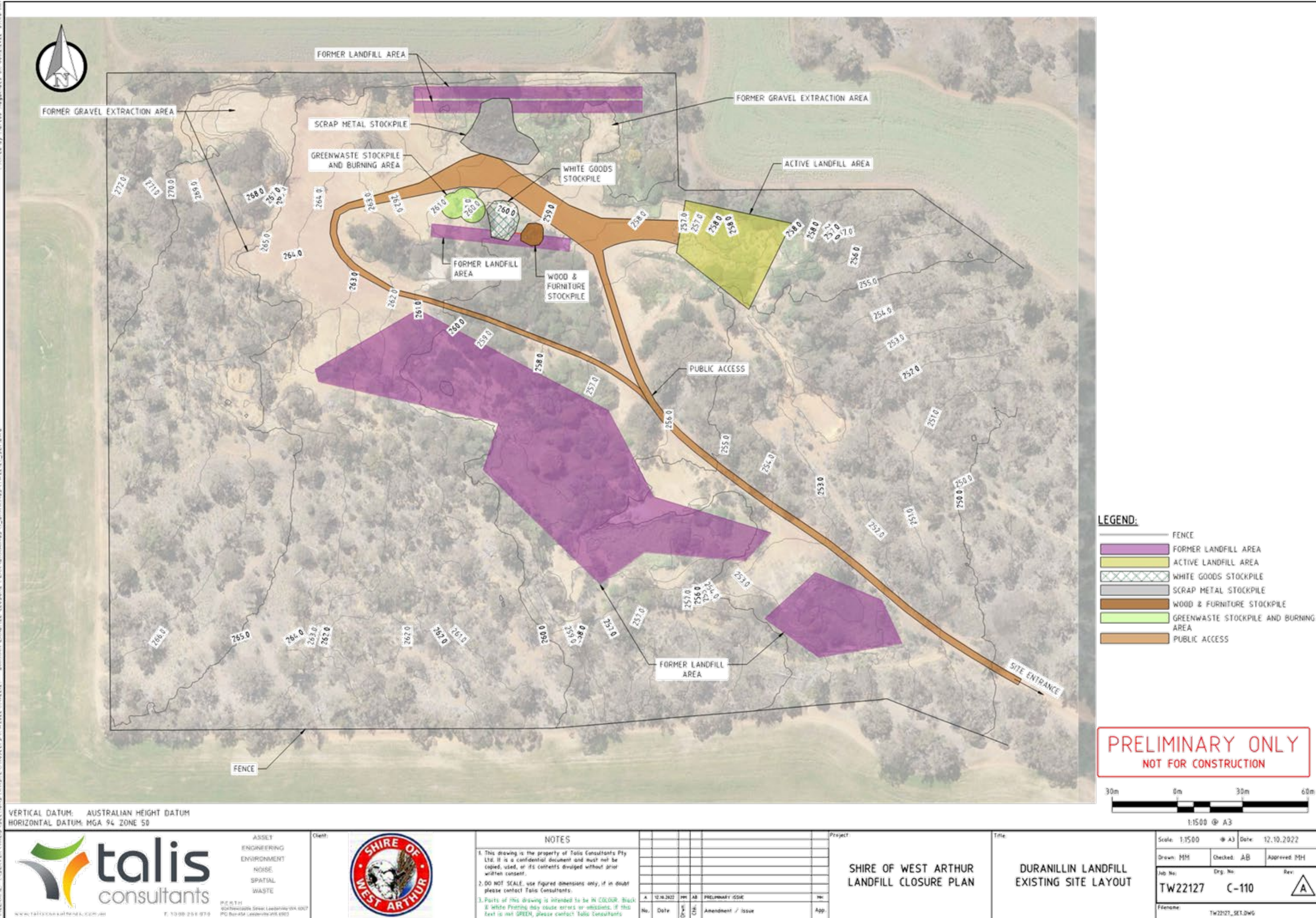


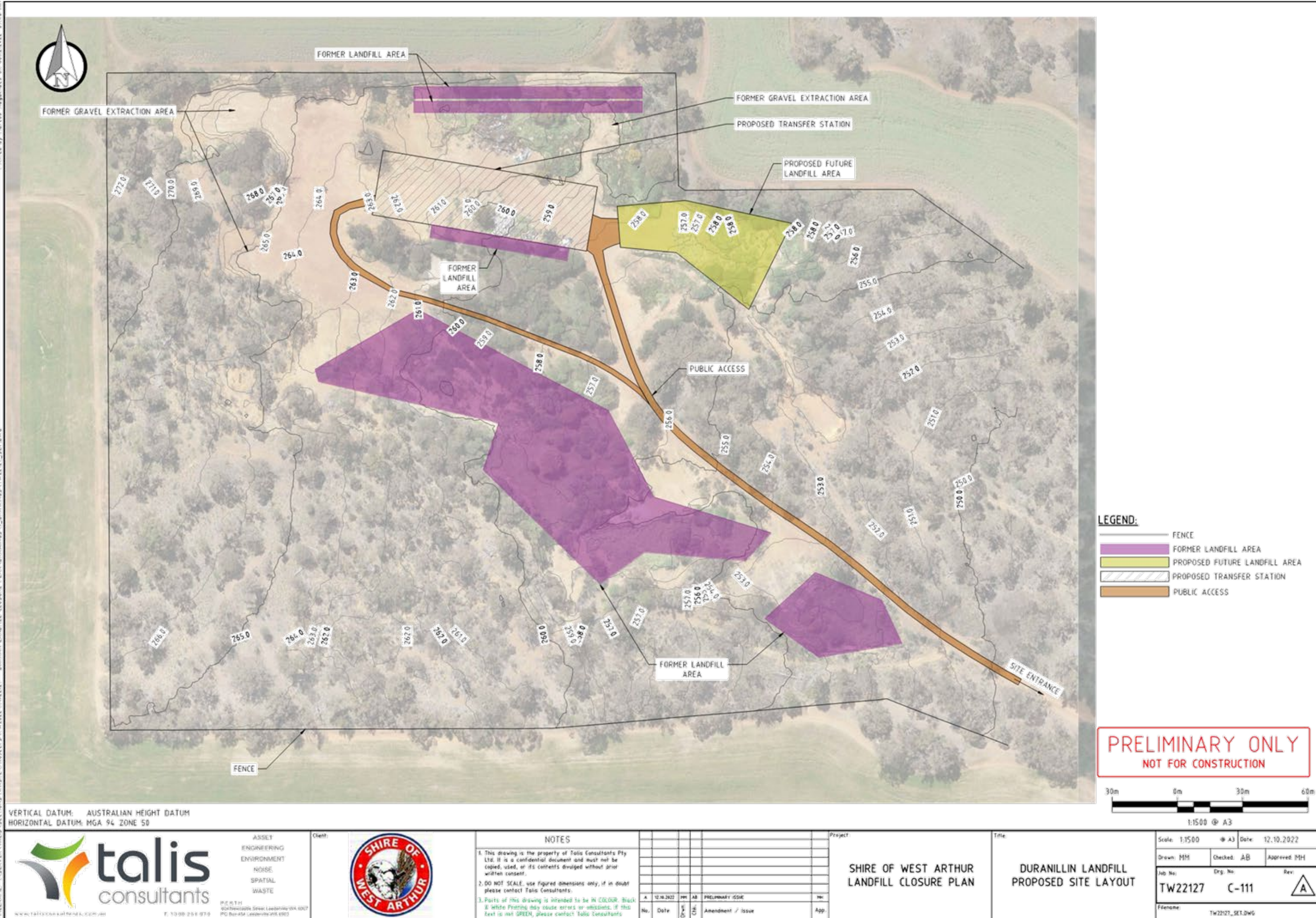


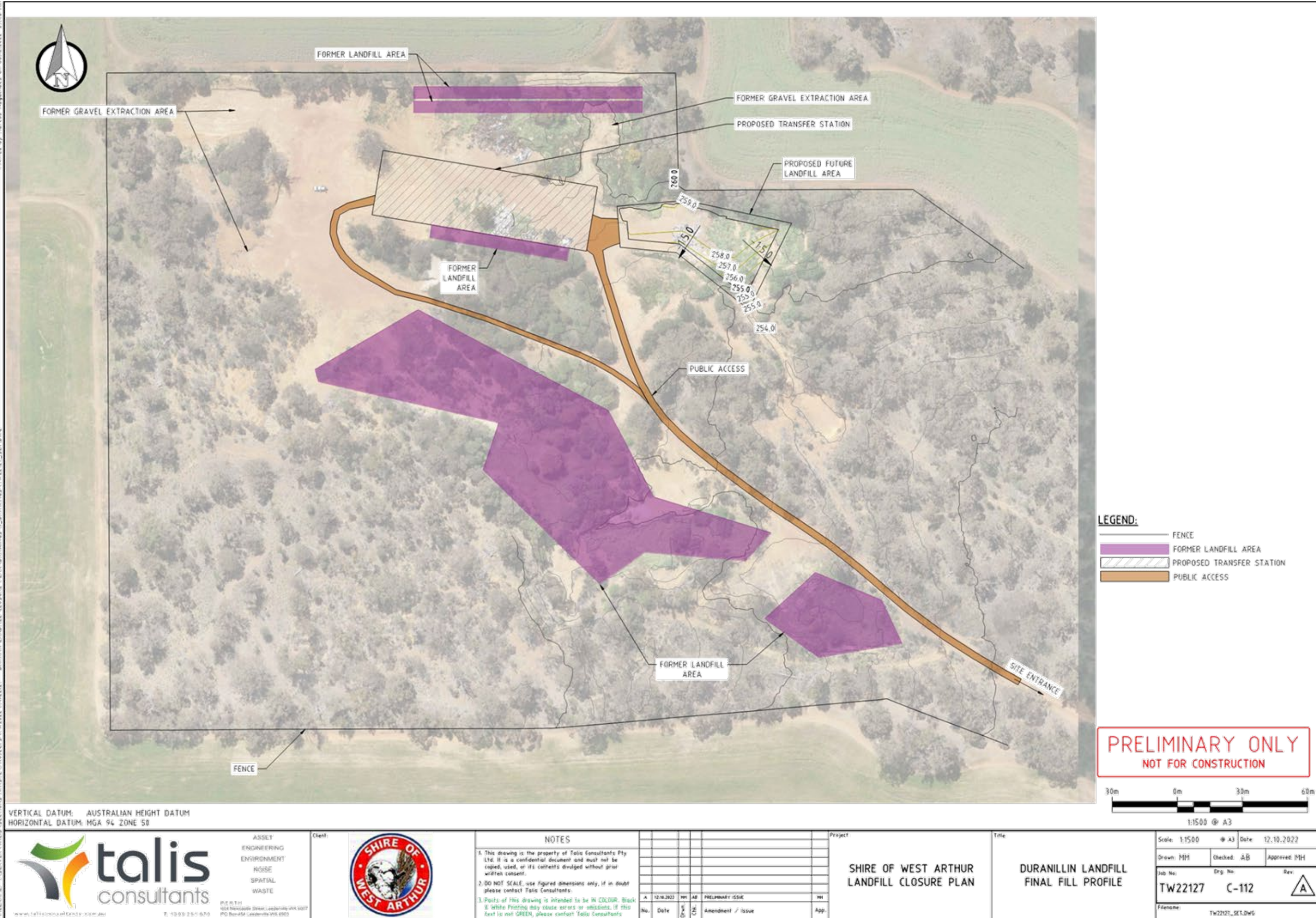


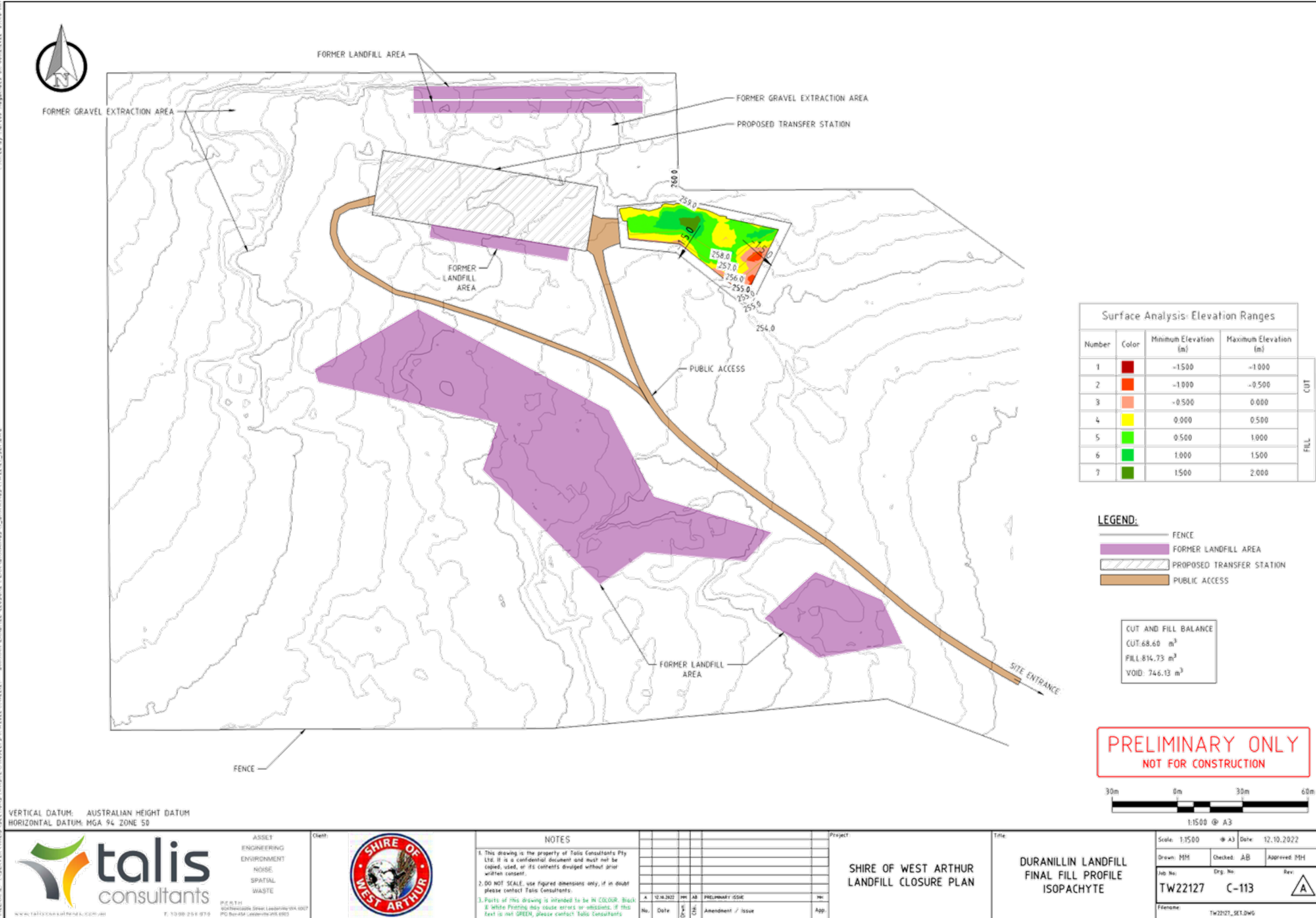


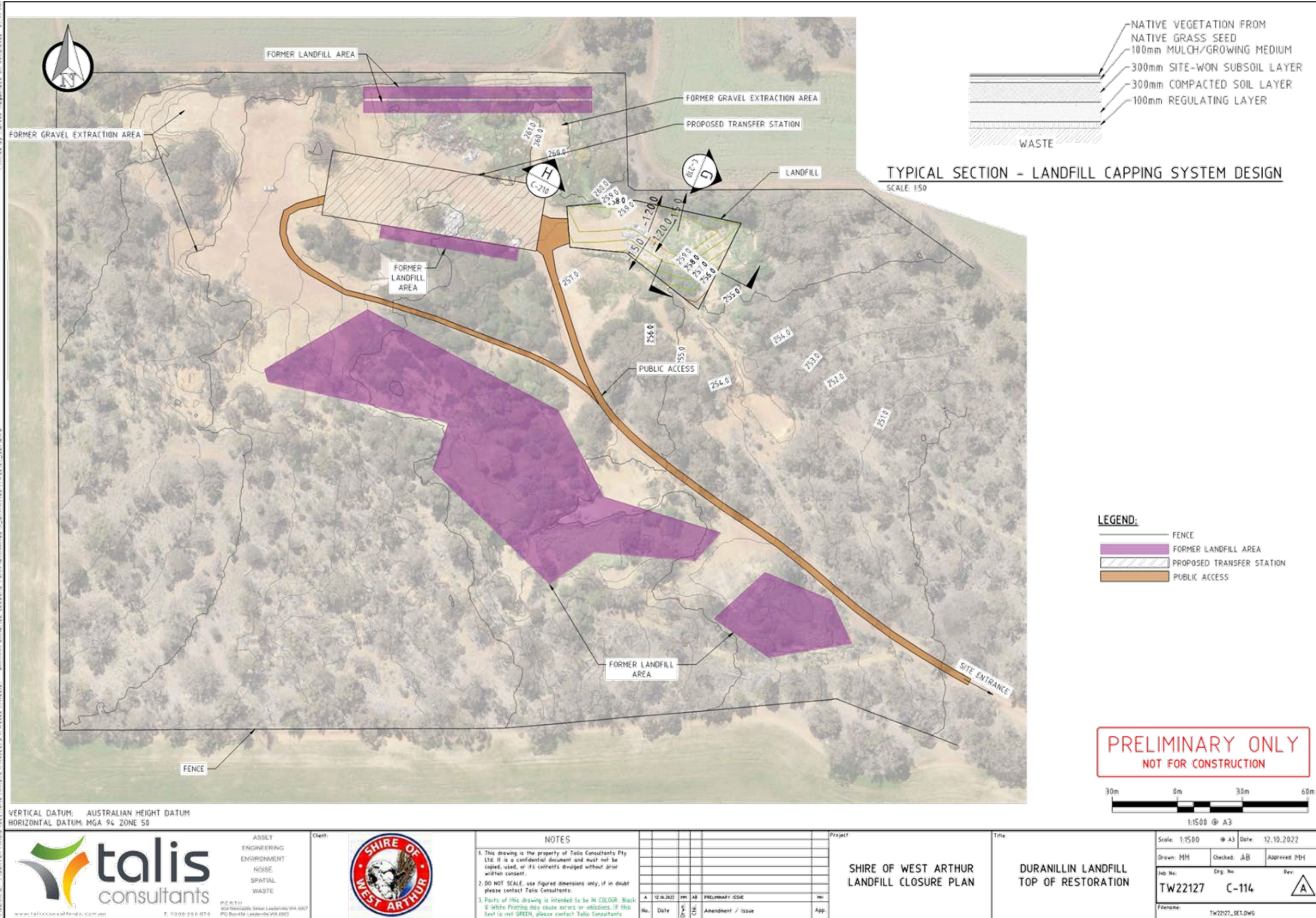














A LONG SECTION
SCALE: 1:1000



B LONG SECTION
SCALE: 1:1000

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VERTICAL DATUM: AUSTRALIAN HEIGHT DATUM
HORIZONTAL DATUM: MGA 94 ZONE 50



ASSET
ENGINEERING
ENVIRONMENT
NOISE
SPATIAL
WASTE

P E R T H
604 Newcastle Street Leederville WA 6007
PO Box 454 Leederville WA 6005

Client




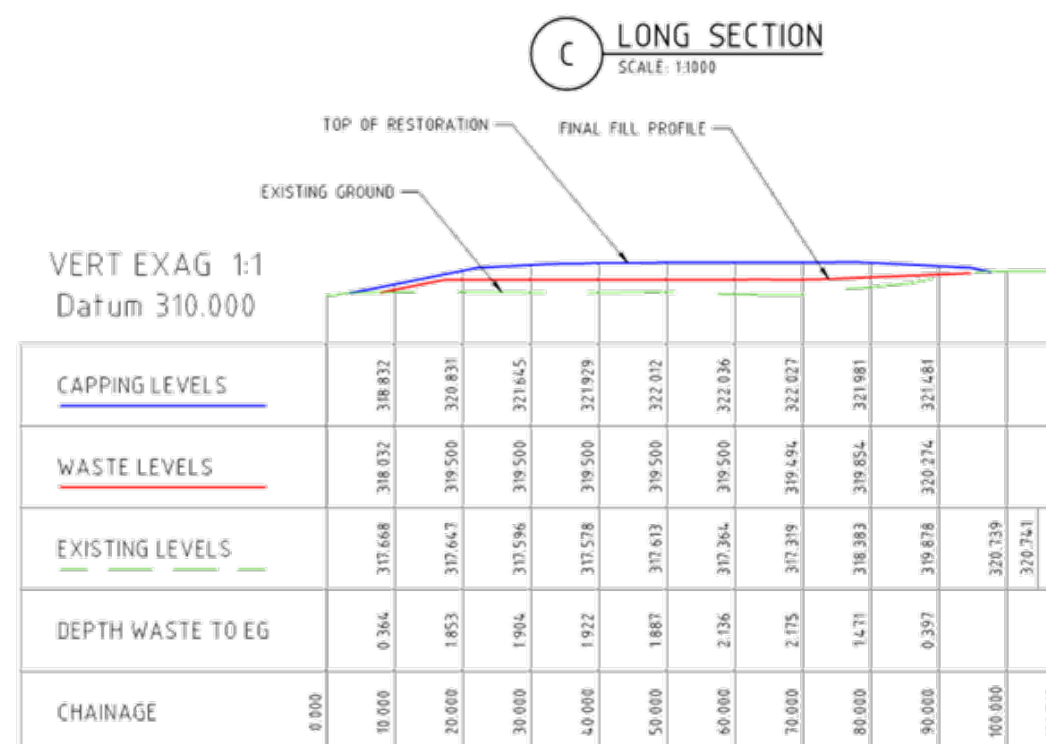
NOTES

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SHIRE OF WEST ARTHUR
LANDFILL CLOSURE PLANDARKAN LANDFILL LONG
SECTIONS SHEET 1 OF 2

Scale: 1:1000	✱ A3	Date: 03.11.2022
Drawn: Y.J	Checked: AB	Approved: MH
Job No: TW22127	Drg. No.: C-201	Rev.: 
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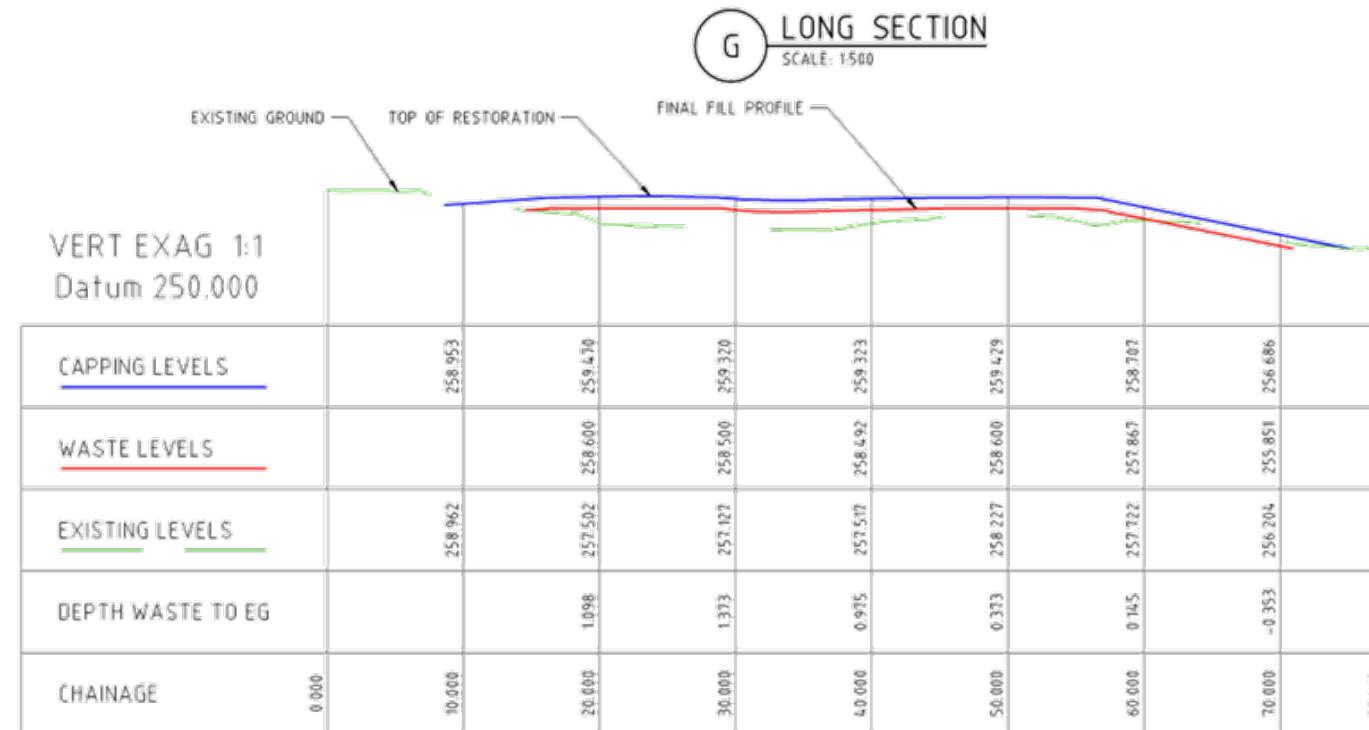
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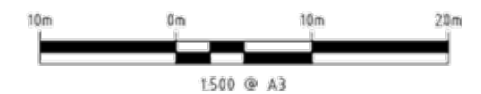
DARKAN LANDFILL LONG
SECTIONS SHEET 2 OF 2

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DURANILLIN LANDFILL
LONG SECTIONS

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Filename: TW22127_SET.DWG		

Landfill Post-Closure Plan
Darkan and Duranillin Landfills
Shire of West-Arthur



APPENDIX B

Waste and Void Space Modelling

Darkan and Duranillin Landfills
Shire of West Arthur

Landfill Closure Plan
TW22127 - Waste Modelling_1.0

December 2022

Table 1.1 - ABS Census Data

Census Year	Population	Annual Pop. Growth
2001	865	
2006	858	-0.16%
2011	868	0.23%
2016	809	-1.36%
2021	773	-0.89%
Average		-0.54%
Waste Growth Rate		0.00%

Table 1.2 - Future Waste Modelling

Year	Annual Waste Input (t)
2021	663
2022	663
2023	663
2024	663
2025	663
2026	663
2027	663
2028	663
2029	663
2030	663
2031	663
2032	663
2033	663
2034	663
2035	663
2036	663
2037	663
2038	663
2039	663
2040	663
2041	663
2042	663
2043	663
2044	663
2045	663
2046	663
2047	663
2048	663
2049	663
2050	663
2051	663
2052	663

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Darkan and Duranillin Landfills
Shire of West Arthur

Landfill Closure Plan
TW22127 - Waste Modelling_1.0

December 2022

Table 2.1: Void and Remaining Lifespan

Aspect	Darkan Stage 1	Stage 1 BG	Stage 1 Subtotal	Darkan Stage 2	Stage 2 BG	Stage 2 Subtotal	Darkan Total	Duranillin Total
Compaction Rate (t/m ³)	0.65	0.65	0.65	0.65	0.65	0.65	0.65	0.65
Cover Soils (%)	20%	20%	20%	20%	20%	20%	20%	20%
Total Remaining Void (m ³)	15,701	15,723	31,425	4,338	7,831	12,169	43,594	815
Required Reprofilling (m ³)	269	0	269	30	0	30	300	69
Net Void (m ³)	15,432	15,723	31,155	4,307	7,831	12,138	43,294	746
Calculated Cover Soils (m ³)	3,086	3,145	6,231	861	1,566	2,428	8,659	149
Remaining Void Less Cover Soils (m ³)	12,346	12,579	24,924	3,446	6,265	9,711	34,635	597
Approximate Remaining Lifespan (yrs)	12.10	12.33	24	3.38	6.14	10	34	-
Approximate Date of Closure	15/05/2047	10/04/2035	15/05/2047	17/11/2056	3/07/2053	17/11/2056	17/11/2056	1/01/2026

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Darkan and Duranillin Landfills
Shire of West Arthur

Landfill Closure Plan
TW22127 - Waste Modelling_1.0

December 2022

Table 3.1: Quantity Takeoffs and Calculations

Aspect		Darkan Stage 1	Darkan Stage 2	Darkan SW Pond	Duranillin Landfill
Cell Design Info	2D Area (m ²)	22,648	4,900	3,388	2,137
	3D Area	22,992	4,955	3,460	2,173
	Cut	269	30	1,027	69
	Fill	15,701	4,338	829	815
	Void	31,155	12,138	-	746
Material Balance Info	BG Landfilling Area (m ²)	7,862	3,916	-	-
	BG Landfilling Depth (m)	2	2	-	-
	BG Material Gained (m ³)	15,723	7,831	-	-
	Capping Depth (m)	0.8	0.8	-	0.8
	Approx. Capping Material Required (m ³)	18,393	3,964	-	1,738
	Cover Soils Required @ 20% (m ³)	6,231	2,428	-	149
	Net Material Balance (m ³)	-8,901	1,439	198	-1,887
	Site Material Balance (m ³)		-7,263		-1,887

Table 3.2 - Material Balance

Site	Daily Cover Material (m3)	Net Cut (m3)	Capping Material (m3)	Subtotal
Darkan Stage 1 - AG	-3,086	0	-18,393	-21,480
Darkan Stage 1 - BG	-3,145	15,723	-	12,578
Darkan Stage 2 - AG	-861	0	-3,964	-4,826
Darkan Stage 2 - BG	-1,566	7,831	-	6,265
Darkan SW	-	198	-	198
Duranillin Landfill	-149	-	-1,738	-1,887
Total	-8,808	23,752	-24,096	-9,152

NOTES:

AG refers to Above Ground landfilling
BG refers to Below Ground landfilling

TW22127



Landfill Post-Closure Plan
Darkan and Duranillin Landfills
Shire of West-Arthur



APPENDIX C

Surface Water Modelling

Darkan Landfill
Shire of West Arthur

Landfill Closure Plan
Climate Inputs

December 2022

Table 1.1: Site Details

Site Location:	Darkan Landfill
Latitude:	-33.3549
Longitude:	116.6553

Notes:

Data from BOM's IFDs (2016):
<http://www.bom.gov.au/water/designRainfalls/revised-ifd/>

Table 1.2 Rainfall AEP

Annual Exceedance Probability		Rainfall (mm)											
Duration		63.2%	50.0%	20.0%	10.0%	5.0%	2.0%	1.0%	0.5%	0.2%	0.1%	0.05%	4.00%
Hours	BoM	1:1	1:2	1:5	1:10	1:20	1:50	1:100	1:200	1:500	1:1000	1:2000	1:25
0.02	1 min	1.43	1.61	2.25	2.75	3.3	4.13	4.85	5.81	7.46	9.01	10.9	0.138
0.03	2 min	2.46	2.77	3.85	4.66	5.54	6.76	7.75	9.36	12.1	14.6	17.7	0.203
0.05	3 min	3.3	3.72	5.16	6.27	7.46	9.16	10.6	12.7	16.4	19.8	24	0.283
0.07	4 min	3.98	4.49	6.25	7.61	9.08	11.2	13	15.6	20.1	24.3	29.4	0.353
0.08	5 min	4.56	5.14	7.18	8.75	10.5	13	15.2	18.2	23.3	28.2	34.1	0.417
0.17	10 min	6.57	7.4	10.4	12.7	15.3	19.2	22.6	27	34.6	41.9	50.5	0.65
0.25	15 min	7.86	8.86	12.4	15.2	18.3	23	27.1	32.4	41.6	50.3	60.7	0.783
0.33	20 min	8.83	9.95	13.9	17	20.5	25.7	30.3	36.3	46.6	56.4	68	0.867
0.42	25 min	9.62	10.8	15.1	18.5	22.3	27.9	32.9	39.4	50.6	61.1	73.8	0.933
0.50	30 min	10.3	11.6	16.2	19.8	23.8	29.8	35	41.9	53.8	65.1	78.6	1
0.75	45 min	11.9	13.4	18.7	22.9	27.4	34.1	39.8	47.8	61.5	74.3	89.8	1.117
1.00	1 hour	13.2	14.9	20.7	25.3	30.2	37.5	43.7	52.5	67.4	81.5	98.6	1.217
1.50	1.5 hour	15.3	17.2	24	29.2	34.8	43	50	60	77.2	93.3	113	1.367
2.00	2 hour	17	19.1	26.6	32.4	38.6	47.7	55.4	66.4	85.3	103	125	1.517
3.00	3 hour	19.6	22.2	30.9	37.6	44.8	55.5	64.7	77.4	99.3	120	145	1.783
4.50	4.5 hour	22.8	25.7	35.8	43.7	52.3	65.2	76.4	91.2	117	141	170	2.15
6.00	6 hour	25.2	28.4	39.8	48.7	58.4	73.3	86.3	103	132	159	192	2.483
9.00	9 hour	29.1	32.7	45.8	56.3	68.1	86.3	103	122	157	189	228	3.033
12.00	12 hour	31.9	35.9	50.2	62.1	75.6	96.6	116	138	177	213	257	3.5
18.00	18 hour	36.1	40.4	56.6	70.4	86.6	112	135	162	207	250	301	4.233
24.00	24 hour	39.1	43.6	60.9	76.1	94.3	122	149	178	229	277	334	4.617
30.00	30 hour	41.5	46.1	64.2	80.3	100	130	159	194	253	307	374	5
36.00	36 hour	43.4	48.1	66.7	83.6	104	136	166	205	268	326	399	5.333
48.00	48 hour	46.5	51.3	70.7	88.6	111	144	176	217	283	346	424	5.5
72.00	72 hour	51.3	56.3	76.6	95.4	119	153	186	226	293	357	436	5.667
96.00	96 hour	55.5	60.8	81.8	101	124	158	190	229	295	360	438	5.667
120.00	120 hour	59.7	65.4	87.2	106	129	162	192	232	297	363	441	5.5
144.00	144 hour	64.1	70.3	93	112	133	165	195	234	300	367	446	5.333
168.00	168 hour	68.9	75.6	99.4	118	138	169	197	236	304	373	455	5.167

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Darkan Landfill
Shire of West Arthur

Landfill Closure Plan
Design Inputs

December 2022

Table 2.1 Catchment Summary

Catchments	Area (m ²)	Catchment Surface	Comments	Runoff Coefficient	1:20 Year Runoff
Catchment A	22,694	Graded or No Plant Cover, Clayey Soil, Flat, 0 - 5%	Stage 1	0.5	864
Catchment B	4,913	Graded or No Plant Cover, Clayey Soil, Flat, 0 - 5%	Stage 2	0.5	187
Catchment C	3,748	Graded or No Plant Cover, Clayey Soil, Flat, 0 - 5%	Asbestos Landfill	0.5	143
Catchment D	5,694	Graded or No Plant Cover, Clayey Soil, Flat, 0 - 5%	Hardstand Area	0.5	217

Total Area (m ²)	37,049	Composite Runoff Coefficient	0.500
------------------------------	--------	------------------------------	-------

NOTES:
Slope = $\Delta RL / \Delta \text{Flow Length}$
 $T_{c-o} = K * [(L * N)^{0.467}] * [S^{-0.235}]$

Table 2.2 Surface Water Movement Summary

Aspect		Catchment A	Catchment B	Catchment C	Catchment D
Swale Surface Water Movement	1st Swale	Swale 1	Swale 2	Swale 1	Swale 1
	2nd Swale				
	3rd Swale				
	4th Swale				
	5th Swale				
	6th Swale				
Overland Flow (over waste mass)	Flow Length (m)	64	52	45	73
	ΔRL (mAHD)	11	5	4	2
	Slope	0.172	0.096	0.089	0.027
	Surface Material	Smooth bare soil	Smooth bare soil	Smooth bare soil	Smooth bare soil
	Kerby's Roughness Factor	0.10	0.10	0.10	0.10
	Time of Conc., T _{c-o}	5.183	5.392	5.134	8.485

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Darkan Landfill
Shire of West Arthur

Landfill Closure Plan
SW Ponds

December 2022

Table 3.1 Pond Design Events

Minimum Design Event	
Design Period	1:10
Storm Duration	24 hour
Total Rainfall (mm)	76.1
Maximum Design Event	
Design Period	1:20
Storm Duration	24 hour
Total Rainfall (mm)	94.3

Table 3.3 Pond Design Details

Aspect	Pond 1
W (m)	90
L (m)	22.5
h (m)	1.5
Side Slope (1:V)	3
Freeboard (m)	0.3
Base Width (m)	81
Base Length (m)	13.5
Operational Width (m)	88.2
Operational Length (m)	20.7
Pond Catchment Area (m ²)	2,025
Operational Capacity (m ³)	1,741
Total Capacity (m ³)	2,319

Table 3.2 SW Movement into Ponds

	Pond 1
Catchment A	YES
Catchment B	YES
Catchment C	YES
Catchment D	YES

Table 3.4 Pond Capacity Checks

Aspect	Pond 1
Catchment Area (m ²)	37,049
Runoff Coefficient	0.50
Minimum Storage Requirement (m ³)	1,564
Storage Check	PASS
Maximum Storage Requirement (m ³)	1,938
Storage Check	OVERFLOW

NOTES:

- Volume of Pond: $V = (h/6) * ((L \times W) + ((W + W_b) * (L \times L_b)) + (L_b * W_b))$
- Passing Minimum Storage Requirement means Operational Capacity is not exceeded during minimum storm event
- Passing Maximum Storage Requirement means Total Capacity is not exceeded during maximum storm event
- Maximum storage check can be failed provided there is an allowable discharge point

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Darkan Landfill
Shire of West Arthur

Landfill Closure Plan
Swale Design

December 2022

Table 4.1 Swale Design Characteristics and Modelling Results

Aspect	Swale 1	Swale 2
Swale Flow Timing		
Flow Length (m)	390	123
ΔRL (mAHD)	15	4
Slope	0.038	0.033
Swale Material	Earth channel - clean	Earth channel - clean
Manning's Coefficient	0.022	0.022
Time of Conc., Tc-h	6.760	2.965
Combined Flows		
Min. Total Concentration Time, Tc (min)	11.89	8.36
Intensity for Min. Tc (mm/hr)	24.52	20.59
Flow Rate for Min. Tc (m³/hr)	394	51
Peak Flow Rate for Max. Tc (m³/hr)	394	51
Max. Total Concentration Time, Tc (min)	15.24	8.36
Intensity for Max. Tc (mm/hr)	27.30	20.59
Flow Rate for Max. Tc (m³/hr)	439	51
Peak Flow Rate for Max. Tc (m³/hr)	439	51
Max Peak Flow Rate for Tc (m³/hr)	439	51
Comments		
Swale Geometry		
Swale Bottom Width (m)	2	1
Depth of Flow w/o Freeboard (m)	0.1	0.1
LHS Slope (1:V)	5	3.5
RHS Slope (1:V)	5	3.5
Freeboard (m)	0.1	0.1
Freeboard included?	YES	YES
Top width, T (m)	4	2.4
Design Depth inc. Freeboard (m)	0.2	0.2
Swale Area, As (m²)	0.600	0.340
Wetted Perimeter, Pw (m)	4.04	2.46
Hydraulic Radius, Rh (m)	0.15	0.14
Hydraulic Depth, Dh (m)	0.15	0.14
Flow		
Manning's coefficient, n	0.022	0.022
Maximum Velocity, V (m/s)	2.50	2.19
Minimum Flow, Q (m³/s)	1.50	0.75
Minimum Flow, Q (m³/h)	5,400	2,685
Factor of Safety	12.31	53.09
Froude Number, Fr	2.06	1.86
Nature of Flow	Supercritical	Supercritical
Reynolds Number, Re (channel)	207,803	169,932
Flow Type	Turbulent	Turbulent

Table 4.2 Swale Design Event & IFD Coefficients

Design Period	1:100
C ₀	1.5789033
C ₁	0.52168143
C ₂	0.34371021
C ₃	-0.20090832
C ₄	0.042930011
C ₅	-0.004017858
C ₆	0.000137741

Table 4.3: Unique Swale Designs

Aspect	Design A	Design B
Swale Bottom Width (m)	2	1
Depth of Flow w/o Freeboard (m)	0.1	0.1
LHS Slope (1:V)	5	3.5
RHS Slope (1:V)	5	3.5
Freeboard (m)	0.1	0.1
Freeboard included?	YES	YES
Top width, T (m)	4	2.4

NOTES:

Formulae are from:

http://onlinemanuals.txdot.gov/txdotmanuals/hyd/rational_method.htm<http://www.bom.gov.au/water/designRainfalls/ifa/howtoIFDTool.shtml><http://www.ce.utexas.edu/prof/maidment/CE365KSpr14/Visual/OpenChannels.pdf><http://www.efm.leeds.ac.uk/CIVE/CIVE2400/OpenChannelHydraulics2.pdf> $Tc-ch = K \cdot (L^{0.770}) \cdot (S^{0.385})$

K=constant; =0.0195 for SI

 $\ln(I) = A + B(\ln(Tc)) + C(\ln(Tc))^2 + D(\ln(Tc))^3 + E(\ln(Tc))^4 + F(\ln(Tc))^5 + G(\ln(Tc))^6$

I = intensity (mm/hr) Tc = total time concentration (hr) A through G = ARI

coefficients (from table at top of spreadsheet)

 $Q = ((C \cdot I \cdot (A/10000)) / 360) \cdot 3600$ for m³/hr

A is area of Catchment, C is runoff Coefficient and I is intensity

 $T = b + (2 \cdot S \cdot h)$; $As = (b + S \cdot h) \cdot h$; $Pw = b + 2 \cdot h \cdot \sqrt{1 + S^2}$; $Rh = As/Pw$; $Dh = As/T$ $V = (1/n) \cdot (Rh^{2/3}) \cdot (S^{1/2})$ $Q = V \cdot As$ $Fr = V / \sqrt{g \cdot Dh}$, where g = gravitational force; = 9.81 m/s² $Re = V \cdot (As/Pw) \cdot (1/\nu) = V \cdot Rh \cdot (1/\nu)$, where ν is kinematic viscosity (m²/s); = 1.787*10⁻⁶ @ 0°C

TW22127





Assets | Engineering | Environment | Noise | Spatial | Waste

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11.2 ADOPTION OF THE 2021/2022 ANNUAL REPORT

File Reference:	ADM132, ADM046
Location:	N/A
Applicant:	N/A
Author:	Vin Fordham Lamont, Chief Executive Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	15/02/2023
Disclosure of Interest:	Nil
Attachments:	1. 2021/2022 Draft Annual Report

SUMMARY:

Council is requested to consider adopting the 2021/2022 Annual Report, incorporating the Annual Financial Statements and Independent Audit Report.

BACKGROUND:

The Local Government Act 1995 requires that Council accepts the draft Annual Report each financial year, including the Financial and Auditor's Reports, no later than 31 December or within two months of the Auditor's Report becoming available if that is not received prior to 31 December.

The Auditor's report was received on 15 February 2023. The Audit and Risk Committee met with the Auditor on 14 February 2023 and Council is requested to consider adopting the 2021/2022 Annual Report.

COMMENT:

Under Section 5.53 of the Local Government Act 1995, the Shire is required to prepare an Annual Report for each financial year. The report is to contain:

- A report from the Shire President and Chief Executive Officer;
- An overview of the Plan for The Future / Strategic Community Plan;
- The 2021/2022 Financial Report;
- The 2021/2022 Auditor Report; and
- Any other prescribed information.

Council is also requested to give consideration to determining the date, time and location of the Annual Electors Meeting. The meeting must be held within 56 days from the date Council accepts the Annual Report.

If Council accepts the Annual Report at this meeting, the latest possible date for the meeting is Wednesday 19 April 2023.

CONSULTATION:

Auditor
Office of the Auditor General
Audit and Risk Committee
Manager Financial Reporting
Manager Corporate Services
Projects Officer

STATUTORY ENVIRONMENT:

Local Government Act 1995 Section 5.27 – Electors' general meetings;

Local Government Act 1995 Section 5.29 – Convening electors' meetings;
Local Government Act 1995 Section 5.53 – Annual reports;
Local Government Act 1995 Section 5.54 – Acceptance of annual reports;
Local Government Act 1995 Section 5.55 – Notice of annual reports; and
Local Government Act 1995 Section 5.55A – Publication of annual report.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Leadership and Management – Inspirational, Dynamic, Transparent

Outcome: Establish and maintain sound business and governance structures

Strategy: Provide informed decision making based on our strategic directions and legal requirements and that these are open, transparent and adequately communicated with the community.

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Failing to adopt the annual report, and hold the annual electors meeting within legislated timeframes
Risk Likelihood (based on history and with existing controls)	Possible (3)
Risk Consequence	Moderate (3)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Medium (9)
Principal Risk Theme	Compliance Failure
Risk Action Plan (Controls or Treatment Proposed)	Adopt the annual report as presented and hold the annual electors meeting as described

VOTING REQUIREMENTS:

Absolute Majority

RESOLUTION CO-2023-004

Moved: Cr Robyn Lubcke

Seconded: Cr Graeme Peirce

That Council

1. Accept the Annual Report, including the Annual Financial Report and Audit Report, for the 2021/2022 financial year;
2. Hold the Annual Electors Meeting on 23 March 2023 in the Hawthorn Room at the Darkan CRC, commencing at 6.30 pm;
3. Publish the Annual Report and give public notice(s) to the above effect, pursuant to the Local Government Act 1995, sections, 5.29, 5.55, 5.55A, in The Bleat, on the Shire's Website, official Notice Boards and Facebook site; and
4. Refer the Audit Report to the Audit and Risk Committee to consider the items raised in the Audit Report and make a recommendation to Council on the Administration's responses.

CARRIED BY ABSOLUTE MAJORITY



ANNUAL REPORT 2021/22

Shire of West Arthur

Email: Shire@westarthur.wa.gov.au

Website: <https://www.westarthur.wa.gov.au/>

Tel: 9736 2222

31 Burrowes St, DARKAN WA 6392



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ABOUT OUR ANNUAL REPORT

The Shire of West Arthur presents this document, our Annual Report, which showcases our activities and achievements throughout the 2021/22 financial year.

Our vision is to provide a safe, friendly welcoming community with a dynamic and expanding local economy. In order to achieve this vision the Shire has committed to the following goals:

Our Community – We live in a safe, friendly and inclusive community

Local Economy – We have a sustainable and stable agricultural industry, supported by a dynamic, growing business sector

Built Environment – We have well maintained roads and attractive surrounds that reflect our heritage and rural character

Natural Environment – We value our natural assets and manage these to meet the needs of the community.

Governance and Organisation – The Shire of West Arthur has inspirational strong leaders providing transparent and effectively managed governance.

This annual report is organised to align with these goals which are outlined in more detail in our Strategic Community Plan “Towards 2031”. Copies of the Strategic Community Plan and Corporate Business Plan are available from our web site www.westarthur.wa.gov.au and the Shire Office.

Our Annual Financial Statements are included at the rear of the Annual Report and are shown separately on the web site. They have been independently audited and certified by the Auditor General for Western Australia.

ACKNOWLEDGEMENT OF COUNTRY

The Shire of West Arthur respectfully acknowledges that the land upon which we work and live, is the traditional land of the Wilman Nyoongar people. We recognise their cultural heritage, beliefs and continuing relationship with the land. We honour Elders past, present and emerging and we support the principles of a reconciled Australia for all its people.



Photo credits throughout the report: Kerry Chia, Frank Chia, Carolyn Telfer and Astrid Volzke

SHIRE PRESIDENT'S REPORT

I am honoured to provide my report to the residents and rate payers of the Shire of West Arthur, in what has been another busy and progressive year in which several projects have either come to completion or neared completion.

The office has had an influx of new staff this year with the appointment of new Chief Executive Officer (Vin Fordham Lamont), Manager of Corporate Services (Rajnder Sunner), and administration staff (Renee Schinzig, Beth Moses, Cassandra Squires and Kylie Whitaker). The Council had the pleasure working with Acting CEOs Ian Fitzgerald and Ian McCabe for six months at the end of 2021, until Vin was appointed as CEO.

The new Council is united and works well together. It is a pleasure working with people that have specific areas of knowledge and are passionate about improving West Arthur. All community members are welcome to attend monthly Council meetings and hear the issues being discussed.

This year Council have amended numerous bylaws, completed the Heritage List and Survey and implemented the Heritage Local Planning Policy. We will hopefully be welcoming new people to the town with the sale of all of the King Street blocks in the Darkan townsite.

The Darkan Railway Reserve has seen the installation of nature playground and trampolines and the upcoming year will see the continued development of this area for the local community. We hope you see many families and friends enjoying this area in the future.

Shade shelters with tables and stools have been installed on the lawn at Lake Towerrinning and the boat ramp has had been extended to allow boats to be loaded and unload when the lake gets lower towards the end of summer. We are extremely lucky to have such a unique body of water for all to enjoy within the Shire and it a magnificent place to hold the Annual Australia Day Breakfast on the 26th January every year.

The upcoming 2022/2023 year brings excitement for the Shire with the continuation of the Local Roads and Community Infrastructure projects, an economic development strategy to direct development with the Shire, new staff, becoming a small business friendly shire and key worker housing report.

The closure of the hotel at the beginning on 2022 has had a huge economic and social impact on the community. This is critical to the economic development of the town and it is hoped that in the future we will see it return to its former glory.

Farming is a major contributor to our economy, and the 2021/22 year was successful with rainfall occurring at the right times and the 2022/23 season is looking just as promising.

Cr Neil Morrell
Shire President

CHIEF EXECUTIVE OFFICER'S REPORT

I am very pleased to complete my first five months as the CEO of the Shire of West Arthur at the end of the 2021/2022 financial year.

This financial year at the Shire started off with significant change but finished with a degree of stability. Several new councillors came on board through the October election process and Cr Neil Morrell was voted in as the new Shire President.

During the year we said farewell to the following staff members:

- Nicole Wasmann (CEO)
- Maxine McKenzie (Manager Financial Operations)
- Jamie Muir (Manager Works and Services)
- Tanya Martin (Finance Officer)
- Cheryl King (Finance Officer)
- Jo-Anne May (Cleaner)

We also were fortunate to have some acting staff members to help us through the period of change:

- Ian Fitzgerald (Acting CEO)
- Ian McCabe (Acting CEO)
- Darren Friend (Acting Manager Corporate Services)

I would particularly like to thank Brian and Darren Fleay who both stepped up to assume extra duties in the absence of a Manager Works and Services for several months.

We welcomed the following new staff in 2021/2022:

- Vincent (Vin) Fordham Lamont (CEO)
- Rajinder (Raj) Sunner (Manager Corporate Services)
- Krista Etheridge (Cleaner)
- Daryl Melbourne (Plant Operator)
- Renee Schinzig (Customer Service Officer)
- Beth Moses (Office Trainee)
- Kylie Whitaker (Finance Officer)
- Julie Hosking (Cleaner)

Thank you to all the departing staff for their valuable contributions to the organisation and the community over many years. We wish them well in their future endeavours.

During the reporting period we were able to formalise some arrangements which had previously been operating informally. These included the town planning consultancy and ranger services contract.

After a truck rollover at the Hillman Bridge on Coalfields Rd, we were able to come to an agreement with Main Roads WA for appropriate staff members to provide emergency traffic management on State-controlled roads. This was done to address delays in Main Roads' crews arriving at incidents.

A Local Heritage survey, list and planning policy were adopted by Council this year, pursuant to the requirements of the *Heritage Act 2018*. Significant heritage sites (category 1) on the shire's heritage survey include:

- The Arthur Wool Shed Group (including Shearers' Quarters)
- St Paul's Anglican Church, Arthur River
- Arthur River Historical Precinct

The Shire of West Arthur entered into a resource sharing arrangement with the Shire of Collie for a Community Emergency Services Manager (CESM). This was quite an achievement as it involved dealing with two separate DFES regions, something that had never been done before. The new CESM, Kohdy Flynn, works closely with our Bush Fire Brigades and Local Emergency Management Committee on matters relating to the management of fire and other emergencies.

I would like to extend a big thank you to councillors, team members and the entire community for continuing to make the Shire of West Arthur a wonderful place to live. We look forward to completing some major projects next year which will further enhance the facilities we already enjoy.

Vin Fordham Lamont
Chief Executive Officer



YOUR COUNCIL

Portfolios and Roles

The Shire of West Arthur has seven Elected Members representing the local community. The Councillors elect the President and Deputy President every two years. The following councillors represented the community in the 2021/22 financial year.



Shire of West Arthur Councillors – Left to Right – Karen Harrington, Duncan South, Neil Morrell (Shire President), Graeme Peirce (Deputy Shire President), Neil Manual and Robyn Lubcke.
Absent: Adam Squires.

Cr Neil Morrell (President) - Elected to Office in 2019 Retiring 2023

- Audit Committee
- Executive Appraisal Committee
- CEO Recruitment and Selection Panel
- Proxy to West Arthur Bushfire Advisory Committee
- Chair of the Lake Towerrinning Strategic Plan Reference group
- Proxy to the Development Assessment Panel
- Central Country Zone of WALGA
- 4WDL VROC Committee
- Sub-group of the Regional Roads Group
- Local Emergency Management Committee

Cr Graeme Peirce (Deputy President) - Elected to Office in 2019 Retiring 2023

- Executive Appraisal Committee
- CEO Recruitment and Selection Panel
- 4WDL VROC Committee
- Proxy to the Development Assessment Panel
- West Arthur-Collie Senior School Bus Working Group

Cr Neil Manuel - Elected to Office in 2009 Retiring 2025

- Audit Committee
- CEO Recruitment and Selection Panel
- Development Assessment Panel
- Proxy to the Regional Road Group
- Tidy Towns Committee
- Arthur River Development Group

Cr Adam Squires - Elected to Office in 2019 Retiring 2023

- CEO Recruitment and Selection Panel
- Pool Committee
- West Arthur Cottage Homes Committee

Cr Karen Harrington - Elected to Office in 2021 Retiring 2025

- Audit Committee
- CEO Recruitment and Selection Panel
- Central Country Zone of WALGA
- Local Emergency Management Committee
- Westcare Committee

Cr Robyn Lubcke - Elected to Office in 2021 Retiring 2025

- CEO Recruitment and Selection Panel
- Tidy Towns Committee
- Development Assessment Panel
- 4WDL VROC Committee
- Museum Reference Group
- West Arthur Community Resource Centre Committee

Cr Duncan South - Elected to Office in 2021 Retiring 2025

- Executive Appraisal Committee
- CEO Recruitment and Selection Panel
- West Arthur Bushfire Advisory Committee
-

Cr Kevin King (President) - Elected to Office in 2005 Retired October 2021

- Audit Committee
- Executive Appraisal Committee
- Tidy Towns Committee
- Central Country Zone of WALGA
- Regional Road Group

Cr Julie McFall - Elected to Office in 2017 Retired October 2021

- Audit Committee,
- Development Assessment Panel
- Central Country Zone of WALGA
- Museum Reference Group

Cr Marie Lloyd - Elected to Office in 2017 Retired October 2021

- Executive Appraisal Committee,
- Development Assessment Panel
- West Arthur Community Resource Centre Committee

Meeting Attendances

COUNCILLOR	GENDER	LINGUISTIC BACKGROUND	ORDINARY MEETING	ANNUAL ELECTORS
Cr Neil Morrell	Male	English	11	1
Cr Graeme Pierce	Male	English	11	1
Cr Neil Manuel	Male	English	7	
Cr Adam Squires	Male	English	8	
Cr Karen Harrington	Female	English	8	
Cr Robyn Lubcke	Female	English	8	
Cr Duncan South	Male	English	8	1
Cr Kevin King	Male	English	3	
Cr Marie Lloyd	Female	English	3	
Cr Julie McFall	Female	English	1	

Council Structure (at 30th June 2022)

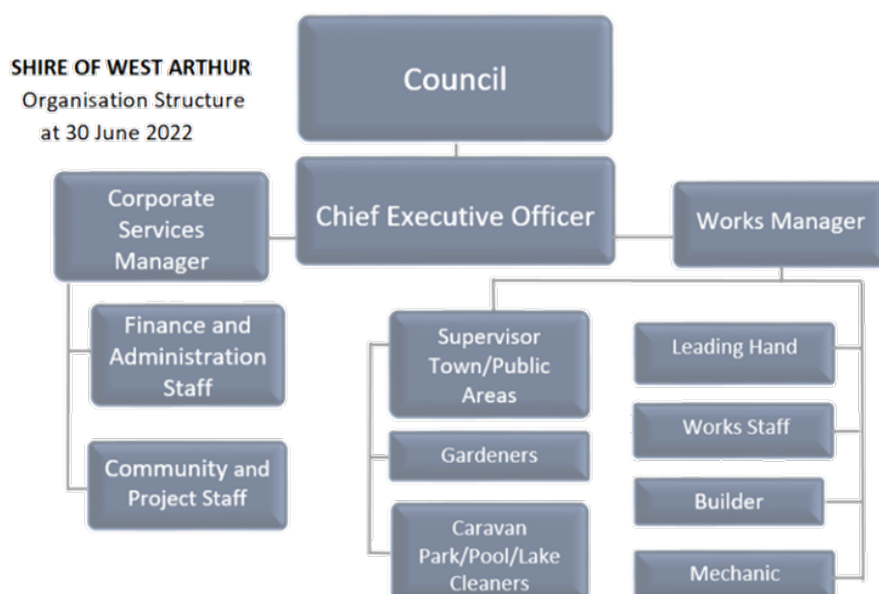
Elected Members aged between 18-24 years old	0
Elected Members aged between 25-34 years old	0
Elected Members aged between 35-44 years old	2
Elected Members aged between 45-54 years old	2
Elected Members aged between 55-64 years old	3
Elected Members aged 65 and over	0
Aboriginal of Torres Strait Islander Councillors	0



EXECUTIVE OFFICERS AND ORGANISATION STRUCTURE

As at June 30th 2022 our management team consisted of:

Chief Executive Officer	Vin Fordham Lamont
Manager Works:	Position Vacant
Manager Financial Reporting:	Melinda King
Manager Corporate Services:	Rajinder Sunner
Manager Community Services:	Position Vacant



QUICK FACTS

Area: 283,182.7ha

Roads length: 208 km sealed roads and 652 km unsealed roads.

Population – 786 ABS Statistics 2021

Number of electors – 624

When Shire established – 1896

Public Facilities – Darkan Town Hall, Darkan Pioneer Hall, Arthur River Hall, Moodiarrup Hall, Duranillin Town Hall, Darkan Sports Complex, Arthur River Country Club, Moodiarrup Sports Complex, Lake Towerrinning, Darkan to Collie Rail Trail, Arthur River Historical Precinct, Darkan Railway Station, Darkan Station Masters House, Bowelling Railway Station, Six Mile Cottage, Betty Brown Historical Centre, Duranillin School, Glenorchy School, Darkan Swimming Pool, The Shed, Community Gym.



Total capital works value for 2021/22	\$2,709,247
Total operating revenue in 2021/22	\$4,117,579
Total non-operating revenue in 2022/22	\$1,630,953
Total income from rates in 2021/22	\$1,778,616

THE YEAR IN REVIEW

In July 2021 we released our fully revised Strategic Community Plan – West Arthur Towards 2031. The plan was completed after extensive community consultation and it identifies the community desired goals and outcomes for the Shire for the upcoming 10 years.

The Corporate Business Plan was released at the same time and it expands on the outcomes identified in the Community Plan with strategies and actions. It translates the strategic direction of the Shire into specific priorities and actions as well as drawing together actions from the Shire's informing strategies. It informs the annual planning and budgeting process.

The plans are broken down into five key themes of Community, Local Economy, Natural Environment, Built Environment and Leadership and Management. The following pages summarise our progress during the 2021/22 financial year towards achieving the actions and priorities identified in our Corporate Plan 2021-2025 based on these five key themes.

Many of the projects listed in this annual report have been made possible by Economic Stimulus funding provided by the Federal Government through the Local Roads and Community Infrastructure (LRCI) program.

Community – Safe, Friendly, Inclusive

Outcome 1.1: A safe place to work, live and visit

The Shire is actively involved in managing bushfires and other emergencies in our district. A new Community Emergency Services Manager has been appointed in a resource sharing arrangement with the Collie Shire.

Communication about harvest and vehicle movement bans and fire risks throughout West Arthur was previously communicated on a WhatsApp Group. The numbers of subscribers this year reached a level which meant that a new app was required. The Shire now communicates through the Signal App which allows more subscribers to a group. Information is also published on the Shire Facebook page. This information includes awareness of harvest and vehicle movement bans and fire risks through the West Arthur and information on training and equipment availability.

Due to changes in management over the past year the LEMC committee did not meet. The Local Recovery Plan is in the process of being reviewed. A rural fire awareness training course was held in January and Fire Control Officer training held in May.

Staff raise awareness of harvest and vehicle movement bans and fire risks through the West Arthur Fire Fighters WhatsApp group and on the Shire Webpage. Due to the high number of participants, the upcoming fire season will see the Shire switch to the App called Signal to update everyone on the vehicle movement bans and fires risks. Hazard reduction around the Darkan

town site is undertaken on a regular basis and the Shire manages the Emergency Services Levy funds.

A total of 33 fires were attended by local fire brigades in the 2021/22 fire season, two of which were sizeable in nature. One fire on Agg Road required 90 volunteers over two days in December and 27 volunteers attended a fire on Albany Highway in January.

The Shire works collaboratively with the local brigades and we acknowledge the dedication of the volunteers, especially that of the Chief Fire Control Officer, Ben Robinson and Deputy Graeme Pierce.



The Shire met with St John Ambulance during the year to discuss the proposed relocation and construction of a new headquarters. Further consideration by the St John Ambulance committee resulted in a change of direction for the group and the Shire is looking forward to working with the St John volunteers to achieve the outcome that they prefer.

The Shire has a great working relationship with the local Police Officers, and this resulted in a Park Party for school aged children to assist with education about the Blue Tree Project and respect.

The COVID pandemic resulted in a brief lock down in February 2022 although the impacts throughout our Shire were minimal. During this period the Shire implemented its West Arthur Buddy Volunteers Whats App group to assist those that were affected by COVID. Only a few requests for assistance were received during the COVID lock down but the group has inadvertently carried on assisting each other with things throughout the year.

Outcome 1.2: Support available for people of all ages

The Darkan Railway Reserve Development has provided a space for the youth of the district to play and interact. New trampolines, a blue tree and a large nature play playground have all been installed as a result of Local Roads and Community Infrastructure funding. Further construction will be undertaken in 2022/23.



The Shire continues to liaise with Shire of Wagin Home and Community Care and Westcare with the aim of keeping elderly in their own homes and close to family and friends for as long as possible. The Shire Senior's Meals programme provides an additional service to the elderly or vulnerable in the district. We currently have 25 registered volunteers each contributing when they are able to including a number of school aged young adults. We also have a dedicated 'washing up' person each week.

Approximately 1626 meals were prepared over the 2021/22 year and these were subsidised through Shire coordination time to a value of \$5,619. In addition, the Shire continues to manage the funds associated with the annual Seniors Christmas Luncheon.

The Shire's Disability Access and Inclusion Plan was reviewed this year ensuring that we continue to improve access and inclusion for people with disabilities who are visiting, living and working in our Shire. This can be viewed at <https://www.westarthur.wa.gov.au/documents/539/disability-access-and-inclusion-plan-2022-2027>

The medical services provided at the CRC are considered essential to the community and the Shire continues to subsidise the operational costs of the CRC in order that these services can continue to be provided.

The Shire together with the CRC hosted Evan Ayers and the Swing Kings for a night of swing music at the rear of the CRC building. The event was put together very quickly and was thoroughly enjoyed by those that attended.

The Local Roads and Community Infrastructure program has continued to allow us to deliver on the infrastructure improvements throughout the Shire. The cricket pitch at the Darkan Town Oval was replaced and the sides shaved to provide a new playing surface for junior cricket. New shade structures with additional seating were installed in the BBQ area at Lake Tawerrening to replace the trees that had died in the area. The Shire continues to manage the community gym, halls and the local swimming pool which will have a number of upgrades occurring in the next financial year.



Housing continues to be an issue throughout the Shire and together with the other five Shires in the 4WDL group (Williams, Wagin, Woodanilling, West Arthur, Dumbleyung and Lake Grace) and the Wheatbelt Development Commission a worker's housing study was initiated. A short stay accommodation study (tourism accommodation) has also been completed.

A regular email to sports and community groups throughout the year enabled us to communicate grant and training opportunities to these organisations.

Outcome 1.3: A unique identity and strong connection to our past

The Shire received grant funding from Department of Planning, Lands and Heritage to undertake a review of our Municipal Heritage Inventory. We now have a new Heritage Survey and Heritage List which is in line with current legislation. The places included on the Heritage List now have some degree of protection through the Local Heritage Planning Policy which requires Council to consider heritage values when reviewing changes to these places.

Historical assets that the Shire continued to assist with include Six Mile Cottage, Duranillin School, Glenorchy School, Bowelling and Darkan Railway Precincts and the Arthur River Historical precinct. The Shire also provided regular assistance with historical enquiries including assisting with access to the Community Archives.

This year Australia Day was once again celebrated at Lake Towerrinning and in April the ANZAC day service was held at the war memorial. Support was provided to the Sheepfest committee for the annual event which this year was able to go ahead for the first time in two years.

The Shire has begun to build relationships with the Aboriginal community. Discussions have been held in relation to the development of the area around the Nissen Hut. Initial conversations in relation to the appropriate people and families to speak with have commenced.

Local Economy – Stable, sustainable agricultural industry, a dynamic and growing business sector*Outcome 2.1: Improved employment through diversification in agriculture*

The Shire continues to explore ways to engage with the business community and grow the economy in our Shire. In partnership with the CRC, regular business networking sundowners were offered to main street businesses throughout the year to provide an opportunity for those businesses to network and to liaise with Shire staff. Grant and training opportunities were also communicated throughout the year to businesses via email and our Facebook page.

The Shire Water Strategy was completed in March 2022. This comprehensive document reviewed the water usage within the Shire and the deficit that can be expected in the future. This will allow the Shire to investigate and implement the recommendations in the report to ensure water security for our community and businesses.

The Shire continued to partner with Blackwood Basin Group (BBG) for delivery of landcare services in the Shire. Support for businesses looking to diversify or value add to the agricultural businesses in the district was provided where required.

Outcome 2.2: A growing, diverse business community.

Tourism in our Shire is an emerging industry and the Shire continue to be involved with the Astrotowns network which provides a link to astro enthusiasts around the world and showcases our dark skies. Next year there is an international significant astro event (solar eclipse) and the best place in the world to view the event will be Exmouth. Funding received through Astrotourism WA will allow us to capitalise of visitors to the state and host an event that will be marketed to travellers who come to WA specifically to see the solar eclipse.

The Shire hosted a stall at Sheepfest in February 2022 to promote the area to people visiting the Shire. This was also used as an opportunity to engage with the local community. The Shire also assisted the ABC Great Southern to broadcast from Sheepfest providing a great opportunity to promote the event and the area to a wider audience. Other communication with our local community is through the Shire social media pages and in the local newsletter The Bleat.



The Shire continues to promote development in the area and looks to assist all new businesses to become operational. A Business and Residential Prospectus was produced to promote the area and was distributed at Sheepfest and is available in the Shire office and CRC. We continue to be a Film Friendly Shire and have had discussions with a film making crew about producing a film in the area.

Outcome 2.3: Existing Businesses develop and grow

The Shire, together with the CRC has hosted a number of Business Sundowners for the main street businesses to provide a networking opportunity, support and to provide resources and information to those business. It is anticipated that this will continue in the upcoming year with

the development of an economic development strategy to help guide economic development within the Shire.

Shire staff regularly communicate grant opportunities and information to local businesses through email and on the Shire social media pages.

Natural Environment – our natural assets are valued and meet the needs of the community

Outcome 3.1: Maintain and improve our key assets

Lake Towerrinning is our key natural asset and the Shire continues to liaise with DBCA in relation to management of the lake. A stakeholder meeting was held in June to update the Lake Management Plan and saw 14 people attend and discuss issues associated with the Lake. The updated Lake Management Plan can be viewed at <https://www.westarthur.wa.gov.au/documents/604/lake-towerrinning-management-plan-2022>. The LRCI funding program has enabled the Shire to upgrade the public facilities at the Lake over the past year.



The Rail trail continues to also be an important natural asset for the Shire. Maintenance has continued on the trail over the past year and the Shire continues to investigate the opportunities for development of a walk trail to Hillman Nature Reserve and the development of a trail from Duranillin to Bowelling.

The Shire continues to partner with Blackwood Basin Group to provide a Landcare service to the residents of the Shire of West Arthur. This service provides landowners with the opportunity to access any grants available for landcare projects.

Outcome 3.2: Our water resources are well defined and used sustainably

One of the big achievements this year was to complete the Shire Water Strategy document. This report was prepared by Water Technology and modelled water requirements in the Shire by 2030 based on drying climate information. This then allowed the development strategies that the Shire can implement to ensure water security. The Shire are now working through the recommendations in the report and implementing these recommendations.

The Shire continues to liaise with Department of Water, Environment and Regulation in relation to the Kylie Dam water project. Applications have been submitted for vegetation removal in order to clear the channels to improve water flow to the dam. It is anticipated that the tank and pipe infrastructure can be installed in the 2022/23 summer months.



The Shire continues to monitor the outcomes from the federally funded Southwest Drought Hub and promote any relevant information on the Shire social media pages.

New potable water tank has been installed at Growden Place to supply water to local users.

Outcome 3.3: Our natural biodiversity is maintained and valued

The Shire continues to undertake weed management throughout the Shire, in particular in parks and gardens and at Lake Towerrinning.

BBG will map the flora and fauna in a number of nature reserves in the Shire over the next year providing some useful baseline information.

The Council approved various planning applications and the environment was considered as part of this process.

Outcome 3.4: Waste is minimised and environmentally sustainable practices are employed

Ongoing waste programs included management of the Darkan and Duranillin refuse sites, refuse and recycling collections services and drum muster collection.

Built Environment – well maintained roads and infrastructure which reflects our identity

Outcome 4.1: Our road network is well maintained.

The Shire continues to maintain the road network and this year saw some challenges with damage to the roads as a result of significant rainfall events. The repair of these roads was covered by insurance however the process of obtaining the funds to repair the roads was arduous and meant that roads were not able to be repaired quickly. This has now been resolved and roads that had been damaged have now been fully repaired.

Road Name	Description of Works	Total Cost	Funding Received
State Regional Road Group			
Boyup Brook Arthur Road	Cement stabilisation and surface corrections, extend culverts and improve drainage. Reseal previous years works	\$322,517	\$183,979
Bowellling Duranillin Road	Reconstruct and widen.	\$250,827	\$166,905
Federal Roads to Recovery			
Darkan South Road (CA)	Slip lane and intersection with Capercup North Road	\$52,193	\$50,318
Darkan South Road (CA)	Widening corners	\$131,139	\$124,142
Sandalwood Road	Gravel Sheet	\$104,711	\$98,153
Moodiarrup South Road	Gravel Sheet	\$68,764	\$63,790
Darkan South Road	Reseal	\$29,204	\$29,000
Rees Road	Gravel Sheet	\$45,503	\$42,547
Local Roads and Community Infrastructure Funding			
Darkan South Road	Reseal	\$24,503	\$22,487
Boyup Brook Arthur Road	Reseal	\$98,628	\$80,513
Other			
Burnett Road	Resheet	\$86,820	\$0
Cordering North Road	Resheet	\$77,956	\$0
Collie South East Road	Reseal	\$6,269	\$0

Plant replacement in 2021/22 included the following:

- Prime mover \$163,656
- Side tipping trailer (Deposit only, balance to be paid in 22/23 financial year) - \$20,600
- Passenger vehicle - \$108,183
- Forklift - \$22,325
- Utes - \$147,307
- Mower - \$10,890
- Spray unit - \$9,393
- Arthur River Fire Truck - \$525,360



Outcome 4.2: Our built infrastructure is well maintained, attractive and inviting

The LRCI funding program has enabled the Shire to upgrade facilities at the Darkan Railway Reserve which, when complete, will provide a central focus and gathering place for the town and community. It is anticipated that the development will draw visitors into the town centre from the information bay providing a place for them to rest and relax.

In addition the LRCI program has allowed us to shave the edges of the cricket pitch, resurfaced the pitch and repair the practice pitches for the cricket community. Lake Towerrinning public space has also been refurbished using funds from this program.

Outcome 4.3: Our cultural heritage is preserved and promoted

Historical buildings play an important role in our identity and provide us with opportunities for tourism. Preservation of these buildings is important and the review of our 2009 Municipal Heritage Inventory was undertaken to create a new Heritage Survey and List which were used to inform the Heritage Local Planning Policy which has now been implemented to protect heritage buildings and ensure that development is in keeping with the heritage values of the building.

The Shire regularly maintains historical buildings in its care. An enquiry regarding the possibility of developing the Darkan Station Masters House has been made to the State Government and we are awaiting a response. The Shire investigated the possibility of purchasing and restoring the Arthur River Shearing Shed but has not been able to reach an agreement with the land owner.

Outcome 4.4: Appropriate planning and development

A full review of the Shire Policy Register was undertaken over the past year. All policies were updated and a number of new policies were implemented. Shire policies can be viewed on the Shire website at <https://www.westarthur.wa.gov.au/documents/>.

Leadership and Management – inspirational, dynamic and transparent

Outcome 5.1: Councillors represent the community and are well trained.

The election in October saw a number of new councillors elected to Council and the resultant council is significantly younger than in previous years. All councillors undergo regular training with WALGA about serving on local government, understanding local government, meeting procedures, conflicts of interest and understanding financial reports and budgets. Councillors are regularly updated about ongoing issues at closed briefing sessions held prior to council meetings. Council meetings are open for the general public to attend.

Outcome 5.2: Shire staff are well trained, motivated and customer focused.

Shire staff continue to attend training days and stay abreast of current issues and services. The continued use of webinars means that Shire staff are able to attend training sessions without leaving Darkan. A number of staff are members of professional support organisations.

The staff have been provided with flexible work arrangements with some staff job sharing and others working from home. Staff communicate effectively between each other to ensure a seamless experience for the general public.

Outcome 5.3: Establish and maintain sound business and governance structures.

The Shire released its Community Strategic Plan and Corporate Business Plan in July 2021 and these documents continue to guide our day to day operations. The budgeting process and review of the forward financial plan is undertaken by the leadership team within the Shire on an annual basis. The Shire continually monitors grant availability to ensure that additional finances can be included in the Shire's annual budget.

Outcome 5.4: Actively engage with the community, business and other stakeholders to grow and develop the community

This year's rate payers meeting was once again well attended by the general public who showed a keen interest in seeing that Council delivered an accountable service. The public are welcome to attend Council meetings at any time throughout the year. Councillors and staff represent the Shire on various committees and regularly meet with these committees to provide a conduit of information and support the community.

Attendance at 4WDL Voluntary Regional Organisation of Councils, Regional Road Group and the Central Zone of WALGA by Shire staff and Councillors ensures that the Shire is well represented regionally, remains up to date with current issues and can advocate in relation to those areas that impact the Shire.

The Shire continues to engage with the public through Council meetings and our website and Facebook pages. In addition, a fortnightly shire report is provided to the Bleat for inclusion in its publication.



STATUTORY REPORTING REQUIREMENTS

Disability Access and Inclusion Plan (DAIP)

In 2021/22, the Shire undertook a review of its Disability Access and Inclusion Plan (DAIP) including consultation with key stakeholders and updating the DAIP to guide further improvements to access and inclusion.

The process included:

- examination of the initial DAIP and subsequent progress reports to see what has been achieved and what still needs work;
- consultation with key staff;
- consultation with the community;
- reference to the Age-Friendly Communities study conducted in 2010
- information from the 2015 Age Friendly Communities in Small Towns project and
- consultation with HACC, St John's Ambulance, Seniors Coordinator, Shire staff, seniors and community members.

Key improvements to access and inclusion over the past year were:

- improved access into the pool area via a ramp through the entrance gate;
- dedicated ACROD permit parking bay at swimming pool;
- wheelchair accessible chalet at the caravan park;
- wheelchair access to Nissen Hut;
- wheelchair accessibility to the camp kitchen and ablutions at the caravan park;
- environmental audit of Shire and public facilities to identify areas that require improvement to be an inclusive community;
- dementia and Alzheimer's information sessions organised; and
- modifications to signage and billboard at front office to improve visibility.

This review found that whilst a large number of initiatives had been implemented since the plans adoption in 2017, there were still issues that people with disabilities have to navigate in our community on a regular basis. The revised DAIP looks to address these issues.

Some specific outcomes to be implemented include:

- access to the town oval;
- access to the beach area at lake Towerrinning and better access to the BBQ area;
- review of ACROD parking in the main street and at the sports complex;
- all access toilet at the swimming pool;
- upgrade of the footpaths around the town site; and
- inclusion of accessible play equipment in the Darkan Railway Reserve.

Complaints Register

Section 5.121 of the Local Government Act 1995 requires the Annual Report to contain details of the entries made in the Complaints Register regarding complaints about elected members. There were two complaints that were referred to the Local Government Standards Panel and the outcomes of these referrals can be viewed at:

<https://www.dlgsc.wa.gov.au/local-government/local-governments/compliance-and-governance/breaches-of-the-local-government-act/minor-breach-findings>

State Records Act

The State Records Act 2000 requires that the Shire maintains and disposes of all records in the prescribed manner. The State Records Act 2000 also requires all local authorities to produce a Record Keeping Plan to be endorsed by the State Records Commission.

A full review of the Shire's record keeping was undertaken in 2021/22 and in the upcoming financial year the recommendations from this review will be implemented as the Shire gradually moves towards a dual electronic and hardcopy record system.

Public Interest Disclosure

In accordance with legislation, procedures have been implemented to facilitate reporting and action on public interest disclosures. During the 2021/22 reporting period, no public interest disclosures were lodged.

Freedom of Information Statement

In complying with the Freedom of Information Act 1992, the Shire of West Arthur is required to prepare and publish an information statement. The Shire's Information Statement was updated in June 2022 and a copy is available from the Shire Office and on Shire website at the following link: <https://www.westarthur.wa.gov.au/documents/616/freedom-of-information-statement-2022>. A printed version of this statement can be viewed at the Shire office.

The information statement contains information on the type of documents available to the public and how to access those documents. During the 2021/22 year the Shire had nil Freedom of Information request in the 2021/22 year.

Employee Remuneration

Section 5.53(2)(g) of the Local Government Act 1995 requires the Shire to report on such information as may be prescribed in relation to the payments made to employees. The Shire had one employee with an annual salary between \$140,000 and \$150,000.

Remuneration provided to CEO

This year the Shire had two acting CEOs, a leaving CEO and an incoming CEO. The total remuneration provided to those in the CEO position during financial year 2020/21 pursuant to (regulation 19B(2)(e) Local Government (Administration) Regulations 1996 including all benefits such housing, vehicle provision, superannuation and severance pay was \$295,254.



THE YEAR AHEAD 2022/23

The year ahead looks very exciting with the continued investment of \$733,388 by the Federal Government in the Local Roads and community infrastructure programme. These funds will be invested in:

- The continued upgrade of the Darkan Railway Reserve including the completion of the playground and the construction of a large shade structure for community gatherings.
- Upgrade of the Lake Towerrinning boat ramp and old change rooms and the installation of an all-access boardwalk from the boat ramp to the beach shade structures.
- Upgrade of the power supply to the sports precinct.
- Upgrade of the solar heating, installation of a solar system and upgrade of the ablution facilities at the Darkan Swimming Pool.
- Upgrade of the Moodiarrup Hall toilets.

The Shire has budgeted to spend \$635,696 on plant replacement including a loader, water tanker, passenger vehicles, mower, and trailer. An alternative power supply has also been included in the budget to supply power during emergency events to the Shire building which will act as the Incident Response Centre and to the Sports Complex which is the primary Welfare Centre in the case of an emergency.

The Shire will continue to work with the 4WDL group to advocate for more rural and regional housing. The compilation of a key worker accommodation report outlining the gaps in accommodation in our area will be prepared to highlight the issue to State and Federal governments

The Shire will continue to support local businesses and will continue to look for opportunities to diversify our economy and assist new businesses to establish in the shire. The implementation of the Charter for the Small Business Friendly program and the development of an Economic Development Strategy will enable us to strengthen our economy over the coming years.

Support will be provided to the Community Builder program to bring together the community and to assist the community with its own development.

Major road works in the next financial year will include:

- Boyup Brook Arthur Road - cement stabilisation and surface corrections; improve drainage and clear roadside vegetation; reinstate headwalls; and reinstall guideposts and signage
- Darkan Williams Road - widen shoulder and culverts, pruning, drainage
- Trigwell Bridge Road - gravel resheeting
- Howie Road - gravel resheeting

Quill Road bridge and Bunce-King road bridge will be completed in the 2022/23 financial year.

The Betty Brown Historical Centre will continue to be an important historical draw card for our area and the continued cataloguing and development of exhibitions will ensure that people return for repeat visits. A new exhibit will be developed in 2023 to replace the Play Time exhibit.

We will continue to promote our area to the intrastate and interstate travel market including through the Astrotowns project with a particular focus on the solar eclipse event in April 2023. In addition, we will

continue to maintain our rail trail and develop new trails within the Shire, working with Department of Biodiversity, Conservation and Attractions Collie office to install new signs along the trail.

The next year promises to be a busy one with lots of new and exciting developments around the Shire. We look forward to continuing to make the Shire of West Arthur a great place to work, live and play.

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Annual Financial Report



SHIRE OF WEST ARTHUR
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

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Principal place of business: 31 Burrowes Street
Darkan WA 6392



**SHIRE OF WEST ARTHUR
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

The attached financial report of the Shire of West Arthur for the financial year ended 30 June 2022 is based on proper accounts and records to present fairly the financial position of the Shire of West Arthur at 30 June 2022 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the 14th day of February 2023



Vin Fordham Lamont
Chief Executive Officer



**HIRE OF WEST ARTHUR
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2022**

	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
Revenue				
Salaries	23(a),2(a)	1,778,616	1,776,244	1,726,902
Operating grants, subsidies and contributions	2(a)	1,843,480	813,807	1,193,697
Fees and charges	22(c),2(a)	333,377	262,985	287,509
Interest earnings	2(a)	42,090	36,389	62,160
Other revenue	2(a)	120,016	71,872	201,814
		4,117,579	2,961,297	3,472,082
Expenses				
Employee costs		(1,734,553)	(1,869,777)	(1,491,505)
Materials and contracts		(710,197)	(811,033)	(775,354)
Utility charges		(82,856)	(93,534)	(81,034)
Depreciation	10(a)	(2,203,410)	(2,140,359)	(2,128,074)
Finance costs	2(b)	(25,232)	(25,232)	(30,457)
Insurance		(103,527)	(103,791)	(93,484)
Other expenditure	2(b)	(51,795)	(36,500)	(36,702)
		(4,911,570)	(5,080,226)	(4,636,610)
		(793,991)	(2,118,929)	(1,164,528)
Capital grants, subsidies and contributions	2(a)	1,630,953	995,128	1,020,169
Profit on asset disposals	10(b)	43,505	6,799	1,643
Loss on asset disposals	10(b)	(5,241)	(5,350)	0
		1,669,217	996,577	1,021,812
Net result for the period	22(b)	875,226	(1,122,352)	(142,716)
Other comprehensive income for the period				
Items that will not be reclassified subsequently to profit or loss				
Changes in asset revaluation surplus	15	24,796,610	0	0
Total other comprehensive income for the period	15	24,796,610	0	0
Total comprehensive income for the period		25,671,836	(1,122,352)	(142,716)

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



**HIRE OF WEST ARTHUR
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2022**

	NOTE	2022 \$	2021 \$
CURRENT ASSETS			
Cash and cash equivalents	3	4,677,550	4,450,261
Trade and other receivables	5	261,739	350,350
Other financial assets	4(a)	29,031	28,087
Inventories	6	17,256	23,433
Other assets	7	63,166	36,669
TOTAL CURRENT ASSETS		5,048,742	4,888,800
NON-CURRENT ASSETS			
Other financial assets	4(b)	367,728	391,822
Property, plant and equipment	8	19,758,117	15,774,946
Infrastructure	9	105,753,934	84,520,456
TOTAL NON-CURRENT ASSETS		125,879,779	100,687,224
TOTAL ASSETS		130,928,521	105,576,024
CURRENT LIABILITIES			
Trade and other payables	11	231,069	530,920
Other liabilities	12	512,197	307,675
Borrowings	13	89,815	96,883
Employee related provisions	14	257,665	404,460
TOTAL CURRENT LIABILITIES		1,090,746	1,339,938
NON-CURRENT LIABILITIES			
Borrowings	13	433,511	523,326
Employee related provisions	14	52,407	32,739
TOTAL NON-CURRENT LIABILITIES		485,918	556,065
TOTAL LIABILITIES		1,576,664	1,896,003
NET ASSETS		129,351,857	103,680,021
EQUITY			
Retained surplus		10,941,177	10,007,504
Reserve accounts	26	2,834,020	2,892,467
Evaluation surplus	15	115,576,660	90,780,050
TOTAL EQUITY		129,351,857	103,680,021

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



**HIRE OF WEST ARTHUR
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2022**

	NOTE	RETAINED SURPLUS \$	RESERVE ACCOUNTS \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2020		10,639,352	2,403,335	90,780,050	103,822,737
Other comprehensive income for the period					
Net result for the period		(142,716)	0	0	(142,716)
Total comprehensive income for the period		(142,716)	0	0	(142,716)
Transfers from reserves	26	201,129	(201,129)	0	
Transfers to reserves	26	(690,261)	690,261	0	
Balance as at 30 June 2021		10,007,504	2,892,467	90,780,050	103,680,021
Other comprehensive income for the period					
Net result for the period		875,226	0	0	875,226
Other comprehensive income for the period	15	0	0	24,796,610	24,796,610
Total comprehensive income for the period		875,226	0	24,796,610	25,671,836
Transfers from reserves	26	644,367	(644,367)	0	
Transfers to reserves	26	(585,920)	585,920	0	
Balance as at 30 June 2022		10,941,177	2,834,020	115,576,660	129,351,857

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

**HIRE OF WEST ARTHUR
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2022**

	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
ASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
fees		1,817,319	1,796,244	1,701,653
operating grants, subsidies and contributions		1,858,262	963,807	1,263,175
fees and charges		333,377	262,985	287,509
interest received		42,090	36,389	62,160
goods and services tax received		286,468	164,500	171,148
other revenue		120,016	71,872	201,814
		4,457,532	3,295,797	3,687,459
Payments				
employee costs		(1,861,680)	(1,869,777)	(1,491,685)
materials and contracts		(1,005,256)	(983,533)	(444,040)
utility charges		(82,856)	(93,534)	(81,034)
finance costs		(25,232)	(25,232)	(30,457)
insurance paid		(103,527)	(103,791)	(93,484)
goods and services tax paid		(276,454)	(164,500)	(190,887)
other expenditure		(51,795)	(36,500)	(36,702)
		(3,406,800)	(3,276,867)	(2,368,289)
Net cash provided by (used in) operating activities	16(b)	1,050,732	18,930	1,319,170
ASH FLOWS FROM INVESTING ACTIVITIES				
payments for purchase of property, plant & equipment		(583,698)	(1,118,315)	(254,332)
payments for construction of infrastructure	9(a)	(1,600,189)	(1,724,905)	(1,226,397)
non-operating grants, subsidies and contributions		1,310,115	698,380	1,020,169
proceeds from financial assets at amortised cost		(4,937)		
proceeds from financial assets at amortised cost - self supporting loans		28,087	28,087	27,173
proceeds from sale of property, plant & equipment	10(b)	124,062	64,228	17,618
Net cash provided by (used in) investing activities		(726,560)	(2,052,525)	(415,769)
ASH FLOWS FROM FINANCING ACTIVITIES				
repayment of borrowings	25(a)	(96,883)	(96,883)	(95,629)
Net cash provided by (used in) financing activities		(96,883)	(96,883)	(95,629)
Net increase (decrease) in cash held		227,289	(2,130,478)	807,772
Cash at beginning of year		4,450,261	4,450,261	3,642,489
Cash and cash equivalents at the end of the year	16(a)	4,677,550	2,319,783	4,450,261

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

**HIRE OF WEST ARTHUR
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2022**

	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
NET CURRENT ASSETS - At start of financial year - surplus/(deficit)	24(c)	1,162,484	1,162,486	1,199,642
OPERATING ACTIVITIES				
Revenue from operating activities (excluding general rate)				
Operating grants, subsidies and contributions		1,843,480	813,807	1,193,695
Fees and charges		333,377	262,985	287,500
Interest earnings		42,090	36,389	62,116
Other revenue		120,016	71,872	201,871
Profit on asset disposals	10(b)	43,505	6,799	1,642
		2,382,468	1,191,852	1,746,823
Expenditure from operating activities				
Employee costs		(1,734,553)	(1,869,777)	(1,491,500)
Materials and contracts		(710,197)	(811,033)	(775,350)
Utility charges		(82,856)	(93,534)	(81,030)
Depreciation		(2,203,410)	(2,140,359)	(2,128,070)
Finance costs		(25,232)	(25,232)	(30,450)
Insurance		(103,527)	(103,791)	(93,480)
Other expenditure		(51,795)	(36,500)	(36,700)
Loss on asset disposals	10(b)	(5,241)	(5,350)	
		(4,916,811)	(5,085,576)	(4,636,610)
Non-cash amounts excluded from operating activities	24(a)	2,039,056	2,138,910	2,126,295
Amount attributable to operating activities		(495,287)	(1,754,814)	(763,533)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions		1,630,953	995,128	1,020,116
Proceeds from disposal of assets	10(b)	124,062	64,228	17,671
Proceeds from financial assets at amortised cost - self supporting loan:	25(a)	28,087	28,087	27,111
Purchase of property, plant and equipment	8(a)	(1,109,058)	(1,118,315)	(254,330)
Purchase and construction of infrastructure	9(a)	(1,600,189)	(1,724,905)	(1,226,390)
		(926,145)	(1,755,777)	(415,776)
Amount attributable to investing activities		(926,145)	(1,755,777)	(415,776)
FINANCING ACTIVITIES				
Repayment of borrowings	25(a)	(96,883)	(96,883)	(95,620)
Transfers to reserves (restricted assets)	26	(585,920)	(569,223)	(690,260)
Transfers from reserves (restricted assets)	26	644,367	1,237,967	201,112
Amount attributable to financing activities		(38,436)	571,861	(584,768)
Surplus/(deficit) before imposition of general rates		(297,384)	(1,776,244)	(564,411)
Total amount raised from general rates	23(c)	1,778,616	1,776,244	1,726,900
Surplus/(deficit) after imposition of general rates	24(c)	1,481,232	0	1,162,489

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

**SHIRE OF WEST ARTHUR
FOR THE YEAR ENDED 30 JUNE 2022
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**SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with *Government Act 1995* and accompanying regulations.

The Local Government Act 1995 requirements

section 6.4 (2) of the Local Government Act 1995 read with the Local Government (Financial Management) regulations 1996 prescribe that the financial report be prepared with the Local Government Act 1996 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

The local government reporting entity

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 27 of the financial report.

Judgements and estimates

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

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

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

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation uncertainties made in relation to lease accounting
- estimation of useful lives of non-current assets

SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES

Revenue Recognition

Revenue recognised during the year under each basis of recognition by nature or types of goods or services is provided in the table below:

For the year ended 30 June 2022

Nature or type

	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	1,778,616	0	1,778,616
Operating grants, subsidies and contributions	66,907	0	0	1,776,573	1,843,480
Fees and charges	324,362	0	9,015	0	333,377
Interest earnings	0	0	18,545	23,545	42,090
Other revenue	54,145	0	0	65,871	120,016
Non-operating grants, subsidies and contributions	0	1,630,953	0	0	1,630,953
Total	445,414	1,630,953	1,806,176	1,865,989	5,748,532

For the year ended 30 June 2021

Nature or type

	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	1,726,902	0	1,726,902
Operating grants, subsidies and contributions	237,967	0	0	955,730	1,193,697
Fees and charges	281,780	0	5,729	0	287,509
Interest earnings	0	0	20,806	41,354	62,160
Other revenue	0	0	0	201,814	201,814
Non-operating grants, subsidies and contributions	0	1,020,169	0	0	1,020,169
Total	519,747	1,020,169	1,753,437	1,198,898	4,492,251

SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES (Continued)

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
a) Revenue (Continued)				
Assets and services acquired below fair value				
Contributed assets		525,360	0	0
		525,360	0	0
Interest earnings				
Financial assets at amortised cost - self supporting loans		11,820	11,820	12,734
Interest on reserve funds		9,050	11,569	21,553
Rates instalment and penalty interest (refer Note 23(d))		18,545	8,000	20,806
Other interest earnings		2,675	5,000	7,067
		42,090	36,389	62,160
b) Expenses				
Auditors remuneration				
- Audit of the Annual Financial Report (a)		29,900	28,600	29,300
- Other services		2,100	900	900
		32,000	29,500	30,200
Finance costs				
Borrowings	25(a)	25,232	25,232	30,457
		25,232	25,232	30,457
Other expenditure				
Sundry expenses		51,795	36,500	36,702
		51,795	36,500	36,702

(a) The current year expense relates to the audit fee for the 2020/21 financial report audit. The indicative fee for the 2021/22 audit is \$30,500.

**SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

3. CASH AND CASH EQUIVALENTS

Cash at bank and on hand
Total cash and cash equivalents

Held as

- Unrestricted cash and cash equivalents
- Restricted cash and cash equivalents

Note	2022	2021
	\$	\$
	4,677,550	4,450,261
16(a)	4,677,550	4,450,261
	1,331,333	1,250,119
16(a)	3,346,217	3,200,142
	4,677,550	4,450,261

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

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

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Restricted financial assets

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserves, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement.

Details of restrictions on financial assets can be found at Note 16.

4. OTHER FINANCIAL ASSETS

(a) Current assets

Financial assets at amortised cost
Self supporting loans receivable

	2022	2021
	\$	\$
	29,031	28,087
24(c)	29,031	28,087

(b) Non-current assets

Financial assets at amortised cost
Self supporting loans receivable

	2022	2021
	\$	\$
	309,376	338,407
	309,376	338,407

Financial assets at fair value through profit and loss
Units in Local Government House Trust

	2022	2021
	\$	\$
	58,352	53,415
	58,352	53,415

SIGNIFICANT ACCOUNTING POLICIES

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.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 21 (i)) due to the observable market rates.

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

Financial assets at fair value through profit and loss

The Shire classifies the following financial assets at fair value through profit and loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Shire has not elected to recognise fair value gains and losses through other comprehensive income.

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 20

SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

5. TRADE AND OTHER RECEIVABLES

Current

Rates receivable
Allowance for credit losses of rates receivables
Trade and other receivables
GST receivable

Note	2022	2021
	\$	\$
	200,216	237,534
	(69,185)	(92,157)
	111,185	175,436
	19,523	29,537
	261,739	350,350

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables

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

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

Classification and subsequent measurement

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

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

6. INVENTORIES

Current

Fuel and materials

Note	2022	2021
	\$	\$
	17,256	23,433
	17,256	23,433

The following movements in inventories occurred during the year:

Balance at beginning of year

Inventories expensed during the year
Write down of inventories to net realisable value
Reversal of write down of inventories to net realisable value
Additions to inventory
Balance at end of year

2(b)

23,433	22,531
(223,908)	(155,916)
217,731	156,818
17,256	23,433

SIGNIFICANT ACCOUNTING POLICIES

General

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

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

**SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

7. OTHER ASSETS

Contract assets

30 June 2022 Actual	30 June 2021 Actual
\$	\$
63,166	36,669
63,166	36,669

SIGNIFICANT ACCOUNTING POLICIES

Other current assets

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

8 PROPERTY, PLANT AND EQUIPMENT

i) Movements in Balances

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Note	Land \$	Buildings - non- specialised \$	Buildings - specialised \$	Total land and buildings \$	Furniture and equipment \$	Plant and equipment \$	Total property, plant and equipment \$
Balance at 1 July 2020		957,016	2,128,280	10,382,806	13,468,102	19,890	2,569,582	16,057,574
Additions				123,111	123,111		131,221	254,332
Disposals		0	0	0	0	0	(15,975)	(15,975)
Depreciation	10(a)	0	(43,962)	(159,259)	(203,221)	(5,847)	(311,917)	(520,985)
Balance at 30 June 2021		957,016	2,084,318	10,346,658	13,387,992	14,043	2,372,911	15,774,946
Comprises:								
Gross balance amount at 30 June 2021		957,016	2,259,668	10,961,758	14,178,442	31,175	3,699,376	17,908,993
Accumulated depreciation at 30 June 2021		0	(175,350)	(615,100)	(790,450)	(17,132)	(1,326,465)	(2,134,047)
Balance at 30 June 2021		957,016	2,084,318	10,346,658	13,387,992	14,043	2,372,911	15,774,946
Additions*		11,556	4,547	73,288	89,391	11,952	1,007,715	1,109,058
Disposals		0	0	0	0	0	(85,798)	(85,798)
Revaluation increments / (decrements) transferred to revaluation surplus		(141,472)	(236,859)	3,889,902	3,511,571			3,511,571
Depreciation	10(a)	0	(43,961)	(163,548)	(207,509)	(4,803)	(326,088)	(538,400)
Transfers					0		(13,260)	(13,260)
Balance at 30 June 2022		827,100	1,808,045	14,146,300	16,781,445	21,192	2,955,480	19,758,117
Comprises:								
Gross balance amount at 30 June 2022		827,100	1,808,045	14,146,300	16,781,445	43,129	4,520,165	21,344,739
Accumulated depreciation at 30 June 2022		0	0	0	0	(21,937)	(1,564,685)	(1,586,622)
Balance at 30 June 2022		827,100	1,808,045	14,146,300	16,781,445	21,192	2,955,480	19,758,117

* Asset additions included additions received at substantially less than fair value:
During the year ended 30 June 2022

0 525,360 525,360



**SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

8 PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Land and buildings					
Land	2	Market approach using recent observable market data for similar properties.	Register Valuer	June 2022	Price per hectare or m2
Buildings - non-specialised	2	Market approach using recent observable market data for similar properties.	Registered Valuer	June 2022	Market data/improvements to land using construction costs and current market conditions (Level 2)
Buildings - specialised	2 & 3	Cost approach using depreciated replacement cost	Registered Valuer	June 2022	Improvements to land using construction costs and current conditions (Level 2), residual values and remaining useful life assessments (Level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

(ii) Cost					
Furniture and equipment		N/A	Cost	NA	N/A
Plant and equipment		N/A	Cost	NA	N/A

**SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

9. INFRASTRUCTURE

(a) Movements in Balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

Note	Infrastructure - roads	Infrastructure - other	Infrastructure - bridges	Total Infrastructure
	\$	\$	\$	\$
Balance at 1 July 2020	63,447,218	3,355,612	18,098,318	84,901,148
Additions	1,066,520	159,877	0	1,226,397
Depreciation	(969,194)	(138,054)	(499,841)	(1,607,089)
Balance at 30 June 2021	63,544,544	3,377,435	17,598,477	84,520,456
Comprises:				
Gross balance at 30 June 2021	67,276,724	3,917,583	19,098,000	90,292,307
Accumulated depreciation at 30 June 2021	(3,732,180)	(540,148)	(1,499,523)	(5,771,851)
Balance at 30 June 2021	63,544,544	3,377,435	17,598,477	84,520,456
Additions	1,299,034	301,155	0	1,600,189
Revaluation increments / (decrements) transferred to revaluation surplus	21,276,371	8,668		21,285,039
Depreciation	(1,003,051)	(162,118)	(499,841)	(1,665,010)
Transfers		13,260		13,260
Balance at 30 June 2022	85,116,898	3,538,400	17,098,636	105,753,934
Comprises:				
Gross balance at 30 June 2022	85,116,898	3,538,400	19,098,000	107,753,298
Accumulated depreciation at 30 June 2022	0	0	(1,999,364)	(1,999,364)
Balance at 30 June 2022	85,116,898	3,538,400	17,098,636	105,753,934

SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

9. INFRASTRUCTURE (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Infrastructure - roads	2 & 3	Cost approach using depreciated replacement cost	Registered Valuer	June 2022	Costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - other	2 & 3	Cost approach using depreciated replacement cost	Registered Valuer	June 2022	Costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - bridges	2 & 3	Cost approach using depreciated replacement cost	Management Valuation	June 2018	Costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

**SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

10. FIXED ASSETS

(a) Depreciation

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Buildings - non-specialised	8(a)	43,961	43,961	43,96
Buildings - specialised	8(a)	163,548	159,248	159,25
Furniture and equipment	8(a)	4,803	5,848	5,84
Plant and equipment	8(a)	326,088	311,916	311,91
Infrastructure - roads	9(a)	1,003,051	981,491	969,19
Infrastructure - other	9(a)	162,118	138,054	138,05
Infrastructure - bridges	9(a)	499,841	499,841	499,84
		2,203,410	2,140,359	2,128,07

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Buildings	30 to 100 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Sealed roads and streets formation pavement seal	not depreciated 70 years
bituminous seals	15 to 25 years
asphalt surfaces	15 to 25 years
Gravel roads formation pavement gravel sheeting	not depreciated 50 years 10 to 15 years
Formed roads (unsealed) formation pavement	not depreciated 50 years
Footpaths - slab	20 years
Sewerage piping	100 years
Water supply piping and drainage systems	75 years
Bridges	60 to 90 years

SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

1. FIXED ASSETS (Continued)

a) Disposals of assets

	2022 Actual Net Book Value	2022 Actual Sale Proceeds	2022 Actual Profit	2022 Actual Loss	2022 Budget Net Book Value	2022 Budget Sale Proceeds	2022 Budget Profit	2022 Budget Loss	2021 Actual Net Book Value	2021 Actual Sale Proceeds	2021 Actual Profit	2021 Actual Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment	85,798	124,062	43,505	(5,241)	62,779	64,228	6,799	(5,350)	15,975	17,618	1,643	
	85,798	124,062	43,505	(5,241)	62,779	64,228	6,799	(5,350)	15,975	17,618	1,643	

The following assets were disposed of during the year.

	2022 Actual Net Book Value	2022 Actual Sale Proceeds	2022 Actual Profit	2022 Actual Loss
Plant and Equipment				
Law, order, public safety				
Arthur River Fire Truck	14,538	32,727	18,189	0
Other property and services				
Truck	6,743	28,396	21,653	0
Rodeo Ute	0	811	811	0
Side Tipping Trailer	16,012	13,739	0	(2,273)
Hilux Ute	8,235	9,686	1,451	0
Colorado Ute	0	1,401	1,401	0
Prado	40,270	37,302	0	(2,968)
	85,798	124,062	43,505	(5,241)

**SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

10. FIXED ASSETS (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

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

Initial recognition and measurement for assets held at cost

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

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

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

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

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

Individual assets that are land, buildings, infrastructure and investment properties acquired between scheduled revaluation dates of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next revaluation date in accordance with the mandatory measurement framework.

Revaluation

The fair value of land, buildings and infrastructure is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the Shire.

At the end of each period the carrying amount for each asset class is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires land, buildings, infrastructure and vested improvements to be shown at fair value.

Revaluation (continued)

For property, plant and equipment and infrastructure, increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss. Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

Depreciation

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

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

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

Depreciation on revaluation

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

11. TRADE AND OTHER PAYABLES

Current

Sundry creditors
 Prepaid rates
 Bonds and deposits held
 Accrued salaries and wages

2022	2021
\$	\$
168,771	470,276
5,463	4,078
18,029	23,733
38,806	32,833
231,069	530,920

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are initially recognised at fair value when the Shire becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services.

The amounts are unsecured, are recognised as a current liability and are usually paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

Prepaid rates

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises revenue for the prepaid rates that have not been refunded.

SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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2. OTHER LIABILITIES

Current

Capital grant/contributions liabilities

Reconciliation of changes in contract liabilities

The Shire expects to satisfy the performance obligations from contracts with customers unsatisfied at the end of the reporting period to be satisfied within the next 12 months.

Reconciliation of changes in capital grant/contribution liabilities

Opening balance

Additions

Revenue from capital grant/contributions held as a liability at the start of the period

	2022 \$	2021 \$
Capital grant/contributions liabilities	512,197	307,675
	512,197	307,675
Opening balance	307,675	0
Additions	512,197	376,682
Revenue from capital grant/contributions held as a liability at the start of the period	(307,675)	(69,007)
	512,197	307,675

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

SIGNIFICANT ACCOUNTING POLICIES

Capital grant/contribution liabilities

Capital grant/contribution liabilities represent the Shire's obligations to construct recognisable non-financial assets to identified specifications to be controlled the Shire which are yet to be satisfied. Capital grant/contribution liabilities are recognised as revenue when the obligations in the contract are satisfied.

Non-current capital grant/contribution liabilities fair values are based on discounted cash flows of expected cashflows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 21(i)) due to the unobservable inputs, including own credit risk.

**SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

3. BORROWINGS

	Note	2022			2021		
		Current	Non-current	Total	Current	Non-current	Total
Secured		\$	\$	\$	\$	\$	\$
Debentures		89,815	433,511	523,326	96,883	523,326	620,209
Total secured borrowings	25(a)	89,815	433,511	523,326	96,883	523,326	620,209

Secured liabilities and assets pledged as security

Debentures, bank overdrafts and bank loans are secured by a floating charge over the assets of the Shire of West Arthur. Other loans relate to transferred receivables. Refer to Note 5.

The Shire of West Arthur has complied with the financial covenants of its borrowing facilities during the 2022 and 2021 years.

SIGNIFICANT ACCOUNTING POLICIES

Borrowing costs

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

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 21(i)) due to the unobservable inputs, including own credit risk.

Risk

Information regarding exposure to risk can be found at Note 20

Details of individual borrowings required by regulation are provided at Note 25(a).

**SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

4. EMPLOYEE RELATED PROVISIONS

Employee Related Provisions

Current provisions

Employee benefit provisions

Annual Leave

Long Service Leave

Non-current provisions

Long Service Leave

	2022	2021
	\$	\$
Annual Leave	118,899	160,900
Long Service Leave	138,766	243,560
	257,665	404,460
Long Service Leave	52,407	32,739
	52,407	32,739
	310,072	437,199

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

Amounts are expected to be settled on the following basis:

Less than 12 months after the reporting date

More than 12 months from reporting date

Note	2022	2021
	\$	\$
Less than 12 months after the reporting date	156,561	231,442
More than 12 months from reporting date	153,511	205,757
	310,072	437,199

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

The Shire's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

Short-term employee benefits

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

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

Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**SHIRE OF WEST ARTHUR
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15. REVALUATION SURPLUS

	2022 Opening Balance	2022 Revaluation Increment	2022 Revaluation (Decrement)	Total Movement on Revaluation	2022 Closing Balance	2021 Opening Balance	2021 Revaluation Increment	2021 Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Revaluation surplus - Land - freehold land	613,871	0	(141,472)	(141,472)	472,399	613,871	0	613,871
Revaluation surplus - Buildings - non-specialised	6,960,184	0	(236,859)	(236,859)	6,723,325	6,960,184	0	6,960,184
Revaluation surplus - Buildings - specialised	0	3,889,902	0	3,889,902	3,889,902	0	0	0
Revaluation surplus - Furniture and equipment	10,206	0	0	0	10,206	10,206	0	10,206
Revaluation surplus - Infrastructure - roads	61,648,086	21,276,371	0	21,276,371	82,924,457	61,648,086	0	61,648,086
Revaluation surplus - Infrastructure - other	1,703,099	8,668	0	8,668	1,711,767	1,703,099	0	1,703,099
Revaluation surplus - Infrastructure - bridges	19,844,604	0	0	0	19,844,604	19,844,604	0	19,844,604
	90,780,050	25,174,941	(378,331)	24,796,610	115,576,660	90,780,050	0	90,780,050

Movements on revaluation of property, plant and equipment (including infrastructure) are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

6. NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Cash and cash equivalents	3	4,677,550	2,319,783	4,450,26
Restrictions				
The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:				
- Cash and cash equivalents	3	3,346,217	2,223,723	3,200,14
		3,346,217	2,223,723	3,200,14
The restricted financial assets are a result of the following specific purposes to which the assets may be used:				
Restricted reserve accounts	26	2,834,020	2,223,723	2,892,46
Capital and contract liabilities	12	512,197	0	307,67
Total restricted financial assets		3,346,217	2,223,723	3,200,14

(b) Reconciliation of Net Result to Net Cash Provided By Operating Activities

Net result		875,226	(1,122,352)	(142,716)
Non-cash items:				
Depreciation/amortisation		2,203,410	2,140,359	2,128,07
(Profit)/loss on sale of asset		(38,264)	(1,449)	(1,643)
Assets received for substantially less than fair value		(525,360)		
Changes in assets and liabilities:				
(Increase)/decrease in trade and other receivables		62,114	170,000	(210,906)
(Increase)/decrease in inventories		6,177	2,500	(902)
Increase/(decrease) in trade and other payables		(299,851)	(175,000)	338,63
Increase/(decrease) in employee related provisions		(127,127)	0	(9,875)
Increase/(decrease) in other liabilities		204,522	(296,748)	238,66
Non-operating grants, subsidies and contributions		(1,310,115)	(698,380)	(1,020,165)
Net cash provided by/(used in) operating activities		1,050,732	18,930	1,319,17

(c) Undrawn Borrowing Facilities

Credit Standby Arrangements

Bank overdraft limit	150,000		150,00
Credit card limit	5,000		
Total amount of credit unused	155,000		150,00

Loan facilities

Loan facilities - current	89,815		96,88
Loan facilities - non-current	433,511		523,32
Total facilities in use at balance date	523,326		620,20

**SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

17. CAPITAL COMMITMENTS

Contracted for:

- capital expenditure projects
- plant & equipment purchases

2022	2021
\$	\$
165,195	96,000
0	51,725
165,195	147,725

SHIRE OF WEST ARTHUR
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8. RELATED PARTY TRANSACTIONS

(a) Elected Member Remuneration

Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Cr Neil Morrell - President			
President's annual allowance	2,813		
Deputy President's annual allowance	297	1,000	1,000
Meeting attendance fees	4,950	2,513	2,400
Annual allowance for ICT expenses	500	500	500
Travel and accommodation expenses	2,220	1,177	1,100
	10,780	5,190	5,000
Cr Kevin King - President			
President's annual allowance	1,164	4,000	4,000
Meeting attendance fees	1,490	3,550	3,400
Annual allowance for ICT expenses	146	500	500
Travel and accommodation expenses		0	400
	2,800	8,050	8,400
Cr Graeme Peirce - Deputy President			
Deputy President's annual allowance	703	0	
Meeting attendance fees	4,540	2,260	2,100
Annual allowance for ICT expenses	500	500	500
Travel and accommodation expenses	1,376	780	700
	7,119	3,540	3,300
Cr Neil Manuel - Elected Member			
Meeting attendance fees	2,870	1,800	1,600
Annual allowance for ICT expenses	500	500	500
Travel and accommodation expenses	721	500	400
	4,091	2,800	2,600
Cr Adam Squires - Elected Member			
Meeting attendance fees	2,870	2,120	1,900
Annual allowance for ICT expenses	500	500	500
	3,370	2,620	2,400
Cr Marie Lloyd - Elected Member			
Meeting attendance fees	1,430	2,980	2,800
Annual allowance for ICT expenses	146	500	500
Travel and accommodation expenses	176	500	400
	1,752	3,980	3,700
Cr Julie McFall - Elected Member			
Meeting attendance fees	860	2,320	2,100
Annual allowance for ICT expenses	146	500	500
	1,006	2,820	2,600
Cr Duncan South - Elected Member			
Meeting attendance fees	3,120	0	
Annual allowance for ICT expenses	351	0	
Travel and accommodation expenses	613	0	
	4,084	0	
Cr Karen Harrington - Elected Member			
Meeting attendance fees	3,060	0	
Annual allowance for ICT expenses	351	0	
Travel and accommodation expenses	514	0	
	3,925	0	
Cr Robyn Lubcke - Elected Member			
Meeting attendance fees	3,100	0	
Annual allowance for ICT expenses	351	0	
Travel and accommodation expenses	1,412	0	
	4,863	0	
	43,790	29,000	28,400

Fees, expenses and allowances to be paid or reimbursed to elected council members.

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
President's annual allowance	3,977	4,000	4,0
Deputy President's annual allowance	1,000	1,000	1,0
Meeting attendance fees	28,290	17,543	16,6
Annual allowance for ICT expenses	3,491	3,500	3,5
Travel and accommodation expenses	7,032	2,957	3,2
18(b)	43,790	29,000	28,4

(b) Key Management Personnel (KMP) Compensation

The total of compensation paid to KMP of the Shire during the year are as follows:

	2022 Actual	2021 Actual
	\$	\$
Short-term employee benefits	337,509	246,908
Post-employment benefits	42,026	25,777
Employee - other long-term benefits	6,678	3,393
Employee - termination benefits	80,063	1,004
Council member costs	43,790	28,427
18(a)	510,066	305,509

Short-term employee benefits

These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

Post-employment benefits

These amounts are the current-year's cost of the Shire's superannuation contributions made during the year.

Other long-term benefits

These amounts represent annual leave and long service leave entitlements accruing during the year.

Termination benefits

These amounts represent termination benefits paid to KMP (Note: may or may not be applicable in any given year).

Council member costs

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

(c) Related Parties

The Shire's main related parties are as follows:

i. Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any council member, are considered key management personnel.

ii. Other Related Parties

An associate person of KMP was employed by the Shire under normal employment terms and conditions.

Any entity that is controlled by or over which KMP, or close family members of KMP, have authority and responsibility for planning, directing and controlling the activity of the entity, directly or indirectly, are considered related parties in relation to the Shire.

iii. Entities subject to significant influence by the Shire

An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

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19. Joint operations

The Shire has a joint arrangement with the Department of Communities which provides housing for the community. The only assets are land and housing units of which the Shire owns a percentage share. The assets are included in Property, Plant & Equipment as follows:

		2022	2021
		\$	\$
Non-current assets			
Land - 10 Hillman Street	54%	5,400	16,20
Land - 12 Hillman Street	35%	3,500	10,50
Land - 18 Gibbs St/25 Nangip Cres	22%	2,200	6,82
Building - 10 Hillman Street	54%	91,800	127,55
Building - 12 Hillman Street	35%	59,500	53,09
Building - 18 Gibbs Street	22%	31,900	12,94
Building - 25 Nangip Cres	22%	31,900	9,56
Total assets		226,200	236,68

SIGNIFICANT ACCOUNTING POLICIES

Joint operations

A joint operation is a joint arrangement where the Shire has joint control with another party to the joint arrangement. All parties to joint arrangements have rights to the assets, and obligations for the liabilities relating to the arrangement.

Assets, liabilities, revenues and expenses relating to the Shire's interest in the joint operation are accounted for in accordance with the relevant Australian Accounting Standard.

SHIRE OF WEST ARTHUR
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20 FINANCIAL RISK MANAGEMENT

This note explains the Shire's exposure to financial risks and how these risks could affect the Shire's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk - interest rates	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The Shire does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

(a) Interest rate risk

Cash and cash equivalents

The Shire's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the Shire to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the Shire to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents, term deposits, and Treasury bonds held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate %	Carrying Amounts \$	Fixed Interest Rate \$	Variable Interest Rate \$	Non Interest Bearing \$
2022					
Cash and cash equivalents	0.36%	4,677,550	0	4,677,550	
2021					
Cash and cash equivalents	0.76%	4,450,261	0	4,450,261	

Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2022 \$	2021 \$
Impact of a 1% movement in interest rates on profit and loss and equity*	46,776	44,503

* Holding all other variables constant

Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The Shire manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The Shire does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 25(a).

SHIRE OF WEST ARTHUR
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20 FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

Trade and Other Receivables

The Shire's major receivables comprise rates annual charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Shire manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the Shire to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The Shire is able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2021 or 1 July 2022 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables. Housing prices and unemployment rates have been identified as the most relevant factor in repayment rates, and accordingly adjustments are made to the expected credit loss rate based on these factors.

The loss allowance as at 30 June 2022 and 30 June 2021 for rates receivable was determined as follows:

	Less than 1 year past due	More than 1 year past due	More than 2 years past due	More than 3 years past due	Total	Note
30 June 2022						
Rates receivable						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	45,601	27,193	22,834	104,588	200,216	
Loss allowance	(6,030)	(6,132)	(7,084)	(49,939)	(69,185)	5
30 June 2021						
Rates receivable						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	52,824	42,356	26,145	116,209	237,534	
Loss allowance					0	5

The loss allowance as at 30 June 2022 and 30 June 2021 was determined as follows for trade receivables.

	Less than 1 year past due	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total	
30 June 2022						
Trade and other receivables						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	129,017	341	1,825	43,168	174,351	
Loss allowance					0	5
30 June 2021						
Trade and other receivables						
Expected credit loss						
Gross carrying amount	207,422	2,737	759	1,167	212,085	
Loss allowance					0	5

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FOR THE YEAR ENDED 30 JUNE 2022**

20 FINANCIAL RISK MANAGEMENT (Continued)

(c) Liquidity risk

Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Shire manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 16(c).

The contractual undiscounted cash flows of the Shire's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
	\$	\$	\$	\$	\$
2022					
Trade and other payables	231,069	0	0	231,069	231,069
Borrowings	110,203	331,355	56,536	498,094	523,326
	341,272	331,355	56,536	729,163	754,395
2021					
Trade and other payables	541,847	0	0	541,847	530,920
Borrowings	122,115	401,650	96,444	620,209	620,209
	663,962	401,650	96,444	1,162,056	1,151,129

**SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

1. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire's intentions to release for sale.

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) Statement of Financial Position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation

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

g) Fair value of assets and liabilities

Fair value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Interest earnings

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

i) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

j) Impairment of assets

In accordance with Australian Accounting Standards the Shire's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regularity to ensure the carrying value does not differ materially from that which would be determined using fair value at the end of the reporting period.

k) Initial application of accounting standards

During the current year, no new or revised Australian Accounting Standards and Interpretations were compiled, became mandatory and were applicable to its operations.

New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current
- AASB 2020-3 Amendments to Australian Accounting Standards - Annual Improvements 2018-2020 and Other Amendments
- AASB 2021-2 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates
- AASB 2021-7 Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections

It is not expected these standards will have an impact on the financial report.



**SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

2. FUNCTION AND ACTIVITY

a) Service objectives and descriptions

Shire operations as disclosed in this financial report encompass the following service orientated functions and activities.

Objective

Description

Governance

To set and achieve Council's goals and objectives for the ratepayers by providing high level direction, co-ordination and management policy

Cost associated with meetings, elections, preparing annual reports and other statutory reporting requirements, public relations and policy development and review.

General purpose funding

To collect revenue to allow for the provision of services.

Costs associated with raising and collecting rates, rate enquiries, preparing general purpose grant returns and investing the Shire's surplus funds.

Law, order, public safety

To provide services to help ensure a safer and environmentally conscious community.

Fire control and prevention, and animal control.

Health

Fire control and prevention, and animal control.

Provision and maintenance of medical buildings and subsidies to health services, services of an Environmental Health Officer including food control.

Education and welfare

To provide services to disadvantaged persons, the elderly, children and youth.

School bus routes, support to families and childrens services including schools, support for seniors and welfare services.

Housing

To provide housing for employees of local industry and government departments.

Maintenance and provision of GROH and community housing.

Community amenities

To provide services required by the community.

Rubbish collection services, operation of refuse site, administration of the town planning scheme, storm water drainage, protection of the environment, cemetery maintenance.

Recreation and culture

To establish and effectively manage infrastructure and resources which will help the social wellbeing of the community.

Maintenance of halls, provision of library services, maintenance of historical buildings and maintenance of reserves and recreation facilities.

Transport

To provide a smooth, safe, efficient and clearly defined road network that is environmentally acceptable and which enhances travels throughout the Shire.

Maintenance of roads, drainage works, footpaths, street lighting, median strips, traffic management, parking facilities and roadworks program.

Economic services

To help promote the local government and its economic wellbeing.

Tourism and area promotion, caravan park, standpipes, pest control services and implementation of building controls.

Other property and services

To monitor and control operating accounts.

Public works overheads, plant/vehicle operations, stock and materials, depot operations and private works.

SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

12. FUNCTION AND ACTIVITY (Continued)

(b) Income and expenses

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
Income excluding grants, subsidies and contributions			
Governance	7,994	0	1
General purpose funding	1,806,492	1,806,813	1,783,47
Law, order, public safety	3,129	600	3,41
Health	7,015	6,035	7,16
Education and welfare	20,932	19,204	17,37
Housing	126,216	116,140	129,23
Community amenities	58,673	55,868	57,23
Recreation and culture	56,612	34,250	134,75
Transport	44,664	6,799	1,72
Economic services	103,354	46,500	49,26
Other property and services	82,523	62,080	96,37
	2,317,604	2,154,289	2,280,02
Grants, subsidies and contributions			
Governance	428	500	13
General purpose funding	1,635,163	517,317	1,388,58
Law, order, public safety	586,018	118,126	38,89
Education and welfare	15	0	3,64
Housing	10,495	10,495	85
Community amenities	3,506	2,000	18
Recreation and culture	207,166	135,694	92
Transport	1,031,632	945,892	780,65
Economic services	0	78,911	
Other property and services	10	0	
	3,474,433	1,808,935	2,213,86
Total Income	5,792,037	3,963,224	4,493,89
Expenses			
Governance	(522,085)	(476,451)	(396,932)
General purpose funding	(106,169)	(90,829)	(88,581)
Law, order, public safety	(160,730)	(304,091)	(140,010)
Health	(120,471)	(117,102)	(107,931)
Education and welfare	(70,151)	(57,354)	(49,015)
Housing	(111,778)	(115,587)	(81,599)
Community amenities	(236,469)	(285,255)	(227,885)
Recreation and culture	(685,595)	(735,481)	(753,287)
Transport	(2,579,810)	(2,592,285)	(2,490,143)
Economic services	(223,099)	(223,734)	(197,123)
Other property and services	(100,454)	(87,407)	(104,104)
Total expenses	(4,916,811)	(5,085,576)	(4,636,610)
Net result for the period	875,226	(1,122,352)	(142,716)

**SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

12. FUNCTION AND ACTIVITY (Continued)

(c) Fees and Charges

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
Governance	57	0	1
General purpose funding	3,607	2,000	2,95
Law, order, public safety	3,010	600	3,33
Health	631	200	20
Education and welfare	15,228	13,500	16,64
Housing	110,744	101,755	114,20
Community amenities	58,328	53,880	53,28
Recreation and culture	10,913	11,750	10,34
Economic services	103,114	46,500	48,92
Other property and services	27,745	32,800	37,60
	333,377	262,985	287,50

(d) Total Assets

	2022	2021
	\$	\$
Governance	22,056	35,289
General purpose funding	192,089	251,870
Law, order, public safety	853,846	366,459
Health	3,505,960	2,854,465
Education and welfare	9,123	2,826
Housing	1,967,605	2,246,940
Community amenities	796,566	1,059,674
Recreation and culture	12,566,296	9,290,823
Transport	104,914,921	84,081,673
Economic services	1,225,306	978,179
Other property and services	4,874,753	4,407,826
	130,928,521	105,576,024

23. RATING INFORMATION

(a) General Rates

The entire balance of rates revenue has been recognised at a point in time in accordance with AASB 1058 *Income for not-for-profit entities*.

SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

13. RATING INFORMATION (Continued)

(d) Interest Charges & Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge	Instalment Plan Interest Rate	Unpaid Rates Interest Rate
		\$	%	%
Option One				
Single full payment	17/09/2021	0.0	0.00%	7.00%
Option Two				
First instalment	17/09/2021	5.0	3.00%	7.00%
Second instalment	19/11/2021			
Option Three				
First instalment	17/09/2021	15.0	3.00%	7.00%
Second instalment	19/11/2021			
Third instalment	21/01/2022			
Fourth instalment	25/03/2022			

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
Interest on unpaid rates	17,056	6,200	19,608
Interest on instalment plan	1,489	1,800	1,198
Charges on instalment plan	835	600	680
	19,380	8,600	21,486

SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

4. RATE SETTING STATEMENT INFORMATION

		2021/22 2021/22 (30 June 2022 Carried Forward)	2021/22 Budget (30 June 2022 Carried Forward)	2020/21 (30 June 2021 Carried Forward)
	Note	\$	\$	\$
a) Non-cash amounts excluded from operating activities				
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .				
Adjustments to operating activities				
Less: Profit on asset disposals	10(b)	(43,505)	(6,799)	(1,643)
Add: Loss on disposal of assets	10(b)	5,241	5,350	(
Add: Depreciation	10(a)	2,203,410	2,140,359	2,128,074
Non-cash movements in assets and liabilities:				
Financial assets at amortised cost		(4,937)		
Employee benefit provisions		(127,127)	0	(10,262)
Movement in Accrued wages		5,974	0	10,081
Non-cash amounts excluded from operating activities		2,039,056	2,138,910	2,126,254
b) Non-cash amounts excluded from investing activities				
The following non-cash revenue or expenditure has been excluded from amounts attributable to investing activities within the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .				
Adjustments to investing activities				
Property, plant and equipment received for substantially less than fair value	8(a)	525,360		(
Non cash non-operating grants, subsidies and contributions		(525,360)		
c) Surplus/(deficit) after imposition of general rates				
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.				
Adjustments to net current assets				
Less: Reserve accounts	26	(2,834,020)	(2,223,723)	(2,892,467)
Less: Financial assets at amortised cost - self supporting loans	4(a)	(29,031)	(29,031)	(28,087)
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings	13	89,815	89,815	96,881
- Employee benefit provisions		296,472	436,909	437,291
Total adjustments to net current assets		(2,476,764)	(1,726,030)	(2,386,378)
Net current assets used in the Rate Setting Statement				
Total current assets		5,048,742	2,586,766	4,888,801
Less: Total current liabilities		(1,090,746)	(860,736)	(1,339,938)
Less: Total adjustments to net current assets		(2,476,764)	(1,726,030)	(2,386,378)
Net current assets used in the Rate Setting Statement		1,481,232	0	1,162,485

SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

25. BORROWING AND LEASE LIABILITIES

(a) Borrowings

Purpose	Note	Actual				Budget			
		Principal at	New Loans	Principal	Principal at 30	New Loans	Principal	Principal at 1	New Loans
		1 July 2020	During 2020-21	Repayments	June 2021	During 2021-22	Repayments	July 2021	During 2021-22
		\$	\$	\$	\$	\$	\$	\$	\$
GROH Housing		237,347	0	(44,061)	193,286	0	(47,024)	193,286	0
Industrial Land		58,848	0	(9,931)	48,917	0	(10,260)	48,917	0
Staff Housing - Lot 30 Hillman Street		25,976	0	(14,464)	11,512	0	(11,512)	11,514	0
Total		322,171	0	(68,456)	253,715	0	(68,796)	253,717	0
Self Supporting Loans									
WA Cottage Homes		393,667	0	(27,173)	366,494	0	(28,087)	366,493	0
Total Self Supporting Loans		393,667	0	(27,173)	366,494	0	(28,087)	366,493	0
Total Borrowings	13	715,838	0	(95,629)	620,209	0	(96,883)	620,210	0

* WA Treasury Corporation

Self supporting loans are financed by payments from third parties. These are shown in Note 4 as other financial assets at amortised cost.
All other loan repayments were financed by general purpose revenue.

Borrowing Interest Repayments

Purpose	Note	Function and activity	Loan Number	Institution	Interest Rate	Actual for year ending 30 June 2022	Budget for year ending 30 June 2022	Actual for year ending 30 June 2021
						\$	\$	\$
GROH Housing		Housing	70	WATC	6.56%	(11,539)	(11,539)	(14,501)
Industrial Land		Economic services	72	WATC	3.27%	(1,475)	(1,475)	(1,803)
Staff Housing - Lot 30 Hillman Street		Other property and services	69	WATC	6.88%	(398)	(398)	(1,419)
Total						(13,412)	(13,412)	(17,723)
Self Supporting Loans Interest Repayments								
WA Cottage Homes		Housing	73	WATC	3.32%	(11,820)	(11,820)	(12,734)
Total Self Supporting Loans Interest Repayments						(11,820)	(11,820)	(12,734)
Total Interest Repayments	2(b)					(25,232)	(25,232)	(30,457)

* WA Treasury Corporation

SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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5. RESERVE ACCOUNTS	2022 Actual Opening Balance	2022 Actual Transfer to	2022 Actual Transfer (from)	2022 Actual Closing Balance	2022 Budget Opening Balance	2022 Budget Transfer to	2022 Budget Transfer (from)	2022 Budget Closing Balance	2021 Actual Opening Balance	2021 Actual Transfer to	2021 Actual Transfer (from)	2021 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by council												
(a) Leave Reserve	210,491	659	(90,000)	121,150	210,490	842	(25,000)	186,332	208,620	1,871	0	210,491
(b) Plant Reserve	522,877	311,636	(380,496)	454,017	522,877	312,102	(465,887)	369,092	319,811	316,669	(113,603)	522,877
(c) Building Reserve	677,641	87,770	(31,102)	734,309	677,641	88,362	(515,000)	251,003	691,332	66,309	(80,000)	677,641
(d) Town Development Reserve	71,306	223	(70,000)	1,529	71,305	285	(70,000)	1,590	70,672	634	0	71,306
(e) Recreation Reserve	162,776	509	0	163,285	162,775	651	0	163,426	121,685	41,091	0	162,776
(f) Heritage Reserve	5,755	336	0	6,091	5,755	323	0	6,078	5,343	412	0	5,755
(g) Community Housing Reserve	153,767	41,563	(26,195)	169,135	153,767	20,610	(25,000)	149,377	131,406	22,361	0	153,767
(h) Waste Management Reserve	122,370	383	0	122,753	122,370	489	(100,000)	22,859	121,282	1,088	0	122,370
(i) Darkan Swimming Pool Reserve	44,081	5,138	0	49,219	44,081	5,176	0	49,257	38,734	5,347	0	44,081
(j) Information Technology Reserve	50,305	42,657	(26,414)	66,548	50,306	50,201	0	100,507	46,885	3,420	0	50,305
(k) Darkan Sport and Community Centre Reserve	289,515	35,906	0	325,421	289,516	31,158	0	320,674	257,208	32,307	0	289,515
(l) Arthur River Country Club Reserve	34,044	6,107	0	40,151	34,043	6,136	0	40,179	27,795	6,249	0	34,044
(m) Museum Reserve	128,155	546	0	128,701	128,155	497	(5,000)	123,652	128,102	1,281	(1,228)	128,155
(n) Moodiarrup Sports Club Reserve	13,539	4,042	0	17,581	13,539	5,058	0	18,597	9,475	5,085	(1,021)	13,539
(o) Landcare Reserve	37,869	118	(5,000)	32,987	37,871	173	(17,080)	20,964	42,763	383	(5,277)	37,869
(p) Corporate Planning and Valuation Reserve	34,836	109	(15,000)	19,945	34,836	139	(15,000)	19,975	34,526	310	0	34,836
(q) Kids Central Reserve	1,607	5,709	(160)	7,156	1,607	5,707	0	7,314	670	937	0	1,607
(r) The Shed Reserve	12,258	566	0	12,824	12,258	47	0	12,305	11,550	708	0	12,258
(s) Recreation Trails Reserve	1,214	4	0	1,218	1,214	5	0	1,219	1,203	11	0	1,214
(t) Community Gym Reserve	11,026	978	0	12,004	11,026	34	0	11,060	8,367	2,659	0	11,026
(u) Economic Development Reserve	73,617	40,230	0	113,847	73,617	40,294	0	113,911	43,229	30,388	0	73,617
(v) Road Reserve	233,418	731	0	234,149	233,418	934	0	234,352	82,677	150,741	0	233,418
	2,892,467	585,920	(644,367)	2,834,020	2,892,467	569,223	(1,237,967)	2,223,723	2,403,335	690,261	(201,129)	2,892,467

All reserves are supported by cash and cash equivalents and are restricted within equity as Reserves - cash backed.

In accordance with Council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

**SHIRE OF WEST ARTHUR
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(a) Leave Reserve	Ongoing	To be used to fund long service leave and annual leave requirements
(b) Plant Reserve	Ongoing	To be used for the purchase of major plant
(c) Building Reserve	Ongoing	To be used for the construction and maintenance of Council buildings
(d) Town Development Reserve	Ongoing	To be used to enhance town infrastructure
(e) Recreation Reserve	Ongoing	To be used to enhance recreation infrastructure
(f) Heritage Reserve	Ongoing	To be used to maintain and improve the heritage buildings of the Shire
(g) Community Housing Reserve	Ongoing	To be used for the maintenance and provision of housing within the Shire
(h) Waste Management Reserve	Ongoing	To be used to assist with funding future infrastructure requirements for waste management
(i) Darkan Swimming Pool Reserve	Ongoing	To be used to assist with funding works at the Darkan swimming pool
(j) Information Technology Reserve	Ongoing	To be used for upgrades to computers and office equipment
(k) Darkan Sport and Community Centre Reserve	Ongoing	To be used to maintain and improve the Darkan Sport and Community Centre
(l) Arthur River Country Club Reserve	Ongoing	To be used to maintain and improve the Arthur River Country Club
(m) Museum Reserve	Ongoing	To be used to maintain and to provide new displays in the Museum
(n) Moodiarrup Sports Club Reserve	Ongoing	To be used to maintain and improve the Moodiarrup Sports Club Reserve
(o) Landcare Reserve	Ongoing	To be used to fund the landcare expenditure of the Shire
(p) Corporate Planning and Valuation Reserve	Ongoing	To be used to fund the corporate planning and valuation expenditure of the Shire
(q) Kids Central Reserve	Ongoing	To be used to fund the renewal of equipment and infrastructure
(r) The Shed Reserve	Ongoing	To be used to fund the renewal of equipment and infrastructure
(s) Recreation Trails Reserve	Ongoing	To be used for the construction and maintenance of recreation trails
(t) Community Gym Reserve	Ongoing	To be used for the renewal of gym equipment and activities
(u) Economic Development Reserve	Ongoing	To be used for economic development initiatives that benefit the Shire
(v) Road Reserve	Ongoing	To be used to fund road improvements or urgent repairs

**SHIRE OF WEST ARTHUR
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

17. TRUST FUNDS

Funds held at balance date which are required to be held in trust and which are not included in the financial statements are as follows:

	1 July 2021	Amounts Received	Amounts Paid	30 June 2022
	\$	\$	\$	\$
Westcare	44,275	111	(1,680)	42,706
Seniors Luncheon	1,311	373	(110)	1,574
Arthur River Development	4,047	10	(1,362)	2,695
RSL Trust Fund	4,410	11	(385)	4,036
Darkan Arts Council	8,181	20	(200)	8,001
Arthur River Hall	2,411	6	0	2,417
Arthur River Restoration	10,326	26	0	10,352
	74,961	557	(3,737)	71,781



Auditor General

INDEPENDENT AUDITOR'S REPORT 2022 Shire of West Arthur

To the Councillors of the Shire of West Arthur

Opinion

I have audited the financial report of the Shire of West Arthur (Shire) which comprises:

- the Statement of Financial Position at 30 June 2022, the Statement of Comprehensive Income by Nature or Type, Statement of Changes in Equity, and Statement of Cash Flows and Rate Setting Statement for the year then ended
- Notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial report is:

- based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the Shire for the year ended 30 June 2022 and its financial position at the end of that period
- in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

The Chief Executive Officer (CEO) is responsible for the preparation and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2022, but not the financial report and my auditor's report.

My opinion on the financial report does not cover the other information and, accordingly, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

Page 1 of 3

7th Floor Albert Facey House 469 Wellington Street Perth MAIL TO: Perth BC PO Box 8489 Perth WA 6849 TEL: 08 6557 7500

Responsibilities of the Chief Executive Officer and Council for the financial report

The Chief Executive Officer of the Shire is responsible for:

- preparation and fair presentation of the financial report in accordance with the requirements of the Act, the Regulations and Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- assessing the Shire's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

Auditor's responsibilities for the audit of the financial report

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf.

My independence and quality control relating to the report on the financial report

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements*, the Office of the Auditor General maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Matters relating to the electronic publication of the audited financial report

This auditor's report relates to the financial report of the Shire of West Arthur for the year ended 30 June 2022 included in the annual report on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the Shire to confirm the information contained in the website version.



Nayna Raniga
Acting Senior Director Financial Audit
Delegate of the Auditor General for Western Australia
Perth, Western Australia
15 February 2023

11.3 DUAL NAMING OF BLACKWOOD RIVER

File Reference:	ADM366
Location:	N/A
Applicant:	N/A
Author:	Vin Fordham Lamont, Chief Executive Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	6/01/2023
Disclosure of Interest:	Nil
Attachments:	1. Letter from the Shire of Bridgetown

SUMMARY:

Council is requested to consider providing in-principle support for the dual naming of the Blackwood River to include its Aboriginal name – Goorbilyup.

BACKGROUND:

The Shire of Bridgetown-Greenbushes wrote to the Shire of West Arthur on 12 December 2022 (see Attachment) seeking in-principle support for the dual naming of the Blackwood River to include its Aboriginal name – Goorbilyup.

The Bridgetown-Greenbushes Council has a newly formed Cultural Inclusion Advisory Committee, which has identified the dual naming of the Blackwood River as a priority project for that shire.

Whilst it would be possible to progress the dual naming of the river only within the boundaries of the Shire of Bridgetown-Greenbushes, the committee believes that it is important to give all local governments that the Blackwood River runs through the opportunity to participate in the project.

The Blackwood River starts in the Shire of West Arthur and passes through the Shires of Boyup Brook, Bridgetown-Greenbushes, Nannup and Augusta – Margaret River before reaching the coast near Augusta.

COMMENT:

Having dual naming of the Blackwood River would be an historic and significant accomplishment, and an important step in the acknowledgement of our indigenous culture and stories given the significance of Goorbilyup as a sacred site to First Nations people.

If each Council supports this regionally significant project, the Shire of Bridgetown-Greenbushes will work with local indigenous elders, stakeholders and each of the Councils involved with the project, including the compiling of the submission to Landgate.

The Aboriginal name for the Blackwood River is the same for each language group along the river so there is only one Aboriginal name required for its entire length.

As the Shire of West Arthur will not incur any costs, nor be required to carry out any of the work involved in this project, the Author recommends that Council give serious consideration to supporting it.

CONSULTATION:

Nil

STATUTORY ENVIRONMENT:

Land Administration Act 1997
s26(2)(c) Land districts and townships, constitution etc. of
Landgate Dual Naming Guidelines

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Community – Safe, Friendly and Inclusive

Outcome: A unique identity and a strong connection to our past

Strategy: Reconnect with our Aboriginal heritage

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Failure to engage with specific groups within the community, and failure to comply with strategies included in our own Strategic Community Plan.
Risk Likelihood (based on history and with existing controls)	(6) Medium
Risk Consequence	(3) Possible
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(2) Minor
Principal Risk Theme	Inadequate Engagement Practices
Risk Action Plan (Controls or Treatment Proposed)	Provide in-principle support for the dual naming of the Blackwood River

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION CO-2023-005

Moved: Cr Robyn Lubcke

Seconded: Cr Adam Squires

That Council

1. provide in-principle support to the Shire of Bridgetown-Greenbushes for the dual naming of the Blackwood River to include its Aboriginal name – Goorbilyup.

CARRIED



1 Steere Street, PO Box 271
Bridgetown, Western Australia 6255
E: btshire@bridgetown.wa.gov.au
W: www.bridgetown.wa.gov.au
Phone: (08) 9761 1555
Fax: (08) 9761 2023

Shire of West Arthur
Attention: CEO, Vin Fordham Lamont
31 Burrowes Street
DARKAN WA 6392

Our Ref: 860



BY:

Dear Mr Fordham Lamont, *Via*

Expression of Interest – Dual Naming of the Blackwood River

I am writing to you to request your Council's in-principle support for the dual naming of the Blackwood River to include its Aboriginal name – Goorbilyup.

Our Council has a newly formed, very passionate and active Cultural Inclusion Advisory Committee. The Committee has identified the dual naming of the Blackwood River as a priority project for our Shire. As expected, Landgate do not support the dual naming a geographical feature from one shire boundary to another. Whilst there exists the option of only progressing dual naming of the river at a geological point within our Shire boundaries our committee feels it is important to consult with affected local governments in order to progress the historic dual-naming project from the river's beginning, in the Shire of West Arthur to where it meets the coast near Augusta. This river runs through the Shires of West Arthur and Boyup Brook, through Kaneang Country, to the Shires of Bridgetown-Greenbushes, Nannup and Augusta-Margaret River, through Bibbulmun and Wadandi country.

Having dual naming of the Blackwood river would be an historic and significant accomplishment and an important step in the acknowledgement of our local indigenous culture and stories given the significance of the Goorbilyup as a sacred site to First Nations People, still connected to the land and waters of this river system.

Landgate has published a dual naming framework to support local governments in progressing an application for dual naming of geographical features. The framework outlines the procedures required for the formal approval of submissions seeking the use of Aboriginal and dual names. If each Council supports this regionally significant project the Shire of Bridgetown-Greenbushes will work with local elders representing first nations people, stakeholders and each of the Councils involved with the project, including compilation of the submission to Landgate.

Our local elder is working closely with us on this project and has begun gathering information for the project including initial discussions with other elders. These discussions have been positive to date. The Aboriginal name for the Blackwood River is the same for each language group so there is only one Aboriginal name to use along the length of the Blackwood River.

...simply beautiful

Our Council views this project as an important opportunity at a crucial time in our history to acknowledge and embrace the history and continued endurance of Western Australian Aboriginal languages and cultures. Geographical features and places in Western Australia were named by Aboriginal peoples long before the arrival of non-Aboriginal people and the names are intrinsically attached to an Aboriginal group's understanding of its history, culture, rights, and responsibilities to the land and waterways.

I look forward to hearing from you and your Council in the hope that we can all work together to make this project a reality.

Kind regards



Tim Clynch
Chief Executive Officer

12 December 2022

11.4 SCHEDULE OF FEES AND CHARGES - PERMIT FEE TO USE A SEPTIC TANK

File Reference:	ADM331
Location:	N/A
Applicant:	N/A
Author:	Vin Fordham Lamont, Chief Executive Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	6/01/2023
Disclosure of Interest:	Nil
Attachments:	1. Existing 2022/2023 Schedule of Fees and Charges

SUMMARY:

Council is requested to consider approving the addition of a Permit Fee to use a Septic Tank to its 2022/2023 Schedule of Fees and Charges.

BACKGROUND:

Council's 2022/2023 Schedule of Fees and Charges includes a Septic Tank application fee of \$118. It was brought to the attention of the Author by the Shire's Environmental Health Officer that local governments are also required to charge a separate fee for the approval of the septic tank.

At the same time, it was noted that the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974* use the terminology "apparatus for the treatment of sewage" rather than "septic tank".

COMMENT:

The Author recommends to Council that the existing description of the application fee be altered to read "Apparatus for the Treatment of Sewage (e.g. septic tank) application". This will ensure that the fees and charges can be charged for systems other than septic tanks such as, for example, ATUs (Aerobic Treatment Units).

The Author also recommends that an additional fee of \$118 be added to the 2022/2023 Schedule of Fees and Charges with the description "Permit to use Apparatus for the Treatment of Sewage (e.g. septic tank)".

CONSULTATION:

Environmental Health Officer

STATUTORY ENVIRONMENT:

Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974
Regulation 4 Approval of construction or installation of apparatus by local government
Local Government Act 1995
Subdivision 2 Fees and charges

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Proposed change will allow for a small level of increased revenue as a result of enabling an additional fee to be charged by the Shire.

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Leadership and Management

Outcome: Establish and maintain sound business and governance structures

Strategy: Comply with regulations and best practice standards to drive good decision making by Council and Staff

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Loss of potential income by failing to include a fee in Council's Schedule of Fees and Charges
Risk Likelihood (based on history and with existing controls)	(5) Almost Certain
Risk Consequence	(2) Minor
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(10) High
Principal Risk Theme	Compliance Failure
Risk Action Plan (Controls or Treatment Proposed)	Advertise and then impose the new Permit to use Apparatus for the Treatment of Sewage (e.g. septic tank) fee

VOTING REQUIREMENTS:

Absolute Majority

RESOLUTION CO-2023-006

Moved: Cr Robyn Lubcke

Seconded: Cr Karen Harrington

That Council;

1. Approves the amendment of the existing description in its 2022/2023 Schedule of Fees and Charges of the "Septic tank application" fee be altered to read "Apparatus for the Treatment of Sewage (e.g. septic tank) application".
2. Approves the addition of a new fee of \$118 (ex GST) to its 2022/2023 Schedule of Fees and Charges with the description "Permit to use Apparatus for the Treatment of Sewage (e.g. septic tank)".
3. Authorises the CEO to advertise its intention to impose the new fee, pursuant to s6.19 of the *Local Government Act 1995*.

CARRIED BY ABSOLUTE MAJORITY

SHIRE OF WEST ARTHUR						
SCHEDULE OF FEES AND CHARGES						
2022/23 As of September 2022						
	Legislation	Details	GST (excl) \$	GST \$	Fee	
GENERAL PURPOSE FUNDING						
		Rates				
I031714	Instalment Fee - per instalment	LG Act 1995 S6.45	instalment > first	5	exempt	5
I031732	Rate enquiry fee (Account enquiry fee for amount)	LG Act 1995 S6.16	per enquiry	50	exempt	50
	Full orders and requisitions -			73	exempt	73
I033020	Surcharge for payment of rates, ESL or rubbish charge by credit card		payment amount * 0.75%	0.682%	0.068%	0.75%
	Penalty Interest		7%			
	Instalment Interest		3%			
GOVERNANCE						
		Photocopying				
I043003	Photocopy (black and white) A4	LG Act 1995 S6.16	per copy	0.45	0.05	0.50
	Photocopy (colour) A4		per copy	0.86	0.09	0.95
	Photocopy (black and white) A3		per copy	0.86	0.09	0.95
	Photocopy (colour) A3		per copy	1.73	0.17	1.90
	(Copy of Shire documents only. General photocopying service available at CRC)					
		Postage	actual cost	various		
		Freedom of Information				
	Application fee for non personal information	WA FOI Act 1992		30	exempt	30
	Application fee for personal information		no fee			
	FOI photocopying		per copy	0.20	exempt	0.20
	Staff time (search and discovery of documents)		per hour	30	exempt	30
LAW, ORDER AND PUBLIC SAFETY						
I051115	Fire Maps	LG Act 1995 S6.16	per map	16.36	1.64	18
		Dogs				
	Kennel license	Dog Regs 2013 R17	per annum	200	exempt	200
I052110	Impounding fee and sustenance					
	Kennel Inspection fee		per annum	90.91	GST	100
	Dog Pound Fee			55.00	Free	55.00
	Dog Sustenance Charge (per day)			22.73	2.27	25.00
	Surrender of Dog			105.00	Free	105.00
I052120	Dog Registration					
	Unsterilised - 1 year	Dog Regs 2013 R17	per dog	50	exempt	50
	Unsterilised - 3 year		per dog	120	exempt	120
	Unsterilised - lifetime		per dog	250	exempt	250
	Sterilised - 1 year		per dog	20	exempt	20
	Sterilised - 3 year		per dog	42.50	exempt	42.50
	Sterilised - lifetime		per dog	100	exempt	100
	(Dogs owned by pensioner - 50% of fee; Droving dogs - 25% of fee)					
		Cats				
I052110	Impounding fee and sustenance					
	Cat Pound Fee			55.00	Free	55.00
	Cat Sustenance Charge (per day)			22.73	2.27	25.00
	Surrender of Cat			105.00	Free	105.00
I052130	Cat Registration	Cat Regs 2012 Sch 3				
	1 year		per cat	20	exempt	20
	3 years		per cat	42.5	exempt	42.5
	Lifetime		per cat	100	exempt	100
	(Cat owned by pensioner 50% of fee)					
I052110	Infringements and Penalties	Cat Act 2011, Dog Act 1976, Local Laws				as per legislation

SHIRE OF WEST ARTHUR						
SCHEDULE OF FEES AND CHARGES						
2022/23 As of September 2022						
	Legislation	Details	GST (excl) \$	GST \$	Fee	
HEALTH						
I071115	Septic tank application	Health Act 1911	118	exempt	118	
I071115	Caravan Park Licence	Car and Camp Regs Sech 3 Div 1	200	exempt	200	
	Offensive Trade Licences	Refer to Health Dept Scale of Fees				
	Food Business Vendor Licence					
	Commercial in residential kitchen - initial registration		50	exempt	50	
	Low Risk		60	exempt	60	
	Medium risk		195	exempt	195	
	Very low risk or charitable		free	exempt	free	
EDUCATION AND WELFARE						
	Kids Central Membership					
I064010	Kid's Central yearly family membership (pro-rata below 6 months)	LG Act 1995 S6.16	per membership	45.45	4.55	50
	Electric Swipe Key (Authorised for Kids Central)		per key	18.18	1.82	20
	Meals Service					
I061011	Main meal		7	exempt	7	
	Dessert	LG Act 1995 S6.16	3	exempt	3	
I063015	Bus Service to Bunbury	LG Act 1995 S6.16	13.64	1.36	15	
HOUSING						
I091110	Community Housing					
	Unit 1/10 Hillman St	LG Act 1995 S6.16	per week	130	exempt	130
	Unit 2/10 Hillman St		per week	145	exempt	145
	Unit 3/12 Hillman St		per week	145	exempt	145
	Unit 4/12 Hillman St		per week	130	exempt	130
	25 Nangip Crescent		per week	150	exempt	150
	18 Gibbs Street		per week	150	exempt	150
I091111	Use of Staff Housing by Non Staff					
	52 Hillman Street	LG Act 1995 S6.16	per week	187	exempt	187
	10 Gibbs Street		per week	187	exempt	187
	31 Arthur Street		per week	153	exempt	153
	7 Hillman Street		per week	128	exempt	128
	8 Hillman Street		per week	163	exempt	163
I091105	GROH Housing					
	11 King Street	LG Act 1995 S6.16	per week	560	exempt	560
	6 Hillman Street	Lease agreement	per week	550	exempt	550
COMMUNITY AMENITIES						
I102160	Asbestos Disposal (plus cost of staff time and equipment)	LG Act 1995 S6.16	cubic metre	50	5	55
	Rubbish Rates					
I101110	Rubbish Collection		per service - refuse and recycle	205	exempt	205
	Recycle bin - non service areas	LG Act 1995 S6.16		64.00	exempt	64.00
I107140	Cemetery Fees	LG Act 1995 S6.16				
	Interments			518	52	570
	Re-opening of grave for exhumation (Where contractors used - cost)			518	52	570
	Re-interment after exhumation (Where contractors used - cost)			518	52	570
	Permission to erect a headstone, a monument to enclose with, kerb any grave, to erect a nameplate			30	0	30
	Grave Reservation Fee			50	0	50
	Niche Wall - includes reservation fee - single			30	0	30
	Niche Wall - includes reservation fee double (Cost of Niche Wall plaque additional)			60	0	60

SHIRE OF WEST ARTHUR						
SCHEDULE OF FEES AND CHARGES						
2022/23 As of September 2022						
		Legislation	Details	GST (excl) \$	GST \$	Fee
I106390	Town Planning Application Fees	PD Regs 2009				
	Less than \$50,000			147	exempt	147
	More than \$50,000 but not more than \$500,000		0.32% of estimated development cost	as per schedule	exempt	as per schedule
	More than \$500,000 but not more than \$2.5 million		\$1,700, + 0.257% for every \$1 in excess of \$500,000	as per schedule	exempt	as per schedule
	More than \$2.5 million but not more than \$5 million		\$7,161 + 0.206% for every \$1 in excess of \$2.5 million	as per schedule	exempt	as per schedule
	More than \$5 million but not more than \$21.5 million		\$12,633 + 0.123% for every \$1 in excess of \$5 million	as per schedule	exempt	as per schedule
	More than \$21.5 million			34196	exempt	34196
	Change of Use			295	exempt	295
	Extractive industry			739	exempt	739
	Home business, home occupation, Cottage industry			222	exempt	222
	Advertising		at cost		applicable	
	Development application fees do not apply to not for profit community groups					
	All other planning fees maximum fee allowed by Department of Planning					

SHIRE OF WEST ARTHUR						
SCHEDULE OF FEES AND CHARGES						
2022/23 As of September 2022						
	Legislation	Details	GST (excl) \$	GST \$	Fee	
RECREATION AND CULTURE						
I111110	Darkan Town Hall					
	Functions including kitchen and at least one hall	LG Act 1995 S6.16	per use	100	10	110
	Meetings including use of kitchen		per use	70	7	77
	Meetings not including use of kitchen (using one area of hall)		per use	40	4	44
	Community activities		per use	20	2	22
	Hire of tables - Darkan Town Hall		per item	9.09	0.91	10
	Hire of chairs - Darkan Town Hall		per item	1.82	0.18	2
	A bond of \$200 is applicable on all function bookings and all equipment hire bookings.					
	Local community and not for profit groups have free use of the Darkan Town Hall.					
I111110	Arthur River Hall					
	Functions		per use	100	10	110
	Local community groups have free use of the Darkan Town Hall.					
I112110	Darkan Swimming Pool					
	Single Membership		per annum	73	7	80
	Family Membership		per annum	109	11	120
	Student Membership (between the age of 18 and 23)		per annum	18	2	20
	Visitors - Adults		per visit	2.73	0.27	3
	Visitors - Children		per visit	1.82	0.18	2
	Group course fees		per person	15	1.50	16.5
	Individual course fees		per person	45	4.50	49.5
	Baby swim classes - Pool Member		per student	7	0.73	8
	Baby swim classes - Non-Pool Member		per student	10	1	11
	Swipe Key (Authorised for Darkan Swimming Pool)		per key	18	1.82	20
	Swim coaching		at cost			
	Swim club - pool member			5	0.45	5
	Swim club - non pool member			6	0.64	7
I113140	Community Gym Membership to 30 June 2022					
	Single			59.09	5.91	65
	Family			90.91	9.09	100
	Concession			27.27	2.73	30.00
	(pro-rata if below 6 months)					
	Equipment Hire					
	Hire of Chairs (only the old orange style hall chairs)			0.30	0.03	0.33
I116110	History Books					
	Hard Cover			25.00	2.50	27.50
	Paperback			17.27	1.73	19.00
	(Postage extra)		At cost			
I147120	The Shed to 30 June 2022					
	Membership - Yearly (pro-rata below 6 months)			54.55	5.45	60.00
	Membership - Pensioner/Seniors Concession			36.36	3.64	40.00
	Locker Hire			9.09	0.91	10.00
	Hourly Rate			27.27	2.73	30.00
	Social membership			4.55	0.45	5.00

SHIRE OF WEST ARTHUR						
SCHEDULE OF FEES AND CHARGES						
2022/23 As of September 2022						
	Legislation	Details	GST (excl) \$	GST \$	Fee	
ECONOMIC SERVICES						
		Scheme Standpipe Water				
I134130	Community standpipe water	LG Act S6.16	per kilolitre	2.50	exempt	2.50
	Commercial standpipe water - per kilolitre	LG Act S6.16	per kilolitre	10.00	exempt	10.00
		Deposit Growden Place Standpipe key (held in shire account)		25.00	0.00	25.00
		Duranillin Water Supply				
I136110	Annual service charge		Per annum	120	exempt	120
I134120	Water Usage (first 100kl)		Per kilolitre	3.50	exempt	3.50
	Water Usage (next 300kl)		Per kilolitre	5.00	exempt	5.00
	Water Usage (above 400kl)		Per kilolitre	8.00	exempt	8.00
I133110	Building Permit Fees					
	Building Permit Fees are in accordance with Building Reg 2012					
	Building Act fees Department of Mines, Industry Regulation and Safety (commerce.wa.gov.au)					
	Uncertified application for a building or demolition permit (minimum fee)		per permit			
	The fee is 0.32% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00					
	Certified application (minimum fee)	Building Regs S16 (1)	per permit			
	For building work for a Class 1 or Class 10 Building or incidental structure the fee is 0.19% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$110.00					
	Certified application for building permit for Class 2 to 9 buildings	Building Reg 2012 Reg 12	Of the estimated value of the building works as determined by the relevant permit authority but not less than \$110.00 Building Regulations 2012			0.09%
	Application for demolition permit Class 1 or 10 buildings	Building Reg 2012 Reg 14	Building Regulations 2012			110.00
	Application for demolition permit Class 2 to 9 buildings	Building Reg 2012 Reg 15	Per storey Building Regulations 2012			110.00
	Application to extend Demolition permit I	Building Reg 2012 Reg 16	Building Regulations 2012			110.00
	Application for occupancy permit	Building Reg 2012 Reg 17	Building Regulations 2012			110.00
	Application for temporary occupancy permit	Building Reg 2012 Reg 18	Building Regulations 2012			110.00
	Application for the modification of an occupancy permit for additional use on a temporary basis	Building Reg 2012 Reg 19	Building Regulations 2012			110.00
	Application for a replacement occupancy permit for permanent change of the buildings use classification	Building Reg 2012 Reg 20	Building Regulations 2012			110.00
	Application for occupancy permit for a building in respect of which unauthorised work has been done	Building Reg 2012 Reg 22	Of the estimated value of the building works as determined by the relevant permit authority but not less than \$110.00 Building Regulations 2012			0.18%

SHIRE OF WEST ARTHUR						
SCHEDULE OF FEES AND CHARGES						
2022/23 As of September 2022						
		Legislation	Details	GST (excl) \$	GST \$	Fee
	Application for a building approval certificate for a building in respect of which unauthorised work has been done (s. 51(3))	Building Reg 2012 Reg 23	Of the estimated value of the building works as determined by the relevant permit authority but not less than \$110.00 Building Regulations 2012			0.38%
	Swimming Pool Inspection Fee (one off)	Building Reg 2012 Reg 53	Per year			58.50
I132040	Darkan Caravan Park					
	Site (2 people) - three nights at price of two nights.		Per night	18.18	1.82	20
	Extra person (each)/Use of shower only		Per night	4.55	0.45	5
	Use of shower for non-patrons from groups pre-approved by the Shire		Per night	4.55	0.45	5
	Site (2 people)		Per week	109.09	10.91	120
	Extra person (each)		Per week	27.27	2.73	30
	Chalet (2 people) - staying one night only		Per night	145.45	14.55	160
	Chalet (2 people) - two or more nights		Per night	118.18	11.82	130
	Chalet - extra person per night		Per night	13.64	1.36	15
	Washing Machine		Per cycle	2.73	0.27	3
	Dryer		Per cycle	0.91	0.09	1
	Nissen Hut		Per night	54.55	5.45	60

SHIRE OF WEST ARTHUR						
SCHEDULE OF FEES AND CHARGES						
2022/23 As of September 2022						
		Legislation	Details	GST (excl) \$	GST \$	Fee
OTHER PROPERTY AND SERVICES						
	Private Works					
I141110						
	Graders		Per Hour	197.27	19.73	217
	Prime Mover only or six wheeler			140.91	14.09	155
	Prime Mover with one trailer			188.18	18.82	207
	Truck - 5 Tonne			118.18	11.82	130
	Truck - 10 Tonne			140.91	14.09	155
	JCB Backhoe			146.36	14.64	161
	Dozer			216.36	21.64	238
	Loader			197.27	19.73	217
	Rollers			150.91	15.09	166
	Tractor			80.91	8.09	89
	Tractor with implement			108.18	10.82	119
	Bobcat			108.18	10.82	119
	Squirrel (one operator included)			80.91	8.09	89
	Road Broom (ute and one operator included)			103.64	10.36	114
	Tree Saw (Includes loader and one operator)			235.45	23.55	259
	Labour (Labourer/operator)			54.55	5.45	60
	Works manager			100.00	10.00	112
	Labour (time & 1/2)			70.91	7.09	78
	Labour (double time)			86.36	8.64	95
	(All plant above includes operator)					
	Ute		Per km	0.85	0.08	0.93
	Compactor		Per day	58.18	5.82	64
			Per m3			
	*Sand (non ratepayer) - per cubic metre		9.00	8.18	0.82	9
	*Gravel (non ratepayer) - per cubic metre		9.00	100.00	10.00	9
	* Gravel or sand supplied to ratepayers will be at cost plus plant and labour					
	Second Hand Grader Blades (or sold with scrap metal)		5.50	5.00	0.50	5.50
			Per Tonne			
	Blue Metal - seconds (per tonne)		30.00	27.27	2.73	30
	Blue Metal - not seconds (per tonne)		50.00	45.45	4.55	50
	Staff Housing					
	(Rental by non Shire staff will be 200% of the applicable charge)					
	15 Nangip Crescent					as per contract
	52 Hillman Street			93.50	exempt	93.50
	10 Gibbs Street			93.50	exempt	93.50
	22 Hillman Street				exempt	as per contract
	31 Arthur Street			76.50	exempt	76.50
	7 Hillman Street			64.00	exempt	64.00
	8 Hillman Street			81.50	exempt	81.50
I141035	Special Series - AW Number Plates					
	DPI Fee			cost	exempt	cost
	Shire additional fee			45.45	4.55	50

11.5 PROVISION OF MUTUAL AID FOR RECOVERY DURING EMERGENCIES - MEMORANDUM OF UNDERSTANDING (MOU)

File Reference: ADM145
Location: N/A
Applicant: N/A
Author: Vin Fordham Lamont, Chief Executive Officer
Authorising Officer: Vin Fordham Lamont, Chief Executive Officer
Date: 13/02/2023
Disclosure of Interest: Nil
Attachments: 1. Proposed Local Government Memorandum of Understanding

SUMMARY:

Council is requested to endorse the Shire President and Chief Executive Officer having authority to sign the next iteration of the Local Government Memorandum of Understanding for the Provision of Mutual Aid during Emergencies and Post Incident Recovery (MOU) as detailed in Attachment 1 to:

- Facilitate the provision of mutual aid between partnering Local Governments (LG) during emergencies and post incident recovery.
- Enhance the capacity of our communities to cope in times of difficulty.
- Demonstrate the capacity and willingness of participating LGs to work co-operatively and share resources within the region.

BACKGROUND:

At the WALGA Central Country Zone meeting, which was held on 25 November 2022, it was resolved that the:

- CEO of the Shire of Corrigin to provide a new draft clause on specific requests for the MoU to WALGA.
- Executive Officer will circulate and request Local Governments to consider extending the MoU review date to 5 years.
- Executive Officer is to then circulate the updated MoU to the Zone.

COMMENT:

The current MOU has been in operation since 2019 with no known issues. It was to some effect used during the Narrogin East Bushfire, which involved the Shires of Cuballing, Wickepin and Narrogin. Authority is being sought for the Shire President and Chief Executive Officer to be granted permission to sign the next version of the MOU.

CONSULTATION:

Attached is an updated, draft MoU with a proposed new item 3 on page 2, in respect to the Allocation of Resources by each Local Government. In addition, the term of the MoU has been extended to 30 June 2028. Expiring in June will allow the MoU to be reviewed prior to the peak emergency season from November to March.

STATUTORY ENVIRONMENT:

There are no statutory provisions relevant to this matter.

POLICY IMPLICATIONS:

There are no current policies relevant nor are there any proposed.

FINANCIAL IMPLICATIONS:

Should Council respond to a request from another LG in the Central Country Zone, the Shire costs would relate to staff salary/wages whilst assisting in the emergency and any loss, damage or cost associated with the provision of support (i.e. plant, equipment, Protective clothing etc.), unless otherwise agreed in writing.

In many instances the loss of plant and equipment would be covered under the Shire's insurance, however there may be an insurance excess on particular plant or equipment that the Shire may have to meet.

The LG requesting the assistance will be responsible for all incidental costs associated with the provider's personnel and equipment such as catering, accommodation, WHS, transport, fuel and storage.

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Community – Safe, Friendly and Inclusive

Outcome: A safe place to work, live and visit

Strategy: Support for the provision of emergency services and volunteers

Theme: Leadership and Management – Inspirational, Dynamic, Transparent

Outcome: Actively engage with community, business and other stakeholders to grow and develop the community

Strategy: Continue to collaborate with other regional shires to achieve maximum benefits for the shire

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management

- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	That Council chooses to not sign the MOU then an emergency occurs beyond the Shire's capacity.
Risk Likelihood (based on history and with existing controls)	Unlikely (2)
Risk Consequence	Moderate (3)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Medium (6)
Principal Risk Theme	Business & Community Disruption
Risk Action Plan (Controls or Treatment Proposed)	Mitigate Risk and sign the MOU

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION CO-2023-007

Moved: Cr Adam Squires

Seconded: Cr Graeme Peirce

That Council, with respect to the partnering agreement for the provision of mutual aid for recovery during emergencies, which will promote cooperation between the Central Country Zone Local Governments in emergency events, authorise the Shire President and CEO to sign and/or affix the Common Seal, as required, to the attached new Memorandum of Understanding (MOU) for the Provision of Mutual Aid during Emergencies and Post Incident Recovery.

CARRIED

Local Government MoU

This Memorandum of Understanding is made on the (insert date)

Parties to the Agreement

Shire of Beverley
Shire of Brookton
Shire of Corrigin
Shire of Cuballing
Shire of Dumbleyung
Shire of Kulin
Shire of Lake Grace
Shire of Narrogin
Shire of Pingelly
Shire of Quairading
Shire of Wagin
Shire of Wandering
Shire of West Arthur
Shire of Wickepin
Shire of Williams

Hereinafter called the 'partnering LGs' parties' or 'partners'.

Aim

This Memorandum of Understanding (MoU) sets out a basic framework for cooperation between the Local Governments (LGs) named, to promote cooperation in a disaster event which affects one or more of the partnering LGs.

The guiding principle of this MoU is that any support given to a partnering LG in a particular emergency event shall be voluntary and of a level that will not unduly compromise the operability of the partnering LG providing the support.

Purpose

To facilitate the provision of mutual aid between partnering LGs during emergencies and post incident recovery.

To enhance the capacity of our communities to cope in times of difficulty.

To demonstrate the capacity and willingness of participating LGs to work co-operatively and share resources within the region.

Partnering Objectives

Partners to this MoU, in times of community distress due to an emergency incident, agree where possible to:

1. Provide whatever resources may reasonably be available within the capacity of that LG to respond to the emergency incident if requested.
2. Provide at its absolute discretion, whatever resources may be available within the means of that LG to assist with post incident recovery in the community.

Allocation of Resources

1. This MoU acknowledges that the allocation of a partnering LG's personnel and plant resources is an operational issue, and as such is the responsibility of the Chief Executive Officer (CEO) of the LG seeking to offer aid.
2. This MoU seeks to demonstrate that the CEO's commitment to supporting other LGs in need is supported by the Elected Members of each participating Council.
3. Acknowledges and accepts that each participating Local Government commits to make available at a minimum and if required the following resources (if they have available and or not otherwise committed or needed) at no cost for up to thirty (30) days during and immediately following an event. There after CEO discretion on allocation of these resources and cost recovery may apply:
 - Community Emergency Services Manager (CESM)
 - Local Recovery Coordinator (LRC)
 - Administration Officer
 - Plant Operator
 - Evacuation Centre Building
 - Animal Welfare Equipment
 - Community Bus (excludes fuel)
 - Emergency Generator (excludes fuel)

Cost Recovery

The Disaster Recovery Funding Arrangements, Western Australia (DRFAWA) guidelines provide for the reimbursement of expenditure incurred by partnering LGs during a disaster event. Each partnering LG is responsible for maintaining an accurate record of its expenditure during an event.

In the event the emergency is declared a Disaster, State and Commonwealth funding assistance will be sought in compliance with relevant State and Commonwealth Policies. The affected partnering LG area will claim these costs accordingly under the DRFAWA guidelines.

In the event a partnering LG's resources and/or equipment are required to assist another partnering LG, these costs may not be claimable via DRFAWA. Therefore, any intended claim for reimbursement is a matter between partnering LGs.

Responsibilities

The partners to this MoU recognise their responsibilities to have adequate arrangements in place in order to be in a position to respond to non-natural and natural disasters.

This MoU recognises that each LG will have its own LEMPs in place in accordance with the *Emergency Management Act 2005*. However, the intention of this MoU is to improve the efficiency of joint response to a disaster, share experiences, enhance cooperation between partnering LGs and improve regional resilience to disaster events.

The parties acknowledge that the provisions of this document are not intended to create binding legal obligations between them.

The parties acknowledge that:

1. nothing in this document authorises a party to incur costs or expenses on behalf of the other party; and
2. a party has no authority to act for, or to create or assume any responsibility obligation or liability on behalf of, the other party.

Partnering Expectations

1. To provide where possible both physical and human resources to assist with the immediate response and recovery. Ongoing protracted assistance may be needed, this may be subject to further negotiation and agreement in writing between the partners concerned.
2. Where possible, and if appropriate, the affected LG must utilise internal resources and local contractors before requesting assistance from another LG. This will ensure LGs are not seen to be competing with local businesses or offers of assistance.
3. All requests for support will be made through the Incident Controller (IC) of the designated Hazard Management Agency (HMA) for the incident, in consultation with the designated Local Recovery Coordinator (LRC) and the Local Emergency Coordinator (LEC).
4. All equipment provided must be covered by the partners own insurance, each LG is responsible for ensuring insurance policies allow for the provision of mutual aid.
5. Each individual Council will be responsible for continued salary and any workers compensation insurance for their own staff regardless of where they are operating during the disaster event.
6. Each LG will be responsible for any loss, damage or cost associated with the provision of support unless otherwise agreed in writing.
7. The LG requesting support will be responsible for all incidental costs associated with the provider's personnel and equipment such as catering, accommodation, OHS issues, transport, fuel, and storage.

Duration and Amendment

The MoU will come into effect at the date which all parties have signed the agreement.

This MoU can be reviewed at any time but cannot be amended except with the written consent of all partners.

Term

Unless mutually extended, terminated or parties withdraw, this MoU will expire on 30 June 2028.

Withdrawal

Any partner may withdraw from this MoU by giving 90 days written notice to the partnering LG's and the State Emergency Management Committee.

Notices

Communications in relation to this MoU should be addressed to:
The Executive Officer, Central Country Zone of WALGA.

DRAFT

12 CORPORATE SERVICES

12.1 ACCOUNTS FOR PAYMENT LISTING - DECEMBER 2022 & JANUARY 2023

File Reference:	ADM338
Location:	N/A
Applicant:	N/A
Author:	Renee Schinzig, Administration Officer
Authorising Officer:	Rajinder Sunner, Manager Corporate Services
Date:	9/02/2023
Disclosure of Interest:	Nil
Attachments:	1. Accounts for Payment Listing - December 2022 2. Accounts for Payment Listing - January 2023 3. Corporate Card Summary - 29 October 2022 to 29 November 2022

SUMMARY:

Council is requested to endorse payments of accounts for December 2022 and January 2023 as listed and note the attached credit card transactions.

BACKGROUND:

The schedule of accounts for payment is included as an attachment for Council information.

Note that the transactions summary for the Corporate Credit Card facility for October has also been included as an attachment to this item, following a request by Council.

COMMENT:

If you have any questions regarding payments in the listing please contact the office prior to the Council meeting.

CONSULTATION:

There has been no consultation.

STATUTORY ENVIRONMENT:

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

12. Payments from municipal fund or trust fund, restrictions on making
 - (1) A payment may only be made from the municipal fund or the trust fund —
 - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
 - (b) otherwise, if the payment is authorised in advance by a resolution of the council.
 - (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.
13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.
 - (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

- (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction;and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

POLICY IMPLICATIONS:

Policy F4.1 – Purchasing Policy

Policy F4.8 – Corporate Transaction Cards Policy

FINANCIAL IMPLICATIONS:

There are no financial implications. Reported expenditure is assessed by management as being consistent with the 22/23 Annual Budget.

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Our Leaders

Outcome: Establish and maintain sound business and governance structures

Strategy: Comply with regulations and best practice standards to drive good decision making by Council and Staff

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays

- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Unauthorised (or incorrectly authorised) payments being made
Risk Likelihood (based on history and with existing controls)	Rare (1)
Risk Consequence	Major (4)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Low (4)
Principal Risk Theme	Misconduct
Risk Action Plan (Controls or Treatment Proposed)	Payments listing provided to Council each month

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION CO-2023-008

Moved: Cr Karen Harrington

Seconded: Cr Robyn Lubcke

That Council;

1. in accordance with section 13 of the Financial Management Regulations of the Local Government Act 1995 and in accordance with delegation, note Municipal Fund vouchers 01122022.1-01122022.27, 16122022.1-16122022.49, 22122022.1-22122022.26, Licensing, Salaries and Wages, EFT Transfers and Direct Debits totalling \$570,133.59 listed (attached) as approved for payment; and
2. in accordance with section 13 of the Financial Management Regulations of the Local Government Act 1995 and in accordance with delegation, note Municipal Fund vouchers 05012023.1-05012023.19, 25012023.1-25012023.32, Licensing, Salaries and Wages, EFT Transfers and Direct Debits totalling \$284,048.85 listed (attached) as approved for payment; and
3. note the attached transaction summary of the Corporate Credit Card facility for 29 October 2022 to 29 November 2022.

CARRIED

Office of West Australia
Accounts for Payment Listing
 December 2022

Date	Num	Name	Original Amount
01/12/2022	DEBIT	SYNERGY	59.15
		ELECTRICITY USAGE AND SUPPLY CHARGE - 8 HILLMAN	
01/12/2022	DEBIT	SYNERGY	385.75
		ELECTRICITY USAGE AND SUPPLY CHARGE - VARIOUS	
01/12/2022	01122022.1	AGRIZZI FARM MACHINERY	120.00
		PARTS & REPAIRS - 1 X CLUTCH PLATE - SP36	
01/12/2022	01122022.2	ASTROTOURISM WA PTY LTD	4,400.00
		TOURISM & AREA PROMOTION - ASTROTOURISM SERVICE LEVEL AGREEMENT	
01/12/2022	01122022.3	AUSO TRAINING	996.00
		BASIC WORKSITE TRAFFIC MANAGEMENT AND TRAFFIC CONTROLLER	
01/12/2022	01122022.4	CJD EQUIPMENT PTY LTD	416.28
		PARTS & REPAIRS - 2 x 20L AT101 TRANSMISSION OIL	
01/12/2022	01122022.5	CPR OUTDOOR CENTRE	8,577.60
		UPGRADE OF EXISTING STRUCTURE TO SUPPORT SOLAR PANELS - POOL	
01/12/2022	01122022.6	DARDANUP BUTCHERING COMPANY	172.94
		SENIOR MEALS ON WHEELS PROJECT - FRESH MEAT	
01/12/2022	01122022.7	DATALINE VISUAL LINK PTY LTD	1,364.00
		DARKAN SWIMMING POOL - MAINTENANCE ON POOL/OFFICE ACCESS PANEL FOR KEYS	
01/12/2022	01122022.8	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	18,598.60
		2022/2023 ESL QUARTER 2	
01/12/2022	01122022.9	DKM WORKPLACE SOLUTIONS	181.50
		MONTHLY SUPPORT - JAN 2023	
01/12/2022	01122022.10	FINISHING WA	1,572.45
		COUNCIL MEETING MINUTE BOOK BINDING 2015-2021	
01/12/2022	01122022.11	INTEGRATED ICT	1,545.28
		MONTHLY SUBSCRIPTIONS AND SERVICE AGREEMENT	
01/12/2022	01122022.12	LANDGATE	71.80
		MINIMUM CHARGE DATED 15/10/22-8/11/22	
01/12/2022	01122022.13	METAL ARTWORK CREATIONS	31.90
		COUNCIL MEETING - GOLD ALLUMINIUM DESK NAME PLATES	
01/12/2022	01122022.14	METRO COUNT	5,637.50
		TRAFFIC MONITORING EQUIPMENT ROAD POD	
01/12/2022	01122022.15	NARROGIN FREIGHTLINES	349.80
		SIGMA FREIGHT	
01/12/2022	01122022.16	OFFICE OF THE AUDITOR GENERAL	1,760.00
		FEE FOR THE CERTIFICATION OF THE ROADS TO RECOVERY FUNDING	
01/12/2022	01122022.17	QUALITY PRESS	119.90
		BUSH BRIGADES PERMIT TO BURN BOOKS PACK 5	
01/12/2022	01122022.18	SHIRE OF TRAYNING	57.14
		DINNER AT MARKET AND GO DURING LG PROFESSIONALS STATE CONFERENCE	
01/12/2022	01122022.19	SIGMA CHEMICALS- COMPANIES GROUP PTY LTD	1,571.09
		POOL CHEMICALS	
01/12/2022	01122022.20	SOS OFFICE EQUIPMENT	201.49
		METER READINGS FOR THE FUJI XEROX PRINTER FOR NOVEMBER 2022	
01/12/2022	01122022.21	STATE LIBRARY OF WESTERN AUSTRALIA	173.54
		FREIGHT RECOUP JULY TO DECEMBER 2022	
01/12/2022	01122022.22	SWAT PEST CONTROL	336.05
		CARAVAN PARK - PEST CONTROL CARAVAN PARK BUILDINGS	
01/12/2022	01122022.23	TRADELINK BUNBURY	37.51
		SHOWER HAND PIECE CLAMP	
01/12/2022	01122022.24	WA CONTRACT RANGER SERVICES PTY LTD	748.00
		RANGER SERVICES 9 AND 14 NOV 22	
01/12/2022	01122022.25	WAGIN MECHANICAL REPAIRS	690.00
		DURANILLIN FIRE TRUCK - TRACE BROKEN WIRES REQUESTED BY GRAHAM PEIRCE	
01/12/2022	01122022.26	WEBB, JANELLE	41.25
		REIMBURSE CLEANING PRODUCTS AND SUPPLIES FOR CARAVAN PARK	
01/12/2022	01122022.27	WEST ARTHUR COMMUNITY RESOURCE CENTRE	5,035.36
		MEDICAL AND LIBRARY FUNDING FROM OCT TO DEC 2022	
05/12/2022	DEBIT	ASGARD SUPER	193.36
		FORTNIGHTLY SUPERANNUATION PAYMENT	
05/12/2022	DEBIT	AUSTRALIAN ETHICAL SUPER FUND	127.87
		FORTNIGHTLY SUPERANNUATION PAYMENT	
05/12/2022	DEBIT	Australian Retirement Trust	28.91
		FORTNIGHTLY SUPERANNUATION PAYMENT	
05/12/2022	DEBIT	AUSTRALIAN SUPER	1,963.10
		FORTNIGHTLY SUPERANNUATION PAYMENT	
05/12/2022	DEBIT	AWARE SUPER	6,728.10
		FORTNIGHTLY SUPERANNUATION PAYMENT	

Office of West Atchafalaya
Accounts for Payment Listing
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Date	Num	Name	Original Amount
05/12/2022	DEBIT	CBUS	297.27
		FORTNIGHTLY SUPERANNUATION PAYMENT	
05/12/2022	DEBIT	COLONIAL FIRST STATE	274.92
		FORTNIGHTLY SUPERANNUATION PAYMENT	
05/12/2022	DEBIT	D AND K MELBOURNE SUPERANNUATION FUND	273.83
		FORTNIGHTLY SUPERANNUATION PAYMENT	
05/12/2022	DEBIT	GD & MA GOODING SUPERANNUATION FUND	14.46
		FORTNIGHTLY SUPERANNUATION PAYMENT	
05/12/2022	DEBIT	HESTA SUPER FUND	217.73
		FORTNIGHTLY SUPERANNUATION PAYMENT	
05/12/2022	DEBIT	HOSTPLUS	50.60
		FORTNIGHTLY SUPERANNUATION PAYMENT	
05/12/2022	DEBIT	PRIME SUPER	354.12
		FORTNIGHTLY SUPERANNUATION PAYMENT	
05/12/2022	DEBIT	SYNERGY	114.03
		ELECTRICITY USAGE AND SUPPLY CHARGE - REES ROAD BORE	
08/12/2022	EFT	SALARIES AND WAGES	66,892.15
		PAYROLL	
09/12/2022	DEBIT	ASGARD SUPER	122.33
		FORTNIGHTLY SUPERANNUATION PAYMENT	
09/12/2022	DEBIT	AUSTRALIAN ETHICAL SUPER FUND	127.87
		FORTNIGHTLY SUPERANNUATION PAYMENT	
09/12/2022	DEBIT	Australian Retirement Trust	28.91
		FORTNIGHTLY SUPERANNUATION PAYMENT	
09/12/2022	DEBIT	AUSTRALIAN SUPER	2,131.24
		FORTNIGHTLY SUPERANNUATION PAYMENT	
09/12/2022	DEBIT	AWARE SUPER	8,026.93
		FORTNIGHTLY SUPERANNUATION PAYMENT	
09/12/2022	DEBIT	CBUS	297.27
		FORTNIGHTLY SUPERANNUATION PAYMENT	
09/12/2022	DEBIT	COLONIAL FIRST STATE	274.92
		FORTNIGHTLY SUPERANNUATION PAYMENT	
09/12/2022	DEBIT	D AND K MELBOURNE SUPERANNUATION FUND	274.92
		FORTNIGHTLY SUPERANNUATION PAYMENT	
09/12/2022	DEBIT	GD & MA GOODING SUPERANNUATION FUND	14.46
		FORTNIGHTLY SUPERANNUATION PAYMENT	
09/12/2022	DEBIT	HESTA SUPER FUND	206.00
		FORTNIGHTLY SUPERANNUATION PAYMENT	
09/12/2022	DEBIT	HOSTPLUS	43.37
		FORTNIGHTLY SUPERANNUATION PAYMENT	
09/12/2022	DEBIT	PRIME SUPER	314.19
		FORTNIGHTLY SUPERANNUATION PAYMENT	
15/12/2022	BPAY	ATO	13,356.00
		NOVEMBER 2022 BAS	
16/12/2022	DEBIT	SYNERGY	1,544.25
		ELECTRICITY USAGE AND SUPPLY CHARGE - STREETLIGHTS	
16/12/2022	DEBIT	TELSTRA	1,482.57
		PHONE USAGE AND SERVICE CHARGES - VARIOUS	
16/12/2022	DEBIT	WATER CORPORATION	3,362.02
		WATER USAGE AND SERVICE CHARGES - VARIOUS	
16/12/2022	BPAY	NAB CREDIT CARD	1,037.86
		SELF INKING STAMP PAD - CERTIFIED DOCUMENT	
		FUEL	
		FOOD AND ACCOMMODATION FOR WALGA COURSE	
		WIRELESS BLACK HEADPHONES	
		REMAINDER OF GIFT CARD FOR PHIL HARRINGTON FOR BUILDING STREET LIBRARY	
16/12/2022	16122022.1	ADROIT INFORMATION MANAGEMENT	5,280.00
		FILING- ARCHIVES - RECORD KEEPING HOURS	
16/12/2022	16122022.2	AIR LIQUIDE	88.96
		FACILITY FEES ON CYLINDERS - NOV 22	
16/12/2022	16122022.3	ASK WASTE MANAGEMENT	781.00
		ASBESTOS MANAGEMENT PLAN	
16/12/2022	16122022.4	BLACKWOOD BASIN GROUP (INC)	1,452.00
		LANDCARE SUPPORT FOR THE PERIOD AUG22	
16/12/2022	16122022.5	BURGESS RAWSON	350.75
		WATER CONSUMPTION FOR ROSE GARDEN - FOR THE PERIOD 6/10-7/12/2022	
16/12/2022	16122022.6	CHIA, KERRY	19.06
		REIMBURSE FISH FOR SENIORS MEALS	

SHIRE OF WEST AUSTRALIA
Accounts for Payment Listing
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Date	Num	Name	Original Amount
16/12/2022	16122022.7	CJD EQUIPMENT PTY LTD	730.36
		L15 SERVICE KIT AND SIDE WINDOW	
16/12/2022	16122022.8	CLOUD PAYMENT GROUP	3,800.45
		DEBIT COLLECTION COSTS	
16/12/2022	16122022.9	COHESIS PTY LTD	5,445.00
		PREPARE RFQ FOR MANAGED ICT SERVICES	
16/12/2022	16122022.10	COLLIE MOWERS & MORE	434.70
		MOWER PARTS, SPOOL, SPOOL CENTRE, PRIMER BULBS, WIP CORD	
16/12/2022	16122022.11	DARDANUP BUTCHERING COMPANY	135.26
		SENIOR MEALS ON WHEELS MEAT ORDER - BEEF MINCE, CHICKEN, DICED LAMB	
16/12/2022	16122022.12	DARKAN AGRI SERVICES	3,873.11
		HOUSING REPAIRS, PARKS & GARDENS SUPPLIES, GAS, WORKSHIRTS, KET CUTTING, PEST CONTROL	
16/12/2022	16122022.13	DKM WORKPLACE SOLUTIONS	258.50
		REVIEW AND UPDATE POLICY	
16/12/2022	16122022.14	EASIFLEET MANAGEMENT- MOUNTSVILLE PTY LTD	2,443.26
		SALARY SACRIFICE PAYMENTS - MONTH OF 1 DECEMBER 22	
16/12/2022	16122022.15	FLEAYS STORE	543.30
		OFFICE AND COUNCIL REFRESHMENTS, SENIORS MEALS GROCERIES - NOVEMBER	
16/12/2022	16122022.16	FORDHAM LAMONT, V	215.00
		ACCOMMODATION FOR PRESENTATION BY WATER CORP BOARD AND SENIOR MANAGEMENT	
16/12/2022	16122022.17	FUEL DISTRIBUTORS OF WA	779.87
		FUEL FOR VIN, RAJ AND GARY'S VEHICLES, NON PUMA SERVICE CHARGE	
16/12/2022	16122022.18	G & M DETERGENTS	431.00
		HAND SOAP, TOILET ROLLS AND BIN LINERS	
16/12/2022	16122022.19	GARY RASMUSSEN.	111.30
		REIMBURSE DIARY AND VEHICLE LOG, LUNCH DURING LOADER REVIEW	
16/12/2022	16122022.20	INTEGRATED ICT	1,749.00
		BACK-UP SERVICE NOV22, INFOCOUNCIL IMPLEMENTATION PLAN, 24 PORT SWITCH	
16/12/2022	16122022.21	KATHY RASMUSSEN.	192.99
		REIMBURSE BREAKFAST, DINNER AND FUEL DURING ROYAL LIFESAVING COURSE	
16/12/2022	16122022.22	KING, GERALDINE	250.00
		REIMBURSE TOWN CHRISTMAS DECORATIONS	
16/12/2022	16122022.23	LUSH FIRE & PLANNING	1,573.00
		7/11 SCHEME REVIEW REPORT	
16/12/2022	16122022.24	MR TRAMPOLINE PTY LTD	2,715.00
		DKN RAILWAY RES - FAMILY SPACE TRAMPOLINE MATS	
16/12/2022	16122022.25	NARROGIN FREIGHTLINES	244.20
		SIGMA FREIGHT	
16/12/2022	16122022.26	NARROGIN QUARRY OPERATIONS	1,859.96
		DARKAN RAILWAY RESERVE STONE DUST 90T	
16/12/2022	16122022.27	OFFICEWORKS	369.68
		OFFICE STATIONERY AND FILING SUPPLIES, TAPE FOR WATER TESTING	
16/12/2022	16122022.28	P & S GRIGGS PLUMBING	500.50
		CHECK GAS COOKTOP - 22 HILLMAN, BACKFLOW TEST TO RPZ - HORWOOD ST STANDPIPE	
16/12/2022	16122022.29	PETE'S	572.25
		JAMES INGARFIELD - NEW MECHANIC 5 SHIRTS & 5 PANTS	
16/12/2022	16122022.30	PORTABLE BUILDINGS WA PTY LTD	20,114.95
		STAGE 1 PAYMENT ON PORTABLE OFFICE BUILDING - DEPOT	
16/12/2022	16122022.31	PUTLAND MOTORS	4,801.90
		PARTS & REPAIRS - VARIOUS, TYRES, HYDRAULIC FITTINGS, OILS, HOSE, COLORADO SERVICE, TRACTOR BATTERY	
16/12/2022	16122022.32	RESONLINE PTY LTD	220.00
		ROOM MANAGER SERVICES NOVEMBER 2022	
16/12/2022	16122022.33	ROS KING1	10.60
		REIMBURSE CLEANING PRODUCTS	
16/12/2022	16122022.34	SHIRE OF COLLIE	697.16
		REIMBURSEMENT OF COMMUNITY EMERGENCY SERVICES OFFICER	
16/12/2022	16122022.35	SIGMA CHEMICALS- COMPANIES GROUP PTY LTD	137.28
		SQUEEZE TUBES	
16/12/2022	16122022.36	SOUTH WEST FIRE COLLIE	189.20
		30M HOSE - DARKAN FIRE TRUCK	
16/12/2022	16122022.37	STRATEGIC LEADERSHIP CONSULTING	4,180.00
		CUSTOMISED CEO PERFORMANCE REVIEW	
16/12/2022	16122022.38	TALIS CONSULTANTS	4,174.50
		LANDFILL CLOSURE PLANS - DARKAN AND DURANILLIN	
16/12/2022	16122022.39	THINKWATER BUNBURY	404.35
		IRRIGATION CABLE, WIRE CONNECTOR, VALVE BOXES	
16/12/2022	16122022.40	TOLL TRANSPORT PTY LTD	29.57
		FREIGHT STEWART HEATON AND SOS	

Shire of West Arthur
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Date	Num	Name	Original Amount
16/12/2022	16122022.41	WA CONCRETE PTY LTD	7,148.00
		SUPPLY AND LAY CONCRETE FOR FOOTPATHS AT LAKE TOWERWINNING	
16/12/2022	16122022.42	WA CONTRACT RANGER SERVICES PTY LTD	794.75
		RANGER SERVICES 23 NOV AND 1 DEC 2022	
16/12/2022	16122022.43	WA TREASURY CORPORATION	34,125.81
		CAPITAL AND INTEREST REPAYMENTS ON LOANS	
16/12/2022	16122022.44	WALGA BUSINESS SOLUTIONS	470.00
		WALGA PEOPLE AND CULTURE SEMINAR, BREAKFAST WITH HEADS OF AGENCIES FOR CEO AND PRESIDENT	
16/12/2022	16122022.45	WARREN BLACKWOOD WASTE	3,693.64
		WASTE CHARGES NOV 22	
16/12/2022	16122022.46	WEST ARTHUR COMMUNITY RESOURCE CENTRE	1,012.41
		PHOTOCOPYING FOR SENIORS, LOGO FEEDBACK FLYERS, DR HOURS AND LAMINATING MAPS	
16/12/2022	16122022.47	WESTRAC BUNBURY	332.25
		PARTS - FILTER AND AIRCON SWITCH - D3	
16/12/2022	16122022.48	WHITAKER, G & K	37.00
		REIMBURSE CHRISTMAS DECORATIONS FOR THE OFFICE	
16/12/2022	16122022.49	WOOD, TREVOR	164.95
		REIMBURSE WORK BOOTS	
22/12/2022	EFT	SALARIES AND WAGES	62,002.25
		PAYROLL	
22/12/2022	DEBIT	ASGARD SUPER	205.20
		FORTNIHGTLY SUPERANNUATION PAYMENT	
22/12/2022	DEBIT	AUSTRALIAN ETHICAL SUPER FUND	132.98
		FORTNIHGTLY SUPERANNUATION PAYMENT	
22/12/2022	DEBIT	Australian Retirement Trust	28.91
		FORTNIHGTLY SUPERANNUATION PAYMENT	
22/12/2022	DEBIT	AUSTRALIAN SUPER	1,865.31
		FORTNIHGTLY SUPERANNUATION PAYMENT	
22/12/2022	DEBIT	AWARE SUPER	7,225.61
		FORTNIHGTLY SUPERANNUATION PAYMENT	
22/12/2022	DEBIT	CBUS	279.89
		FORTNIHGTLY SUPERANNUATION PAYMENT	
22/12/2022	DEBIT	COLONIAL FIRST STATE	274.92
		FORTNIHGTLY SUPERANNUATION PAYMENT	
22/12/2022	DEBIT	D AND K MELBOURNE SUPERANNUATION FUND	273.83
		FORTNIHGTLY SUPERANNUATION PAYMENT	
22/12/2022	DEBIT	GD & MA GOODING SUPERANNUATION FUND	14.46
		FORTNIHGTLY SUPERANNUATION PAYMENT	
22/12/2022	DEBIT	HESTA SUPER FUND	198.67
		FORTNIHGTLY SUPERANNUATION PAYMENT	
22/12/2022	DEBIT	HOSTPLUS	57.83
		FORTNIHGTLY SUPERANNUATION PAYMENT	
22/12/2022	DEBIT	PRIME SUPER	331.19
		FORTNIHGTLY SUPERANNUATION PAYMENT	
22/12/2022	22122022.1	CASTLEDINE AND CASTLEDINE DESIGNERS	1,930.50
		PAYMENT 3 - UPDATING OF SHIRE OF WEST ARTHUR BRANDING	
22/12/2022	22122022.2	CJ MATTERS PTY LTD T/AS REDMOND SAWMILL	147.84
		BRIDGE 737 - REJECT SLEEPERS 2.1M JARRAH	
22/12/2022	22122022.3	COATES HIRE OPERATIONS PTY LTD	421.86
		MINI EXCAVATOR HIRE - RAILWAY RESERVE	
22/12/2022	22122022.4	CORUM HEALTH SERVICES	700.59
		LOTS DISPENSE SOFTWARE MAINTENANCE & PBS ONLINE FEE	
22/12/2022	22122022.5	CR (PRES) NEIL MORRELL	2,117.10
		TRAVEL & SITTING FEES, COMMUNICATIONS & PRESIDENT ALLOWANCE FOR COUNCIL MEETINGS - 2ND QTR 22/23	
22/12/2022	22122022.6	DARDANUP BUTCHERING COMPANY	420.59
		SENIORS MEALS MEAT ORDER	
22/12/2022	22122022.7	FORDHAM LAMONT, V	85.00
		REIMBURSE TELSTRA MONTHLY AC AS PER CEO AGREEMENT	
22/12/2022	22122022.8	G & M DETERGENTS	387.00
		DEB SOAP PACKS - CARAVAN PARK, PUBLIC HALLS, PUBLIC CONVENIENCES	
22/12/2022	22122022.9	GRILLEX	79,365.00
		BBO'S AND PICNIC FURNITURE - DARKAN RAILWAY RESERVE	
22/12/2022	22122022.10	INTEGRATED ICT	1,116.50
		SERVICE DESK/REMOTE MANAGEMENT AND AGREEMENT DEC 22	
22/12/2022	22122022.11	JI & LA RILEY	28,091.94
		WORKS ON FAMILY SHELTER - DARKAN RAILWAY RESERVE	
22/12/2022	22122022.12	JS & LP JACKSON - JS JACKSON FAMILY TRUST	6,292.72
		REIMBURSE RATES OVERPAYMENT	

Shire of West Arnhem
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Date	Num	Name	Original Amount
22/12/2022	22122022.13	MARSH SHIRLEY	218.85
		REIMBURSEMENT FROM TRUST ACCOUNT FOR SENIORS CHRISTMAS LUNCH	
22/12/2022	22122022.14	MARTIN BAIRD.	748.00
		REIMBURSEMENT OF BOND 52 HILLMAN STREET	
22/12/2022	22122022.15	P & S GRIGGS PLUMBING	253.00
		BACK FLOW TEST TO GROWDEN PLACE RPZ	
22/12/2022	22122022.16	PFD FOOD SERVICES PTY LTD	179.00
		MEDIUM RECTANGLE FOIL CONTAINER AND LID	
22/12/2022	22122022.17	PHOENIX GLASS	3,600.00
		SUPPLY AND FIT PERFORATED MESH SCREENS TO 6 HILLMAN ST DARKAN	
22/12/2022	22122022.18	RAREBITS ON BURROWES 1	500.00
		CATERING FOR WHATSUP ACTIVITY AT LAKE TOWERINNING	
22/12/2022	22122022.19	RETECH RUBBER	28,296.40
		SUPPLY, INSTALLATION AND TRAVEL CHARGES - SOFT FALL - DARKAN RAILWAY RESERVE	
22/12/2022	22122022.20	SIGMA CHEMICALS- COMPANIES GROUP PTY LTD	552.20
		NO FUME ACID - SWIMMING POOL	
22/12/2022	22122022.21	STARTRACK EXPRESS	49.87
		WESTRAC FREIGHT	
22/12/2022	22122022.22	SUNWISE SOLAR ENERGY	1,367.08
		ELECTRICAL ZONE DIAGRAM REQUIRED FOR WESTERN POWER APPROVAL - LRCI DARKAN SWIMMING POOL	
22/12/2022	22122022.23	THE PADDY WAGON1	2,277.00
		COUNCIL AND STAFF CHRISTMAS PARTY CATERING	
22/12/2022	22122022.24	TIMBER INSIGHT PTY LTD	38,101.25
		SUPPLY STRUCTURAL TIMBER FOR CONSTRUCTION OF LAKE TOWERINNING BOARDWALK	
22/12/2022	22122022.25	TOLL TRANSPORT PTY LTD	30.90
		FREIGHT ON WATER EXAMS FOR LAKE AND POOL	
22/12/2022	22122022.26	TRAAVERSE	3,100.00
		EQUIPMENT AND TUITION FOR THE WHATSUP YOUTH COVID 19 GRANT ACTIVITY	
30/12/2022	DIRECTDEBIT	NATIONAL AUSTRALIA BANK	10.00
		BANK FEES	
30/12/2022	DIRECTDEBIT	NATIONAL AUSTRALIA BANK	33.80
		BANK FEES	
30/12/2022	DIRECTDEBIT	NATIONAL AUSTRALIA BANK	31.49
		NAB CONNECT AND USAGE FEES	
30/12/2022	DIRECTDEBIT	NATIONAL AUSTRALIA BANK	141.55
		MERCHANT FEE	
31/12/2022	DEBIT	TELSTRA	1,079.69
		PHONE AND INTERNET USAGE AND SERVICE CHARGES - VARIOUS	
		VOUCHERS	AMOUNT
	MUNICIPAL FUND		
		01122022.1 - 01122022.27	54,806.98
		16122022.1 - 16122022.49	119,937.78
		22122022.1 - 22122022.26	200,350.19
		EFT/DEBIT/BPAY	55,913.64
		SALARIES & WAGES	128,894.40
		LICENSING DECEMBER 2022 TRANSFERS	10,230.60
		TOTAL	570,133.59

Shire of West Arthur
Accounts for Payment Listing
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Date	Num	Name	Original Amount
04/01/2023	DirectDebit	WATER CORPORATION	304.87
		WATER USAGE FOR HORWOOD STANDPIPE	
05/01/2023	DirectDebit	SYNERGY	5,714.43
		ELECTRICITY USAGE AND SUPPLY CHARGE FOR VARIOUS SHIRE PROPERTIES	
05/01/2023	05012023.1	AFGR1 EQUIPMENT AUSTRALIA PTY LTD	1,758.74
		GRADER ROLLER CHAIN	
05/01/2023	05012023.2	AIR LIQUIDE	88.96
		FACILITY FEE ON GAS CYLINDERS	
05/01/2023	05012023.3	AUSTRALIA POST	178.81
		BOX OF A4 PAPER, BOOKLET OF STAMPS, POSTAGE FOR INSTALMENT NOTICES	
05/01/2023	05012023.4	CR DUNCAN SOUTH	809.52
		COUNCILLOR FEES, TRAVEL FEES AND COMMUNICATION ALLOWANCE 2ND QTR 22/23	
05/01/2023	05012023.5	EASIFLEET MANAGEMENT- MOUNTSVILLE PTY LTD	1,318.99
		SALARY SACRIFICE BUNCE	
05/01/2023	05012023.6	FL COSTELLO AND CO	3,762.00
		NEW COIN OPERATED WASHING MACHINE FOR CARAVAN PARK	
05/01/2023	05012023.7	FLEAYS STORE	953.22
		FOOD SUPPLIES FOR SENIORS MEALS, MILK, TEA, COFFEE FOR SHIRE OFFICE	
05/01/2023	05012023.8	INTEGRATED ICT	505.56
		MONTHLY SUBSCRIPTION, MONTHLY MS OFFICE 365, SERVICE AGREEMENT	
05/01/2023	05012023.9	LANDGATE	56.40
		ONLINE SHOPPING FOR KYLIE RESERVE	
05/01/2023	05012023.10	MOTORPASS	342.36
		FUEL FOR FIRE TRUCK IECE747	
05/01/2023	05012023.11	OFFICEWORKS	75.93
		LABELS AND DELIVERY FOR PROPERTY FILES	
05/01/2023	05012023.12	QHSE INTEGRATED SOLUTIONS PTY LTD T/AS SK	1,205.60
		SKYTRUST TEIR 1 ONE TIME DEPLOYMENT COST AND MONTHLY SUBSCRIPTION	
05/01/2023	05012023.13	RESONLINE PTY LTD	220.00
		ROOM MANAGER SERVICES DECEMBER 2022	
05/01/2023	05012023.14	SOS OFFICE EQUIPMENT	191.20
		PHOTOCOPIER BILLING DECEMBER 2022 XEROX APEOSPORT C4570	
05/01/2023	05012023.15	SWAN WEST BLINDS & WINDOW TREATMENTS	30.00
		SUPPLY ONLY VERTICAL BLIND SLATS	
05/01/2023	05012023.16	TOLL TRANSPORT PTY LTD	360.83
		SUNNY INDUSTRIAL, SOS (INVOICED TO CRC), THINKWATER, AND WATER EXAM FREIGHT	
05/01/2023	05012023.17	WA CONTRACT RANGER SERVICES PTY LTD	935.00
		RANGER SERVICES 7, 13 AND 19 DEC 22	
05/01/2023	05012023.18	WARREN BLACKWOOD WASTE	2,726.58
		DOMESTIC COMMERCIAL AND RECYCLING DEC22	
05/01/2023	05012023.19	WEST ARTHUR COMMUNITY RESOURCE CENTRE	720.90
		DOCTORS HOUR FOR DEC 2022	
05/01/2023	BPAY	AUSTRALIAN TAXATION OFFICE	17,285.00
		DECEMBER22 BAS	
05/01/2023	EFT	SALARIES AND WAGES	56,677.54
		PAYROLL	
06/01/2023	DEBIT	ASGARD SUPER	260.12
		FORTNIGHTLY SUPERANNUATION PAYMENT	
06/01/2023	DEBIT	AUSTRALIAN ETHICAL SUPER FUND	113.21
		FORTNIGHTLY SUPERANNUATION PAYMENT	
06/01/2023	DEBIT	AUSTRALIAN RETIREMENT TRUST	32.53
		FORTNIGHTLY SUPERANNUATION PAYMENT	
06/01/2023	DEBIT	AUSTRALIAN SUPER	1,448.32
		FORTNIGHTLY SUPERANNUATION PAYMENT	
06/01/2023	DEBIT	AWARE SUPER	6,443.75
		FORTNIGHTLY SUPERANNUATION PAYMENT	
06/01/2023	DEBIT	CBUS	287.81
		FORTNIGHTLY SUPERANNUATION PAYMENT	
06/01/2023	DEBIT	COLONIAL FIRST STATE	283.75
		FORTNIGHTLY SUPERANNUATION PAYMENT	
06/01/2023	DEBIT	D AND K MELBOURNE SUPERANNUATION FUND	269.53
		FORTNIGHTLY SUPERANNUATION PAYMENT	
06/01/2023	DEBIT	GD & MA GOODING SUPERANNUATION FUND	14.46
		FORTNIGHTLY SUPERANNUATION PAYMENT	

Shire of West Arthur
Accounts for Payment Listing
 January 2023

Date	Num	Name	Original Amount
06/01/2023	DEBIT	HESTA SUPER FUND	206.28
		FORTNIGHTLY SUPERANNUATION PAYMENT	
06/01/2023	DEBIT	HOSTPLUS	46.71
		FORTNIGHTLY SUPERANNUATION PAYMENT	
06/01/2023	DEBIT	PRIME SUPER	252.72
		FORTNIGHTLY SUPERANNUATION PAYMENT	
19/01/2023	EFT	SALARIES AND WAGES	61,128.59
		PAYROLL	
19/01/2023	DEBIT	ASGARD SUPER	139.70
		FORTNIGHTLY SUPERANNUATION PAYMENT	
19/01/2023	DEBIT	AUSTRALIAN ETHICAL SUPER FUND	146.35
		FORTNIGHTLY SUPERANNUATION PAYMENT	
19/01/2023	DEBIT	AUSTRALIAN RETIREMENT TRUST	28.91
		FORTNIGHTLY SUPERANNUATION PAYMENT	
19/01/2023	DEBIT	AUSTRALIAN SUPER	1,939.32
		FORTNIGHTLY SUPERANNUATION PAYMENT	
19/01/2023	DEBIT	AWARE SUPER	6,624.71
		FORTNIGHTLY SUPERANNUATION PAYMENT	
19/01/2023	DEBIT	CBUS	278.21
		FORTNIGHTLY SUPERANNUATION PAYMENT	
19/01/2023	DEBIT	COLONIAL FIRST STATE	701.27
		FORTNIGHTLY SUPERANNUATION PAYMENT	
19/01/2023	DEBIT	D AND K MELBOURNE SUPERANNUATION FUND	274.92
		FORTNIGHTLY SUPERANNUATION PAYMENT	
19/01/2023	DEBIT	GD & MA GOODING SUPERANNUATION FUND	14.46
		FORTNIGHTLY SUPERANNUATION PAYMENT	
19/01/2023	DEBIT	HESTA SUPER FUND	196.99
		FORTNIGHTLY SUPERANNUATION PAYMENT	
19/01/2023	DEBIT	HOSTPLUS	57.83
		FORTNIGHTLY SUPERANNUATION PAYMENT	
19/01/2023	DEBIT	PRIME SUPER	303.95
		FORTNIGHTLY SUPERANNUATION PAYMENT	
20/01/2023	DIRECTDEBIT	WATER CORPORATION	19.05
		SPECIAL METER READING 2/10 HILLMAN STREET DARKAN	
23/01/2023	EFT	WA TREASURY CORPORATION	2,059.09
		GUARANTEE FEE ON SHIRE LOANS	
23/01/2023	Debit	WA TREASURY CORPORATION	2,059.09
		GUARANTEE FEE ON SHIRE LOANS	
24/01/2023	DIRECTDEBIT	TELSTRA	1,271.57
		USAGE AND SERVICE CHARGES	
25/01/2023	25012023.1	BLACKWOOD BASIN GROUP (INC)	3,993.00
		LANDCARE SUPPORT FOR THE PERIOD OCT22, NOV22 AND DEC22	
25/01/2023	25012023.2	BODDINGTON MEDICAL CENTRE	1,035.00
		FUEL REIMBURSEMENT FOR DOCTOR - FOR PERIOD OCT-DEC22	
25/01/2023	25012023.3	BURDENS AUSTRALIA	7,718.36
		PLANTERS AND DELIVERY FOR DARKAN FAMILY SPACE	
25/01/2023	25012023.4	CHIA, KERRY	143.21
		FISH FOR SENIORS MEALS, HISTORICAL BOOK, SINK BASKET WASTE FOR HALL	
25/01/2023	25012023.5	CJD EQUIPMENT PTY LTD	5,119.15
		PARTS AND REPAIRS	
25/01/2023	25012023.6	COLLIE TYREPOWER	130.00
		TUBE	
25/01/2023	25012023.7	CR ROBYN LUBCKE	919.65
		COUNCILLOR FEES, TRAVEL FEES AND COMMUNICATION ALLOWANCE 2ND QTR 22/23	
25/01/2023	25012023.8	DARDANUP BUTCHERING COMPANY	542.01
		SENIORS MEALS AND AUSTRALIA DAY	
25/01/2023	25012023.9	DAVID NOWLAND HYDRAULICS	1,752.70
		SP83 TRAILER TIPPER PARTS AND FREIGHT	
25/01/2023	25012023.10	E. ELECTRICAL DESIGNS PTY LTD	6,600.00
		DARKAN SPORTS PRECINCT	
25/01/2023	25012023.11	FORDHAM LAMONT, V	85.00
		HOME INTERNET BILL AS PER CEO CONTRACT BILLING PERIOD 15/11-14/12	
25/01/2023	25012023.12	FUEL DISTRIBUTORS OF WA	25,299.72
		13,000 LITRES FOR THE SHIRE DEPOT, FUEL FOR CEO'S VEHICLE, SURCHARGE FOR NON PUMA DEPOT	

**Shire of West Arthur
Accounts for Payment Listing
January 2023**

Date	Num	Name	Original Amount
25/01/2023	25012023.13	G & M DETERGENTS	777.13
		TOILET ROLLS, DISINFECTANT, HAND TOWELS, BIN BAGS	
25/01/2023	25012023.14	HERSEY'S SAFETY PTY LTD	438.73
		SAFETY GLASSES WITH ANTI FOG LENS, SUNSCREEN, REPELLANT	
25/01/2023	25012023.15	HYDRAULINK - ROB BENNETT MOBILE SERVICE	520.03
		PARTS & REPAIRS - HYDRAULIC HOSE REPAIR	
25/01/2023	25012023.16	INFO COUNCIL PTY LTD	8,447.64
		INITIAL LICENSE FEE FOR THE PERIOD 1/12/22-30/6/23, ANNUAL HELPDESK FEE	
25/01/2023	25012023.17	INTEGRATED ICT	2,315.50
		NEW LAPTOP AND SERVICE - HARDWARE, IT SERVICES AND FREIGHT	
25/01/2023	25012023.18	MCLEODS BARRISTERS AND SOLICITORS	431.20
		RATE RECOVERY ADVICE - 17 NANGIP CRESCENT, DARKAN	
25/01/2023	25012023.19	MOTORPASS	431.14
		FUEL FOR FIRE TRUCK IECE747	
25/01/2023	25012023.20	NARROGIN FREIGHTLINES	354.42
		SIGMA FREIGHT	
25/01/2023	25012023.21	PEDERICK ENGINEERING	344.14
		FABRICATE "U" SECTIONS FOR ROAD SIGN AND G19 GRADER HYDRAULIC HOSE	
25/01/2023	25012023.22	PROMPT SAFETY SOLUTIONS	1,500.00
		GLENORCHY BRIDGE - SITE SPECIFIC TRAVEL PLAN	
25/01/2023	25012023.23	STARTRACK EXPRESS	43.36
		INTEGRATED ICT FREIGHT	
25/01/2023	25012023.24	TALIS CONSULTANTS	4,213.00
		LANDFILL CLOSURE PLAN DURANILLIN	
25/01/2023	25012023.25	THINKWATER BUNBURY	254.10
		WATER METER FOR DURANILLIN	
25/01/2023	25012023.26	TOLL TRANSPORT PTY LTD	145.48
		STEWART & HEATON, WESTRAC, LIBRARY SW ISUZU, WATER EAMS, SOS & HERSEY FREIGHT	
25/01/2023	25012023.27	TUFFA PRODUCTS PTY LTD	1,210.00
		VEHICLE PRESTART BOOKS	
25/01/2023	25012023.28	WA CONTRACT RANGER SERVICES PTY LTD	836.00
		RANGER SERVICES 9 AND 17 JAN 23	
25/01/2023	25012023.29	WEBB, JANELLE	41.20
		MILK AND RUBBISH BAGS FOR CHALETs, RUBBISH BAGS AND FLY SPRAY FOR RESERVES	
25/01/2023	25012023.30	WEST ARTHUR COMMUNITY RESOURCE CENTRE	1,500.00
		YOUTH ENGAGEMENT GRANT - WHATSUP 11/12/22	
25/01/2023	25012023.31	WESTRAC BUNBURY	5,444.07
		G11 AND G10 PARTS AND REPAIRS	
25/01/2023	25012023.32	WURTH AUSTRALIA PTY LTD	4,104.60
		WORKSHOP CONSUMABLES	
25/01/2023	BPAY	CR ADAM SQUIRES - AUSTRALIANSUPER	555.00
		COUNCILLOR FEES AND COMMUNICATION ALLOWANCE 2ND QTR 22/23	
25/01/2023	DIRECTDEBIT	SYNERGY	454.65
		ELECTRICITY USAGE AND SUPPLY CHARGE FOR VARIOUS SHIRE PROPERTIES	
25/01/2023	DIRECTDEBIT	TELSTRA	8,195.51
		USAGE AND SERVICE CHARGES	
31/01/2023	DIRECTDEBIT	TELSTRA	954.41
		USAGE AND SERVICE CHARGES	
31/01/2023	DEBIT	NATIONAL AUSTRALIA BANK	69.85
		MERCHANT FEE	
31/01/2023	DEBIT	NATIONAL AUSTRALIA BANK	36.10
		ACCOUNT FEES	
31/01/2023	DEBIT	NATIONAL AUSTRALIA BANK	10.00
		ACCOUNT FEES	
		VOUCHERS	AMOUNT
MUNICIPAL FUND			
		05012023.1 - 05012023.19	16,240.60
		25012023.1 - 25012023.32	86,689.54
		EFT/DEBIT/BPAY	59,354.43
		SALARIES & WAGES	117,806.13
		LICENSING JANUARY 2023 TRANSFERS	3,958.15
		TOTAL	284,048.85

 <div> <p>SHIRE OF WEST ARTHUR</p> <p>NAB BUSINESS VISA CARD</p> <p>PAYMENTS OF ACCOUNTS BY NAB VISA CARD</p> <p>FOR THE STATEMENT PERIOD: 29 October 2022 To 29 November 2022</p> </div>				
DATE	PAYEE	DESCRIPTION	SOWA EXPENSE CODE	AMOUNT
1. CARD NUMBER 4336-XXXX-XXXX-9660				
16-Nov-22	Liquorland	Councillors Bar Stock	E041001	\$107.00
CARD 1 PAYMENTS				\$107.00
2. CARD NUMBER 4336-XXXX-XXXX-8951				
03-Nov-22	Crown Promenade	WALGA week	E043020	\$342.89
07-Nov-22	Shire of West Arthur	Change of plate between Raj's new vehicle and old vehicle	E144004	\$37.00
07-Nov-22	StampLab	Self inking stamp pad and freight	E142070	\$19.54
07-Nov-22	7 Eleven Kelmscott	Fuel	E144015	\$70.02
08-Nov-22	West Arthur CRC	Gift card for Phil Harrington	E142070	\$50.00
14-Nov-22	JB Hifi Home	Wireless Black Headphones	E142070	\$149.00
28-Nov-22	Officeworks	Ipad and cover for property management software	E142070	\$597.00
29-Nov-22	Phonemart	Restore iphone to factory settings for new mechanic	E142070	\$30.00
CARD 2 PAYMENTS				\$1,295.45
CARD 3 PAYMENTS				\$0.00
TOTAL NAB VISA CARD PAYMENTS 4336-XXXX-XXXX-7507				\$1,402.45
LESS \$364.59 IN CREDIT				-\$364.59
TOTAL NAB VISA CARD PAYMENTS 4336-XXXX-XXXX-7507				\$1,037.86
Date Due for Payment				28-Dec-22

I, Kylie Whitaker, Finance Officer have reviewed the NAB visa card payments and confirm that from the descriptions on the documentation provided that:

1. all transactions are expenses incurred by the Shire of West Arthur;
2. all purchases have been made in accordance with the Shire of West Arthur policies and procedures;
3. all purchases are in accordance with the Local Government Act 1995 and associated regulations;
4. no misuse of the corporate card is evident.

Kylie Whitaker:



DATE: 18, 12, 2022

12.2 FINANCIAL REPORTS - DECEMBER 2022 AND JANUARY 2023

File Reference:	ADM339
Location:	N/A
Applicant:	N/A
Author:	Melinda King, Manager Financial Reporting
Authorising Officer:	Rajinder Sunner, Manager Corporate Services
Date:	10/02/2023
Disclosure of Interest:	Nil
Attachments:	1. Financial Report - December 2022 2. Financial Report - January 2023

SUMMARY:

Council is requested to consider the financial reports for the periods ending 31 December 2022 and 31 January 2023.

BACKGROUND:

The financial reports for the periods ending 31 December 2022 and 31 January 2023 are included as attachments.

COMMENT:

If you have any questions regarding details in the financial reports, please contact the office prior to Council meeting so that sufficient time is given to research the request. This will enable the information to be provided at the Council meeting.

CONSULTATION:

Not required.

STATUTORY ENVIRONMENT:

Section 34 (1) (a) of the Local Government (Financial Management) Regulations 1996 states that a Local Government is to prepare a monthly statement of financial activity including annual budget estimates, monthly budget estimates, actual monthly expenditure, revenue and income, material variances between monthly budget and actual figures and net current assets.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

There are no financial implications. Reported income and expenditure is assessed by management as being consistent with the 2022/23 Annual Budget.

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Leadership and Management

Outcome: Establish and maintain sound business and governance structures

Strategy: Ensure that the local community is provided with value for money through the prudent expenditure of rates

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. **Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Not preparing monthly financial statement which affects Council's ability to oversee the Shire's financial management.
Risk Likelihood (based on history and with existing controls)	Rare (1)
Risk Consequence	Minor (2)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Low (2)
Principal Risk Theme	Compliance failure
Risk Action Plan (Controls or Treatment Proposed)	Prepare monthly financial statement for Council

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION CO-2023-009

Moved: Cr Neil Manuel

Seconded: Cr Graeme Peirce

That Council accepts the Financial Reports for the periods ending 31st December 2022 and 31st January 2023 as presented.

CARRIED

SHIRE OF WEST ARTHUR
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 December 2022

	Note	Annual Budget 2022/2023 \$	YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening Funding Surplus (Deficit)	2	1,481,341	1,481,341	1,481,231	(110)	(0%)	
Revenue from operating activities							
Fees		1,885,423	1,881,716	1,882,134	418	0%	
Operating Grants, Subsidies and Contributions	6	550,100	260,591	328,747	68,156	26%	▲
Fees and Charges		295,450	182,908	185,000	2,092	1%	
Interest Earnings		118,897	11,458	11,427	(31)	(0%)	
Other Revenue		68,353	11,927	19,083	7,156	60%	
Profit on Disposal of Assets		20,676	7,986	4,341	(3,645)		
		2,938,899	2,356,586	2,430,732	74,146		
Expenditure from operating activities							
Employee Costs		(1,996,848)	(1,178,218)	(1,126,168)	52,050	4%	
Less overhead and wage allocations			146,432	156,356	9,924		
Materials and Contracts		(1,131,500)	(555,121)	(523,004)	32,117	6%	
Less Pdepn and POC allocations			62,970	67,238	4,268		
Utility Charges		(90,405)	(45,203)	(45,760)	(558)	(1%)	
Depreciation on Non-Current Assets		(2,217,441)	(305,178)	(311,618)	(6,440)	(2%)	
Interest Expenses		(25,062)	(11,646)	(11,646)	0	0%	
Insurance Expenses		(117,423)	(117,423)	(116,509)	914	1%	
Other Expenditure		(48,000)	(11,250)	(7,013)	4,237	38%	
Loss on Disposal of Assets		(17,355)	0	0	0		
		(5,644,034)	(2,014,636)	(1,918,124)	96,512		
Operating activities excluded from budget							
Add back Depreciation		2,217,441	305,178	311,618	6,440	2%	
Adjust (Profit)/Loss on Asset Disposal		(3,321)	(7,986)	(4,341)	3,645	(46%)	
Adjust Provisions and Accruals		0	(38,807)	(38,807)	0	0%	
Amount attributable to operating activities		(491,015)	600,335	781,078	180,743		
Investing activities							
Grants, Subsidies and Contributions	6	1,200,962	490,000	486,813	(3,187)	(1%)	
Proceeds from Disposal of Assets		144,050	84,050	80,000	(4,050)	(5%)	
Land and Buildings	7	(734,749)	(25,000)	(22,485)	2,515	10%	▲
Infrastructure Assets - Roads	7	(1,083,221)	(200,000)	(197,083)	2,917	1%	
Infrastructure Assets - Other	7	(627,656)	(398,000)	(397,608)	392	0%	
Plant and Equipment	7	(635,696)	(178,700)	(186,953)	(8,253)	(5%)	
Furniture and Equipment	7	0	0	0	0		
Amount attributable to investing activities		(1,736,310)	(227,650)	(237,316)	(9,666)		
Financing Activities							
Proceeds from Self Supporting Loan - repayments		29,031	14,396	14,396	0	0%	
Transfer from Reserves	5	993,650	0	0	0		
Repayment of Debentures		(101,198)	(50,031)	(50,031)	0	0%	
Proceeds from new borrowings		270,000	270,000	270,000			
Transfer to Reserves	5	(445,499)	(1,300)	(1,288)	12	1%	
Amount attributable to financing activities		745,984	233,065	233,077	12		
Closing Funding Surplus (Deficit)	2	0	2,087,091	2,258,070	170,979	8%	

indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
refer to Note 1 for an explanation of the reasons for the variance.

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

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2022

Note 1: Explanation of Material Variances

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

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

Operating Grants, Subsidies and Contributions

46,541 WALGGC - General Purpose Grant additional received	Permanent variance
22,126 WALGGC - Local Roads Grant additional received	Permanent variance

Employee Costs

52,050 Employee costs are below budget.	Timing variance
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Materials and Contracts

44,442 There are several non reportable timing variances.

(12,326) Plant operation costs are above budget ytd.

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2022

Note 2: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	Current
	Note	30 June 2022	31 Dec 2022
		\$	\$
Current Assets			
Cash Unrestricted	3	1,331,333	1,972,697
Cash Restricted - reserves	5	2,834,020	2,835,308
Cash Restricted - unspent grants		512,197	159,726
Receivables - Rates	4	131,031	288,000
Receivables - Other	4	174,351	48,792
Inventories		17,256	17,256
		5,000,188	5,321,779
Less: Current Liabilities			
Payables		(172,740)	(68,675)
Unspent grants, contributions and reimbursements 21/22		(512,197)	(159,726)
Unspent grants, contributions and reimbursements current 22/23		0	0
		(684,937)	(228,401)
Less: Cash Reserves	5	(2,834,020)	(2,835,308)
Net Current Funding Position		1,481,231	2,258,070

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2022

Note 3: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	112,217			112,217	NAB	0.01%	At Call
Municipal Bank - Bendigo	24,105			24,105	Bendigo	0.01%	At Call
Municipal Cash Maximiser	310,000			310,000	NAB	0.95%	At Call
Trust Bank Account			1,516	1,516	NAB	0.01%	At Call
Trust Cash Maximiser			5,269	5,269	NAB	0.95%	At Call
Reserve Cash Maximiser		180		180	NAB	0.95%	At Call
Bendigo Reserve		537		537	Bendigo	0.80%	At Call
(b) Term Deposits							
Municipal term deposit	800,000			800,000	BOQ	3.45%	13/02/2023
Municipal term deposit	600,000			600,000	NAB	3.50%	18/01/2023
Bendigo term deposit	286,000			286,000	Bendigo	4.05%	28/04/2023
Trust term deposit			65,000	65,000	NAB	3.64%	17/02/2023
Reserve term deposit		1,214,591		1,214,591	BOQ	3.45%	13/02/2023
Reserve term deposit		1,620,000		1,620,000	Bendigo	3.30%	13/02/2023
Total	2,132,322	2,835,308	71,785	5,039,415			

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2022

Note 4: Receivables

Receivables - Rates Receivable	31 Dec 2022	30 June 2022	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Years	200,216	237,534	Receivables - General	17,261	2,172	582	28,778	48,793
Levied this year (incl rubbish & ESL)	1,989,821	1,876,228						
Less Collections to date	(1,837,823)	(1,919,009)	Balance per Trial Balance					
Equals Current Outstanding	352,214	194,753	Sundry Debtors					0
Add paid in advance	4,971	5,463	Receivables - Other					0
Net Rates Collectable	357,185	200,216	Total Receivables General Outstanding					48,793
% Collected	83.92%	90.79%						
Less Recognised as doubtful	(69,185)	(69,185)						

Amounts shown above include GST (where applicable)

90+ day amount includes funding including \$26,497 LRCI to be received when annual report/acquittal finalised and accepted.

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2022

Note 5: Cash Backed Reserve

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	121,149	3,634	55	0	0	0	0	124,783	121,204
Plant Reserve	454,017	13,620	206	290,178	0	(194,650)	0	563,165	454,223
Building Reserve	734,309	22,029	334	0	0	(565,000)	0	191,338	734,643
Town Development Reserve	1,528	46	1	0	0	0	0	1,574	1,529
Recreation Reserve	163,284	4,900	74	0	0	0	0	168,184	163,359
Heritage Reserve	6,091	183	3	300	0	0	0	6,574	6,094
Community Housing Reserve	169,135	5,074	77	20,000	0	(50,000)	0	144,209	169,212
Waste Management Reserve	122,753	3,683	56	0	0	(100,000)	0	26,436	122,809
Darkan Swimming Pool Reserve	49,219	1,477	22	5,000	0	0	0	55,696	49,241
Information Technology Reserve	66,549	1,996	30	3,000	0	(14,000)	0	57,545	66,580
Darkan Sport and Community Centre Reserve	325,422	9,763	148	30,000	0	0	0	365,185	325,570
Arthur River Country Club Renewal Reserve	40,150	1,205	18	6,000	0	0	0	47,355	40,168
Museum Reserve	128,701	3,861	58	0	0	(5,000)	0	127,562	128,759
Moodiarrup Sports Club Reserve	17,581	527	8	5,000	0	0	0	23,108	17,589
Landcare Reserve	32,989	990	15	0	0	(5,000)	0	28,979	33,004
Corporate Planning and Valuation Reserve	19,945	598	9	0	0	(16,000)	0	4,543	19,954
Kids Central Members Reserve	7,156	215	3	0	0	0	0	7,371	7,159
The Shed Reserve	12,824	385	6	0	0	0	0	13,209	12,830
Recreation Trails Reserve	1,218	36	1	0	0	0	0	1,254	1,218
Community Gym Reserve	12,003	360	5	1,000	0	(9,000)	0	4,363	12,009
Economic Development Reserve	113,847	3,415	52	0	0	(35,000)	0	82,262	113,899
Road Reserve	234,148	7,024	106	0	0	0	0	241,172	234,255
	2,834,020	85,021	1,288	360,478	0	(993,650)	0	2,285,869	2,835,308

Note: Reserve transfers are generally completed at year end unless funds are required sooner.

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2022

Item 6: Grants and Contributions	Grant Provider	Type	Opening Balance	Budget Operating	Capital	Revenue Current year	YTD Actual Revenue Carried Forward	(Expended)	Unspent Grant	
			(a)	(b)	(c)	(f)		(g)	(a)+(f)+(g)	Comment
General Purpose Funding				\$	\$	\$		\$	\$	
Grants Commission - General	WALGGC - General Purpose Grant	Operating	0	55,000	0	74,041	0	0	0	
Grants Commission - Roads	WALGGC - Local Roads Grant	Operating	0	80,000	0	62,126	0	0	0	
Law, Order and Public Safety										
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Services	Operating - Tied	0	49,844	0	24,922	0	(24,922)	0	
FESA Grant - Arthur River Fire Shed	Dept. of Fire & Emergency Services	Non-operating	0	0	3,649	3,649	0	(3,649)	0	
Purchase of generators		Non-operating	0	0	13,498	0	0	0	0	
Education and Welfare										
Covid-19 Youth Recovery Grants Program	Department of Communities	Operating - Tied	0	5,000	0	0	3,600	(3,600)	0	Youth grant carried forward to 22/23
	Dept. of Infrastructure, Transport, Regional									Received prior year recognised as a
Federal Road & Community Infrastructure - Phase 3	Development and Communications	Non-operating	0	0	476,544	0	332,207	(332,207)	0	liability until spent.
Federal Road & Community Infrastructure - Phase 3	Dept. of Infrastructure, Transport, Regional									
Operating grant	Development and Communications	Operating - Tied	0	214,000	0	0	16,664	(16,664)	0	
Other small grants - events		Non-operating		1,000	0	0	0	0	0	
Transport										
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	329,877	0	0	0	0	
RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	0	377,394	150,957	0	(129,207)	21,750	
Direct Grant	Main Roads - Direct Grant	Operating	0	144,256	0	147,359	0	0	0	
TOTALS			0	549,100	1,200,962	463,054	352,471	(510,249)	21,750	
SUMMARY										
Operating	Operating Grants, Subsidies and Contributions		0	279,256	0	283,526	0	0	0	
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	268,844	0	24,922	20,264	(45,186)	0	
Non-operating	Non-operating Grants, Subsidies and Contributions		0	1,000	1,200,962	154,606	332,207	(465,063)	21,750	
TOTALS			0	549,100	1,200,962	463,054	352,471	(510,249)	21,750	

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 December 2022

Note 7: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Variance	Comment
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget	
		\$	\$	\$	\$	\$	\$	\$	
Land and Buildings									
Law, Order and Public Safety									
Arthur River Fire Shed		0	(3,649)	(3,649)	0	(3,649)	(3,649)	0	Funded by ESI Capital Grant
Housing									
Renovations to existing joint venture community housing units		0	0	0	(4,640)	(50,000)	(54,640)	54,640	
Recreation And Culture									
Darkan Sports Precinct - Upgrade power		(550)	0	(550)		(90,000)	(90,000)	89,450	
Other Property & Services									
Staff housing improvements/renovations		0	0	0	(3,360)	(25,000)	(28,360)	28,360	
New staff house		0	0	0	(14,100)	(500,000)	(514,100)	514,100	
Office - Shire Depot		0	(18,286)	(18,286)	(4,000)	(40,000)	(44,000)	25,714	
Buildings Total		(550)	(21,935)	(22,485)	(26,100)	(708,649)	(734,749)	712,264	
Infrastructure									
Community Amenities									
Darkan Refuse Site		(691)	0	(691)	(20,000)	(100,000)	(120,000)	119,309	
Recreation And Culture									
Darkan Railway Reserve - redevelopment of play and youth area		(24,578)	(299,212)	(323,790)	(30,000)	(362,369)	(392,369)	68,579	
Lake Towerrinning - Access improvement		(5,457)	(36,691)	(42,148)	(5,000)	(70,000)	(75,000)	32,852	
Lake Towerrinning - Shade and landscaping		(5,788)	(14,678)	(20,466)	(8,000)	(12,287)	(20,287)	(179)	
Economic Development									
Potable water Infrastructure		(367)	(10,146)	(10,513)	0	(20,000)	(20,000)	9,487	
Infrastructure Total		(36,881)	(360,727)	(397,608)	(63,000)	(564,656)	(627,656)	230,048	
Plant , Equip. & Vehicles									
Transport									
Loader		0	0	0	0	(320,000)	(320,000)	320,000	
Water tanker		0	0	0	0	(70,000)	(70,000)	70,000	
Passenger Vehicles		0	(104,162)	(104,162)	0	(96,300)	(96,300)	(7,862)	
Mower		0	0	0	0	(40,000)	(40,000)	40,000	
Trailer		0	(82,791)	(82,791)	0	(82,400)	(82,400)	(391)	
Generators		0	0	0	0	(26,996)	(26,996)	26,996	
Plant, Equip & Vehicles Total		0	(186,953)	(186,953)	0	(635,696)	(635,696)	448,743	
Roads									
Regional Road Group									
Boyup Brook Arthur Road		(4,774)	0	(4,774)	(109,492)	(202,100)	(311,592)	306,818	
Darkan Williams Road		(178,117)	(10,920)	(189,037)	(219,068)	(35,431)	(254,499)	65,462	
Regional Road Group Total		(182,891)	(10,920)	(193,811)	(328,560)	(237,531)	(566,091)	372,280	
Roads to Recovery									
Trigwell Bridge Road		(2,105)	0	(2,105)	(154,094)	(62,871)	(216,965)	214,860	
Howie Road		(1,167)	0	(1,167)	(102,141)	(18,424)	(120,565)	119,398	
Roads to Recovery Total		(3,272)	0	(3,272)	(256,235)	(81,295)	(337,530)	334,258	
Shire Funded									
Dust Suppression		0	0	0	(12,600)	(7,000)	(19,600)	19,600	
To be determined		0	0	0	(115,000)	(45,000)	(160,000)	160,000	
Shire Funded Total		0	0	0	(127,600)	(52,000)	(179,600)	179,600	
Roads Total		(186,163)	(10,920)	(197,083)	(712,395)	(370,826)	(1,083,221)	886,138	
Capital Expenditure Total		(223,594)	(580,535)	(804,129)	(801,495)	(2,279,827)	(3,081,322)	2,277,193	

SHIRE OF WEST ARTHUR
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 January 2023

	Note	Annual Budget 2022/2023 \$	YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening Funding Surplus (Deficit)	2	1,481,341	1,481,341	1,481,231	(110)	(0%)	
Revenue from operating activities							
Grants		1,885,423	1,881,716	1,882,134	418	0%	
Operating Grants, Subsidies and Contributions	6	550,100	319,893	388,032	68,139	21%	▲
Fees and Charges		295,450	202,013	209,136	7,123	4%	
Interest Earnings		118,897	12,225	16,697	4,472	37%	
Other Revenue		68,353	11,927	19,638	7,711	65%	
Profit on Disposal of Assets		20,676	7,986	4,341	(3,645)		
		2,938,899	2,435,760	2,519,978	84,218		
Expenditure from operating activities							
Employee Costs		(1,996,848)	(1,356,560)	(1,302,825)	53,735	4%	
Less overhead and wage allocations			195,243	190,525	(4,718)		
Materials and Contracts		(1,131,500)	(684,429)	(715,796)	(31,367)	(5%)	
Less Depn and POC allocations			83,330	81,316	(2,014)		
Utility Charges		(90,405)	(52,736)	(53,039)	(303)	(1%)	
Depreciation on Non-Current Assets		(2,217,441)	(356,041)	(364,119)	(8,078)	(2%)	
Interest Expenses		(25,062)	(11,646)	(11,646)	0	0%	
Insurance Expenses		(117,423)	(117,423)	(116,509)	914	1%	
Other Expenditure		(48,000)	(12,750)	(9,297)	3,453	27%	
Loss on Disposal of Assets		(17,355)	0	0	0		
		(5,644,034)	(2,313,013)	(2,301,390)	11,623		
Operating activities excluded from budget							
Add back Depreciation		2,217,441	356,041	364,119	8,078	2%	
Adjust (Profit)/Loss on Asset Disposal		(3,321)	(7,986)	(4,341)	3,645	(46%)	
Adjust Provisions and Accruals		0	(38,807)	(38,807)	0	0%	
Amount attributable to operating activities		(491,015)	431,995	539,559	107,564		
Investing activities							
Grants, Subsidies and Contributions	6	1,200,962	585,000	580,069	(4,931)	(1%)	
Proceeds from Disposal of Assets		144,050	84,050	80,000	(4,050)	(5%)	
Land and Buildings	7	(734,749)	(30,000)	(28,485)	1,515	5%	
Infrastructure Assets - Roads	7	(1,083,221)	(229,988)	(236,796)	(6,808)	(3%)	
Infrastructure Assets - Other	7	(627,656)	(420,000)	(413,157)	6,843	2%	
Plant and Equipment	7	(635,696)	(178,700)	(186,953)	(8,253)	(5%)	
Furniture and Equipment	7	0	0	0	0		
Amount attributable to investing activities		(1,736,310)	(189,638)	(205,322)	(15,684)		
Financing Activities							
Proceeds from Self Supporting Loan - repayments		29,031	14,396	14,396	0	0%	
Transfer from Reserves	5	993,650	0	0	0		
Repayment of Debentures		(101,198)	(50,031)	(50,031)	0	0%	
Proceeds from new borrowings		270,000	270,000	270,000	0		
Transfer to Reserves	5	(445,499)	(1,300)	(1,289)	11	1%	
Amount attributable to financing activities		745,984	233,065	233,076	11		
Closing Funding Surplus (Deficit)	2	0	1,956,763	2,048,544	91,781	5%	

indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
refer to Note 1 for an explanation of the reasons for the variance.

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

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2023

Note 1: Explanation of Material Variances

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

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

Operating Grants, Subsidies and Contributions

46,541 WALGGC - General Purpose Grant additional received	Permanent variance
22,126 WALGGC - Local Roads Grant additional received	Permanent variance

Employee Costs

53,735 Employee costs are below budget.	Timing variance
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Materials and Contracts

41,360 There are several non reportable timing variances.

(72,727) Plant operation costs are above budget ytd.

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2023

Note 2: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	Current
	Note	30 June 2022	31 Jan 2023
		\$	\$
Current Assets			
Cash Unrestricted	3	1,331,333	1,831,679
Cash Restricted - reserves	5	2,834,020	2,835,309
Cash Restricted - unspent grants		512,197	87,883
Receivables - Rates	4	131,031	265,728
Receivables - Other	4	174,351	119,405
Inventories		17,256	17,256
		5,000,188	5,157,260
Less: Current Liabilities			
Payables		(172,740)	(185,523)
Unspent grants, contributions and reimbursements 21/22		(512,197)	(87,495)
Unspent grants, contributions and reimbursements current 22/23		0	(388)
		(684,937)	(273,406)
Less: Cash Reserves	5	(2,834,020)	(2,835,309)
Net Current Funding Position		1,481,231	2,048,545

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2023

Note 3: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	148,956			148,956	NAB	0.01%	At Call
Municipal Bank - Bendigo	24,505			24,505	Bendigo	0.01%	At Call
Municipal Cash Maximiser	60,000			60,000	NAB	0.95%	At Call
Trust Bank Account			1,865	1,865	NAB	0.01%	At Call
Trust Cash Maximiser			5,269	5,269	NAB	0.95%	At Call
Reserve Cash Maximiser		180		180	NAB	0.95%	At Call
Bendigo Reserve		538		538	Bendigo	0.80%	At Call
(b) Term Deposits							
Municipal term deposit	800,000			800,000	BOQ	3.45%	13/02/2023
Municipal term deposit	300,000			300,000	NAB	3.30%	21/03/2023
Municipal term deposit	300,000			300,000	NAB	4.00%	18/04/2023
Bendigo term deposit	286,000			286,000	Bendigo	4.05%	28/04/2023
Trust term deposit			65,000	65,000	NAB	3.64%	17/02/2023
Reserve term deposit		1,214,591		1,214,591	BOQ	3.45%	13/02/2023
Reserve term deposit		1,620,000		1,620,000	Bendigo	3.30%	13/02/2023
Total	1,919,461	2,835,309	72,134	4,826,904			

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2023

Note 4: Receivables

Receivables - Rates Receivable	31 Jan 2023	30 June 2022	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Years	200,216	237,534	Receivables - General	83,358	4,193	1,664	30,190	119,405
Levied this year (incl rubbish & ESL)	1,989,821	1,876,228						
Less Collections to date	(1,855,124)	(1,919,009)	Balance per Trial Balance					
Equals Current Outstanding	334,913	194,753	Sundry Debtors					0
Add paid in advance	0	5,463	Receivables - Other					0
Net Rates Collectable	334,913	200,216	Total Receivables General Outstanding					119,405
% Collected	84.71%	90.79%						
Less Recognised as doubtful	(69,185)	(69,185)						

Amounts shown above include GST (where applicable)

90+ day amount includes funding including \$26,497 LRCI to be received when annual report/acquittal finalised and accepted.

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2023

Note 5: Cash Backed Reserve

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	121,149	3,634	55	0	0	0	0	124,783	121,204
Plant Reserve	454,017	13,620	207	290,178	0	(194,650)	0	563,165	454,223
Building Reserve	734,309	22,029	334	0	0	(565,000)	0	191,338	734,643
Town Development Reserve	1,528	46	1	0	0	0	0	1,574	1,529
Recreation Reserve	163,284	4,900	74	0	0	0	0	168,184	163,359
Heritage Reserve	6,091	183	3	300	0	0	0	6,574	6,094
Community Housing Reserve	169,135	5,074	77	20,000	0	(50,000)	0	144,209	169,212
Waste Management Reserve	122,753	3,683	56	0	0	(100,000)	0	26,436	122,809
Darkan Swimming Pool Reserve	49,219	1,477	22	5,000	0	0	0	55,696	49,241
Information Technology Reserve	66,549	1,996	30	3,000	0	(14,000)	0	57,545	66,580
Darkan Sport and Community Centre Reserve	325,422	9,763	148	30,000	0	0	0	365,185	325,570
Arthur River Country Club Renewal Reserve	40,150	1,205	18	6,000	0	0	0	47,355	40,168
Museum Reserve	128,701	3,861	59	0	0	(5,000)	0	127,562	128,760
Moodiarrup Sports Club Reserve	17,581	527	8	5,000	0	0	0	23,108	17,589
Landcare Reserve	32,989	990	15	0	0	(5,000)	0	28,979	33,004
Corporate Planning and Valuation Reserve	19,945	598	9	0	0	(16,000)	0	4,543	19,954
Kids Central Members Reserve	7,156	215	3	0	0	0	0	7,371	7,159
The Shed Reserve	12,824	385	6	0	0	0	0	13,209	12,830
Recreation Trails Reserve	1,218	36	1	0	0	0	0	1,254	1,218
Community Gym Reserve	12,003	360	5	1,000	0	(9,000)	0	4,363	12,009
Economic Development Reserve	113,847	3,415	52	0	0	(35,000)	0	82,262	113,899
Road Reserve	234,148	7,024	106	0	0	0	0	241,172	234,255
	2,834,020	85,021	1,289	360,478	0	(993,650)	0	2,285,869	2,835,309

Note: Reserve transfers are generally completed at year end unless funds are required sooner.

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2023

Item 6: Grants and Contributions	Grant Provider	Type	Opening Balance	Budget Operating	Capital	Revenue Current year	YTD Actual Revenue Carried Forward	(Expended)	Unspent Grant	
			(a)	(b)	(c)	(f)		(g)	(a)+(f)+(g)	Comment
General Purpose Funding				\$	\$	\$		\$	\$	
Grants Commission - General	WALGGC - General Purpose Grant	Operating	0	55,000	0	74,041	0	0	0	
Grants Commission - Roads	WALGGC - Local Roads Grant	Operating	0	80,000	0	62,126	0	0	0	
Law, Order and Public Safety										
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Services	Operating - Tied	0	49,844	0	37,383	0	(36,995)	388	
FESA Grant - Arthur River Fire Shed	Dept. of Fire & Emergency Services	Non-operating	0	0	3,649	3,649	0	(3,649)	0	
Purchase of generators		Non-operating	0	0	13,498	0	0	0	0	
Education and Welfare										
Covid-19 Youth Recovery Grants Program	Department of Communities	Operating - Tied	0	5,000	0	0	4,964	(4,964)	0	Youth grant carried forward to 22/23
	Dept. of Infrastructure, Transport, Regional									Received prior year recognised as a
Federal Road & Community Infrastructure - Phase 3	Development and Communications	Non-operating	0	0	476,544	0	357,597	(357,597)	0	liability until spent.
Federal Road & Community Infrastructure - Phase 3	Dept. of Infrastructure, Transport, Regional									
Operating grant	Development and Communications	Operating - Tied	0	214,000	0	0	62,141	(62,141)	0	
Other small grants - events		Non-operating	0	1,000	0	0	0	0	0	
Transport										
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	329,877	0	0	0	0	
RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	0	377,394	218,823	0	(154,852)	63,971	
Direct Grant	Main Roads - Direct Grant	Operating	0	144,256	0	147,359	0	0	0	
TOTALS			0	549,100	1,200,962	543,381	424,702	(620,198)	64,359	
SUMMARY										
Operating	Operating Grants, Subsidies and Contributions		0	279,256	0	283,526	0	0	0	
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	268,844	0	37,383	67,105	(104,100)	388	
Non-operating	Non-operating Grants, Subsidies and Contributions		0	1,000	1,200,962	222,472	357,597	(516,098)	63,971	
TOTALS			0	549,100	1,200,962	543,381	424,702	(620,198)	64,359	

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 January 2023

Note 7: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Variance	Comment
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget	Total YTD to Budget	
		\$	\$	\$	\$	\$	\$	\$	
Land and Buildings									
Law, Order and Public Safety									
Arthur River Fire Shed		0	(3,649)	(3,649)	0	(3,649)	(3,649)		0 Funded by ESI Capital Grant
Housing									
Renovations to existing joint venture community housing units		0	0	0	(4,640)	(50,000)	(54,640)	54,640	
Recreation And Culture									
Darkan Sports Precinct - Upgrade power		(550)	(6,000)	(6,550)		(90,000)	(90,000)	83,450	
Other Property & Services									
Staff housing improvements/renovations		0	0	0	(3,360)	(25,000)	(28,360)	28,360	
New staff house		0	0	0	(14,100)	(500,000)	(514,100)	514,100	
Office - Shire Depot		0	(18,286)	(18,286)	(4,000)	(40,000)	(44,000)	25,714	
Buildings Total		(550)	(27,935)	(28,485)	(26,100)	(708,649)	(734,749)	706,264	
Infrastructure									
Community Amenities									
Darkan Refuse Site		(692)	0	(692)	(20,000)	(100,000)	(120,000)	119,308	
Recreation And Culture									
Darkan Railway Reserve - redevelopment of play and youth area		(24,700)	(306,228)	(330,928)	(30,000)	(362,369)	(392,369)	61,441	
Lake Towerrinning - Access improvement		(13,758)	(36,691)	(50,449)	(5,000)	(70,000)	(75,000)	24,551	
Lake Towerrinning - Shade and landscaping		(5,788)	(14,678)	(20,466)	(8,000)	(12,287)	(20,287)	(179)	
Economic Development									
Potable water Infrastructure		(476)	(10,145)	(10,621)	0	(20,000)	(20,000)	9,379	
Infrastructure Total		(45,414)	(367,742)	(413,156)	(63,000)	(564,656)	(627,656)	214,500	
Plant , Equip. & Vehicles									
Transport									
Loader		0	0	0	0	(320,000)	(320,000)	320,000	
Water tanker		0	0	0	0	(70,000)	(70,000)	70,000	
Passenger Vehicles		0	(104,162)	(104,162)	0	(96,300)	(96,300)	(7,862)	
Mower		0	0	0	0	(40,000)	(40,000)	40,000	
Trailer		0	(82,791)	(82,791)	0	(82,400)	(82,400)	(391)	
Generators		0	0	0	0	(26,996)	(26,996)	26,996	
Plant, Equip & Vehicles Total		0	(186,953)	(186,953)	0	(635,696)	(635,696)	448,743	
Roads									
Regional Road Group									
Boyup Brook Arthur Road		(6,931)	0	(6,931)	(109,492)	(202,100)	(311,592)	304,661	
Darkan Williams Road		(214,427)	(10,920)	(225,347)	(219,068)	(35,431)	(254,499)	29,152	
Regional Road Group Total		(221,358)	(10,920)	(232,278)	(328,560)	(237,531)	(566,091)	333,813	
Roads to Recovery									
Trigwell Bridge Road		(3,352)	0	(3,352)	(154,094)	(62,871)	(216,965)	213,613	
Howie Road		(1,167)	0	(1,167)	(102,141)	(18,424)	(120,565)	119,398	
Roads to Recovery Total		(4,519)	0	(4,519)	(256,235)	(81,295)	(337,530)	333,011	
Shire Funded									
Dust Suppression		0	0	0	(12,600)	(7,000)	(19,600)	19,600	
To be determined		0	0	0	(115,000)	(45,000)	(160,000)	160,000	
Shire Funded Total		0	0	0	(127,600)	(52,000)	(179,600)	179,600	
Roads Total		(225,877)	(10,920)	(236,797)	(712,395)	(370,826)	(1,083,221)	846,424	
Capital Expenditure Total		(271,841)	(593,550)	(865,391)	(801,495)	(2,279,827)	(3,081,322)	2,215,931	

12.3 BUDGET AMENDMENT - PLANT ACQUISITION 2022-23

File Reference:	L15
Location:	N/A
Applicant:	N/A
Author:	Gary Rasmussen, Manager Works and Services
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	27/01/2023
Disclosure of Interest:	Nil
Attachments:	Nil

SUMMARY:

Council is requested to consider approving a budget amendment as a result of a:

- \$69,800 saving achieved from the acquisition of a new Loader (GL Account E167829). \$35,450 of this saving is to be put towards the purchase of a new Water Tanker (GL Account E167829) and the remaining balance (\$34,350) is to be transferred to the Plant Reserve.
- \$11,000 saving achieved from the acquisition of a new lawn mower (GL Account E167831). The saving is to be transferred to the Plant Reserve.

BACKGROUND:

Council adopted the budget for 2022-23 at the 16 August 2022 Ordinary Council Meeting. Budgeted and actual figures for the purchase and trade in of a Loader and Water Tanker are shown below:

	Item Description	Budget	Actual	Saving/(Shortfall)
1.	New Loader	\$320,000	\$326,700	(\$6,700)
	Trade In	(\$50,000)	(\$126,500)	\$76,500
	Net Cost	\$270,000	\$200,200	\$69,800
2.	Water Tanker	\$70,000	\$100,450	(\$30,450)
	Trade In	(\$5,000)		(\$5,000)
	Net Cost	\$65,000	\$100,450	(\$35,450)

COMMENT:

The new Loader was to be funded by a new loan from WATC (WA Treasury Corporation) of \$270,000 and the Water Tanker from the Plant Reserve. Officers estimated at budget time that the Water Tanker would cost \$70,000, but the actual quote is \$100,450. The Shire had an option of re-budgeting in 2023-24 or using the saving achieved from the New Loader transaction to purchase a Water Tanker.

There will be a further saving from the acquisition of the new lawn mower. Officers estimated at budget time that it would cost the Shire \$35,000 (\$40,000-\$5,000). The quote to acquire the Lawn Mower is \$24,000. The saving (\$11,000) achieved from this plant acquisition will be transferred back to the Plant Reserve.

CONSULTATION:

CEO
Manager Corporate Services

STATUTORY ENVIRONMENT:

Local Government Act 1995

Section 6.8 Expenditure from municipal fund not included in annual budget.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

There will be savings in acquiring new plant items of \$80,800 (\$69,800+\$11,000), of which \$45,350 will be transferred to Plant Reserve during 2022-23.

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Leadership and Management

Outcome: Establish and maintain sound business and governance structures

Strategy: Comply with regulations and best practice standards to drive good decision making by Council and Staff

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Not completing the current works programme because the loader is out of action
Risk Likelihood (based on history and with existing controls)	High (16)
Risk Consequence	Likely (4)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Major (4)
Principal Risk Theme	Business Disruption
Risk Action Plan (Controls or Treatment Proposed)	Carry out the necessary repairs to the item of plant

VOTING REQUIREMENTS:

Absolute Majority

RESOLUTION CO-2023-010

Moved: Cr Adam Squires

Seconded: Cr Neil Manuel

That Council

1. approve \$69,800 from savings achieved on the acquisition of a new Loader (GL Account E167829), of which \$35,450 will be transferred to the purchase of a Water Tanker (GL Account E167829) and the remaining balance (\$34,350) will be transferred to the Plant Reserve.
2. approve a budget amendment of \$11,000 from savings achieved in acquiring a new lawn mower (GL Account E167831), this sum to be transferred to the Plant Reserve.

CARRIED BY ABSOLUTE MAJORITY

13 WORKS AND SERVICES

Nil

14 REGULATORY SERVICES**14.1 REVIEW OF TOWN PLANNING DELEGATION**

File Reference:	ADM041
Location:	N/A
Applicant:	N/A
Author:	Geoffrey Lush, Planning Consultant
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	15/02/2023
Disclosure of Interest:	Nil
Attachments:	1. Town Planning Delegation

SUMMARY:

Council is requested to consider updating the existing Town Planning delegation as presented.

BACKGROUND:

The Author recommended to the CEO that the current Town Planning delegation to the CEO be reviewed to ensure that it is up to date with policy and regulatory requirements.

The decision-making powers which have been delegated are those relating to the decisions under Local Planning Scheme No 2 and the Planning and Development (Local Planning Schemes) Regulations 2015. These generally relate to administrative functions and the exercise of discretion for Permitted (P) uses under the Scheme in accordance with Council policies.

The revised delegation schedule is contained in Attachment 1 and generally reflects the previous delegation provisions relating to:

- Applications for Development Approval – requesting further information, determining the land use class, advertising, approving Permitted (P) uses etc.
- Heritage Places - approval of minor inconsequential development applications.
- Subdivision Applications – providing comments to the Western Australian Planning Commission.
- Subdivision Clearances - making a recommendation to the Planning Commission relating to the “clearance” of a subdivision condition and endorsement of a Diagram of Survey.

The proposed conditions (limitations) on the exercise of the delegation are:

- 1) Any refusal to give planning approval must be determined by Council.
- 2) In approving any proposal, the CEO must be satisfied that the application complies with the objectives and provisions of the Scheme and any applicable Local Planning Policy.
- 3) An application may only be approved when no objections have been received to an application from any advertising or referral of the application.
- 4) If it is considered that an application for the operation of a Home Occupation or Home Business might generate significant concern or could impact on the amenity of the locality, the application will be referred to the Council for determination.

- 5) Any application to modify/reduce the development standards and setbacks in the Scheme (other than in accordance with the R Codes) shall be referred to Council.
- 6) In approving any minor or inconsequential development application for a heritage site, the CEO shall be satisfied that:
 - There is no substantial impact from the proposal; and
 - It is consistent with the heritage values of the site.

COMMENT:

The delegation of certain decision-making powers will expedite the processing of development applications, subdivision applications and associated administrative functions, to the benefit of ratepayers, the general public and the land development industry.

CONSULTATION:

Nil

STATUTORY ENVIRONMENT:

Section 5.42(a) of the *Local Government Act 1995* (LG Act) states that a local government may delegate to the Chief Executive Officer (CEO) the exercise of any of its powers or the discharge of any of its duties under the LG Act, other than those referred to in section 5.43.

Clause 82 of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides for the Council to delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under Local Planning Scheme No.2 (LPS2).

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct

- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Not complying with legislative requirements for decision-making of Council
Risk Likelihood (based on history and with existing controls)	Possible (3)
Risk Consequence	Moderate (3)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Medium (9)
Principal Risk Theme	Compliance Failure
Risk Action Plan (Controls or Treatment Proposed)	Ensure compliance with regulations and policies

VOTING REQUIREMENTS:

Absolute Majority

RESOLUTION CO-2023-011

Moved: Cr Graeme Peirce

Seconded: Cr Karen Harrington

That Council, pursuant to Section 5.42(a) of the Local Government Act 1995 and Clause 82 of the Planning and Development (Local Planning Schemes) Regulations 2015, delegate to the CEO the powers and functions relating to town planning as contained in Attachment 1.

CARRIED BY ABSOLUTE MAJORITY

Statutory Power being Delegated:	<ul style="list-style-type: none"> • Shire of West Arthur Local Planning Scheme No. 2 – (LPS2) • Local Government Act 1995 • Section 5.42(b) Planning and Development Act section 214(2), (3) or (5) • Planning and Development (Local Planning Schemes) Regulations 2015
Power Delegated to:	Chief Executive Officer
Council's Conditions on Delegation:	<ol style="list-style-type: none"> 1) Any refusal to give planning approval must be determined by Council. 2) In approving any proposal, the CEO must be satisfied that the application complies with the objectives and provisions of the Scheme and any applicable Local Planning Policy. 3) An application may only be approved when no objections have been received to an application from any advertising or referral of the application. 4) If it is considered that an application for the operation of a Home Occupation or Home Business might generate significant concern or could impact on the amenity of the locality, the application will be referred to the Council for determination. 5) Any application to modify/reduce the development standards and setbacks in the Scheme (other than in accordance with the R Codes) shall be referred to Council. 6) In approving any minor or inconsequential development application a heritage site, the CEO shall be satisfied that: <ul style="list-style-type: none"> • There is no substantial impact from the proposal; and • It is consistent with the heritage values of the site.
Statutory Power to Sub-Delegate:	None
Record Keeping s5.46(3)	In accordance with r19 Local Government (Administration) Regulations 1996
Compliance Links	<ul style="list-style-type: none"> • Local Government Act 1995 • Shire of West Arthur LPS No. 2 • Planning and Development Act 2005 • Planning and Development Local Planning Schemes) Regulations 2015
Function Delegated:	Applications for Development Approval <ul style="list-style-type: none"> • Determining if a proposal does not require approval in accordance with Clause 61 of the Deemed Provisions. • Determining the land use class and definition of the application. • Determining the application fee. • Determining the acceptability of the material accompanying an application under Clause 63.

	<ul style="list-style-type: none"> • Directing advertising of any application in accordance with Clause 65. This includes "D" applications where it is considered that there is an issue of concern. • Requesting the applicant to provide further information or material under Clause 65A that the Shire reasonably requires to determine the application. • Referring the application for Development Approval to any other statutory, public or planning authority for comments under Clause 66 of the Deemed Provisions and extend the referral period. • The granting of Development Approval with or without conditions under LPS2 to development for the purpose of a use of land mentioned in the Zoning Table of LPS2 and designated "P". • Issuing a Notice of Determination in accordance with Clause 70. • Endorsing, approving any plan or document (or modification) as required by a condition of Development Approval. <p>Heritage Places</p> <ul style="list-style-type: none"> • The approval of minor inconsequential development applications on designated heritage sites. <p>Subdivision Applications</p> <ul style="list-style-type: none"> • Pursuant to s142 of the Planning and Development Act 2005, provide comment to the Western Australian Planning Commission (WAPC) on matters associated with subdivision applications, proposed development plans (or similar) and licence applications. <p>Subdivision Clearances</p> <ul style="list-style-type: none"> • Pursuant to s145 of the Planning and Development Act 2005 making a recommendation to the Commission relating to the "clearance" of a subdivision condition and endorsement of a Diagram of Survey.
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At 7.57pm, Cr Karen Harrington left the meeting.

14.2 SERVICE STATION UPGRADE

File Reference:	A4
Author:	Geoffrey Lush, Planning Consultant
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	15/02/2023
Disclosure of Interest:	Nil
Location:	9881 Coalfields Hwy, Darkan
Applicant:	West 9 Pty Ltd
Owner:	West 9 Pty Ltd
Proposal:	Upgrade the existing fuel system
Attachments:	1. Site and Development Plans 2. Pylon Sign

SUMMARY:

Council is requested to consider an application to upgrade the existing fuel system at the Darkan Roadhouse by installing new Diesel above ground tank and fuel dispensers.

BACKGROUND:

The subject land is Lots 5 and 6 DP2560 Coalfields Highway which has a total area of 2,024sqm. The site has historically been used as a service station / roadhouse.

The application consists of:

- Replacing the existing fuel pumps with modern high-flow pumps;
- Installing a new 60,000L diesel above ground tank with concrete slab base and new fuel lines;
- Rebranding the existing fuel canopy and new shop external signage; and
- Upgrading the existing site identification sign pole with new branding and price board.

The service station will only be selling diesel from the above-ground tank. The existing shop and auxiliary areas are to remain the same.

The proposed development plans are contained in Attachment 1. The new diesel tank will be located at the side of the existing building with underground lines to the bowzers at the front of the building. The tank will be setback 20m from the front boundary and 8m from the side boundary.

The plan for the replacement of the pylon sign is contained in Attachment 2. The sign will be 2.5m high and 1.8m wide being on a single 4m high pylon.

COMMENT:

The continued use of the service station and associated shop is considered to be a positive development for the townsite, residents and travellers.

The boundary between the two lots passes through the existing building which would normally need the land to be amalgamated. However, there are no obvious structural changes, and the current situation has occurred for many years.

As there are no building extensions and the application is replacing the previous bowzers, there is no intensification of the development or land use. The application is consistent with the zone

objectives and is considered appropriate having regard to the relevant provisions in Clause 67 of the Deemed Provisions and Clause 5.15.2(b) of the Scheme.

CONSULTATION:

- Department of Mines, Industry Regulation and Safety has confirmed that a 60KL diesel tank is below a licence quantity and it doesn't require a license or approval from the Department.
- The application has been advertised and no objections have been received.

STATUTORY ENVIRONMENT:Bushfire Prone Land

The subject land is not designated as being bushfire prone and the Local Planning Scheme Regulations and BCA construction provisions do not apply to the proposal.

Local Planning Scheme No 2

The subject land is included in the Commercial zone and the objectives for the zone are:

- to ensure the established town centre in Darkan remains the principal place for retail, commercial, civic, and administrative functions in the district.
- to allow for limited commercial development in townsites away from Darkan, to provide services to the local community.
- to ensure development will not adversely affect local amenities and will enhance the character of townsites in the district.
- to provide for the efficient and safe movement of pedestrians and vehicles (including trucks, buses, and caravans).
- to provide sufficient parking spaces for cars, caravans, and buses, without compromising pedestrian movements.
- to provide an increased level of public amenities including public toilets, shaded areas, and street furniture.
- to provide for expansion of commercial activity and community facilities to meet future demands.

A 'service station' is an (A) in the Scheme which requires the application to be advertised. All site requirements in the Commercial zone are at the discretion of the local government.

In considering any application, the Council is to have general regard to the matters contained in Clause 67 of the Deemed Provisions. For applications in the Commercial zone the Council is to have specific regard to the matters contained in Clause 5.15.2(b) of the Scheme being:

- i. the colour and texture of external building materials; the local government may require the building facade and side walls to a building depth of 3m to be constructed in masonry;
- ii. building size, height, bulk, roof pitch;
- iii. setback and location of the building on its lot;
- iv. architectural style and design details of the building;
- v. function of the building;
- vi. relationship to surrounding development;
- vii. access to loading and unloading of vehicles; and
- viii. other characteristics considered by the local government to be relevant.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Local Economy - Stable and sustainable agricultural industry and a dynamic and growing business sector

Outcome: Existing businesses develop and grow

Theme: Built Environment – well maintained roads and infrastructure which reflects our identity

Outcome: Appropriate planning and development

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)

Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Failure to satisfactorily assess development applications to ensure compliance with legislation and strategies of the local government
Risk Likelihood (based on history and with existing controls)	Rare (1)
Risk Consequence	Major (4)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Low (4)
Principal Risk Theme	Compliance Failure
Risk Action Plan (Controls or Treatment Proposed)	Ensure compliance with conditions of approval and other applicable Regulations

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION CO-2023-012

Moved: Cr Adam Squires

Seconded: Cr Robyn Lubcke

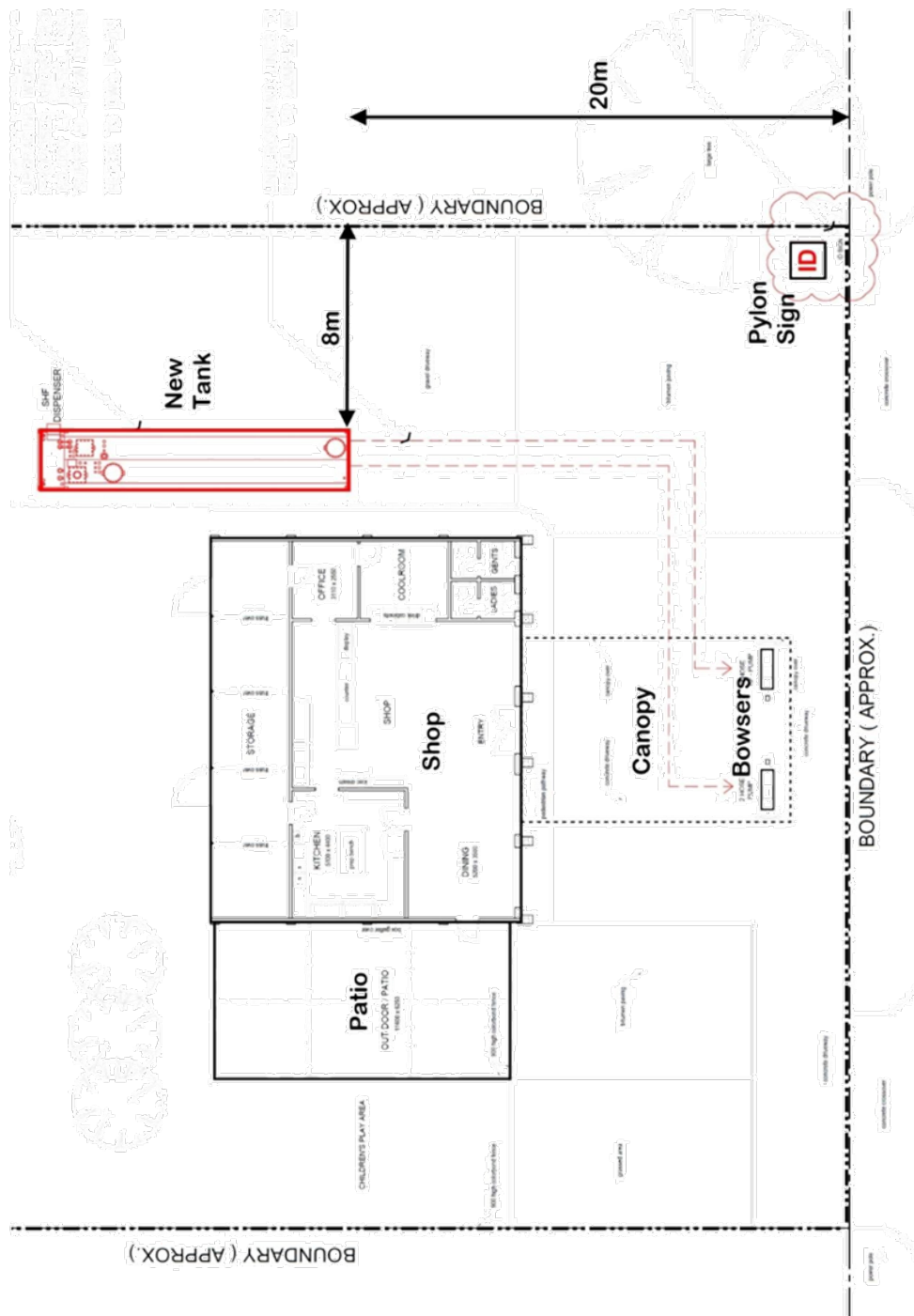
That Council approve the redevelopment of Lots 5 and 6 DP2560 Coalfields Highway, Darkan for a “service station” with ancillary convenience goods subject to the following conditions:

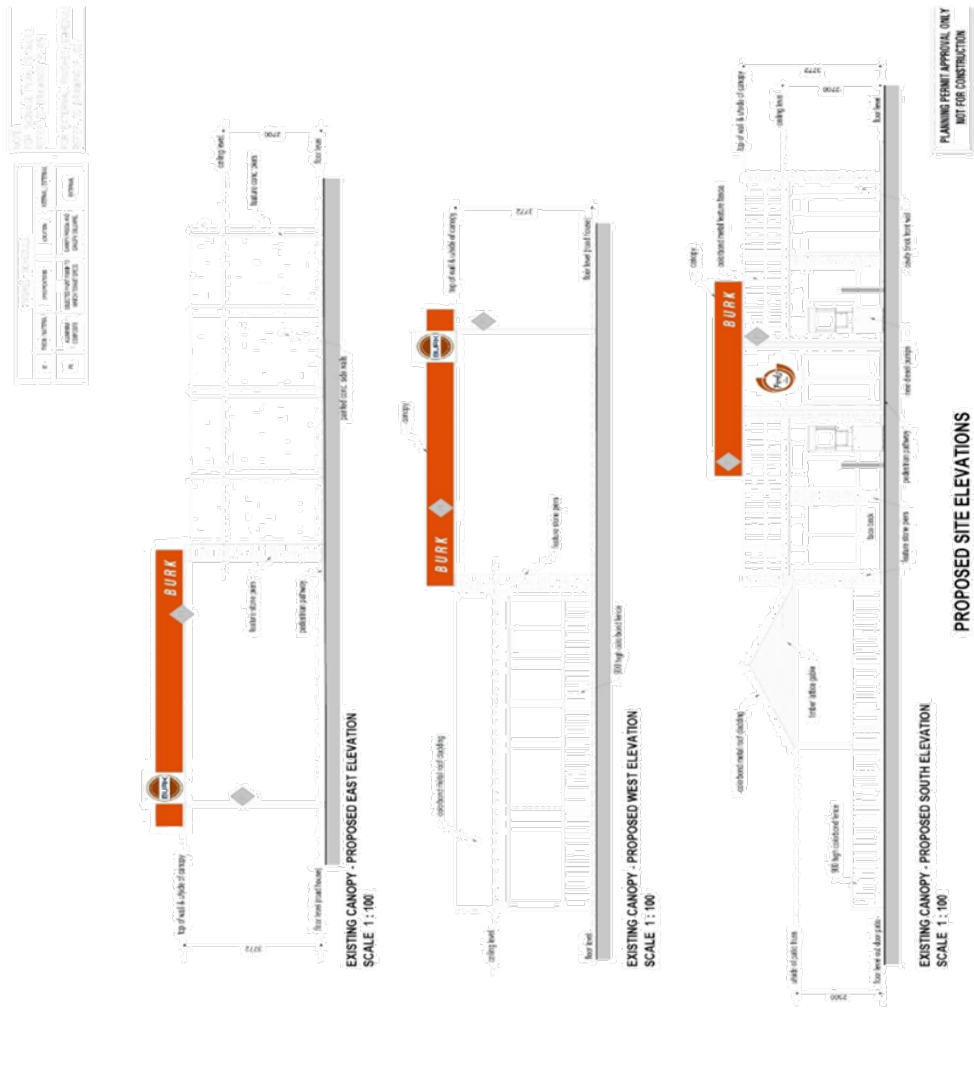
- 1 The development hereby approved shall occur in accordance with the plans submitted with the application and these shall not be altered or modified without the prior written approval of the Council.
- 2 Any use, additions to and further intensification of any part of the building or land (not the subject of this consent) shall be subject to a further development application and consent for that use.
- 3 No polluted drainage shall be discharged beyond the boundaries of the land from which it emanates or into watercourse or easement drain but shall be so treated and/or absorbed on that lot to the satisfaction of the Environmental Health Officer.
- 4 Lighting shall be installed to pathways and car parking areas, be designed in accordance with the Australian Standards for the Control of Obtrusive Effects of Outdoor Lighting (AS4282) and shall be internally directed to not overspill into nearby lots. All floodlights shall be oriented and hooded to eliminate disturbance to occupants on the surrounding properties.
- 5 The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise.
- 6 This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Council, is granted by it in writing.

CARRIED

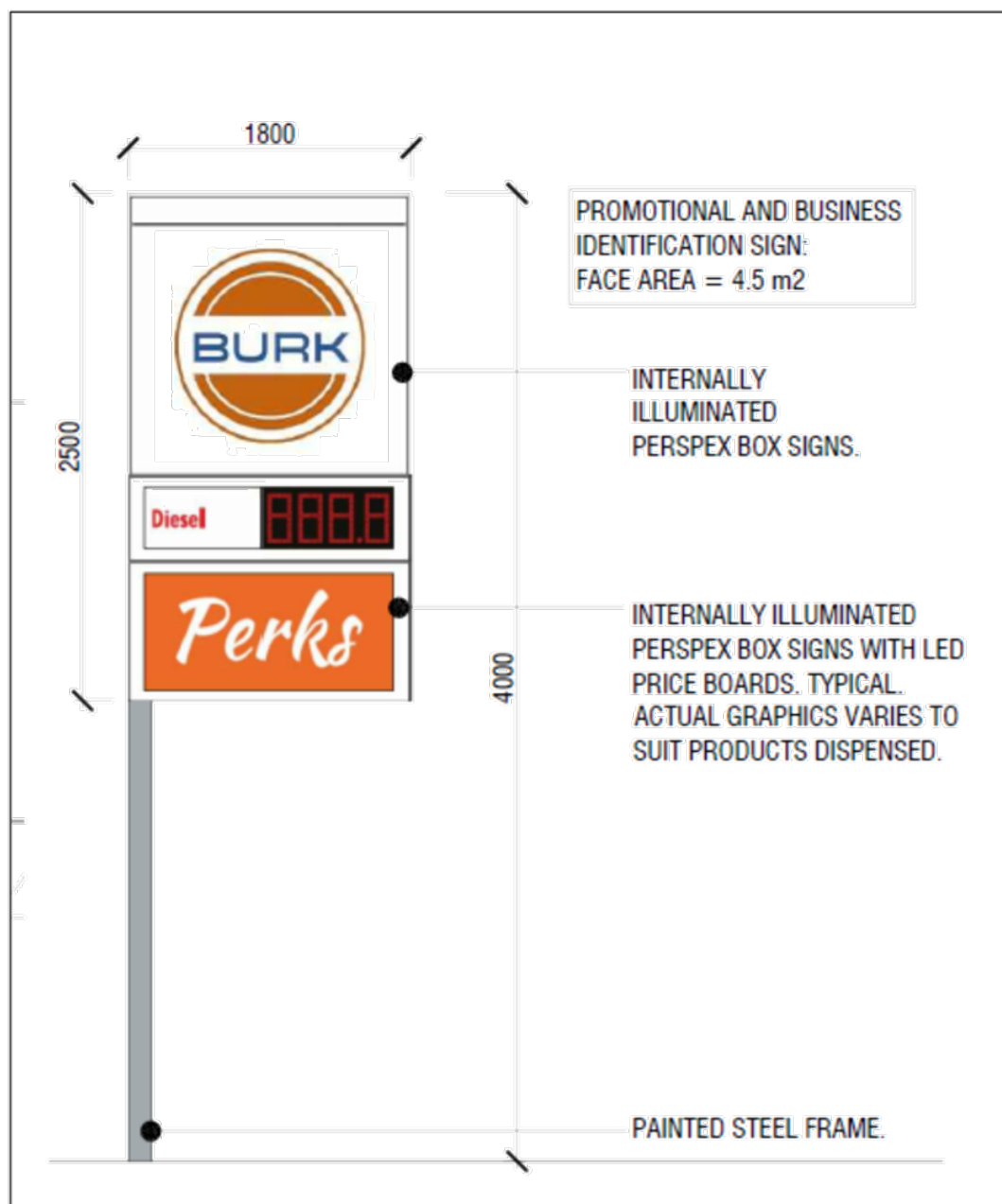
At 7.59pm, Cr Karen Harrington returned to the meeting.

Attachment 1 Site and Development Plans





Attachment 2 Pylon Sign



14.3 LOT 100 TRIGWELL ROAD

File Reference:	A431
Author:	Geoffrey Lush, Planning Consultant
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	15/02/2023
Disclosure of Interest:	Nil
Location:	Lot 100 On Deposited Plan 67430, Trigwell Road, Trigwell
Applicant:	N/A
Owner:	N/A
Proposal:	Revised Conservation Covenant
Attachments:	1. Site Plan

SUMMARY:

Council is requested to consider the implications of a revised Conservation Covenant and current bushfire management requirements.

BACKGROUND:

In 2009 an application was made to the Western Australian Planning Commission (Ref 139944) to subdivide Lot 50 Trigwell Road into two lots. The subject land is located on the corner of Trigwell Road and Boyup Brook Arthur Road and it had an area of 1097 hectares.

The proposed subdivision created a new lot having an area of 272 hectares being a bushland lot which would be subject to a conservation covenant. The subdivision was approved by the Planning Commission with the new lot created as Lot 100 as shown in Attachment 1.

Council considered the application at its Meeting in August 2009 and advised the Planning Commission that it supported the application subject to:

- The building envelope being moved to be 100m distance from the bushland area;
- Preparation of a fire management plan; and
- Suitable arrangement being made to ensure that prospective purchasers are made aware of the fire management plan and conservation covenant.

The survey plan was eventually endorsed with the “building envelope” being located approximately 40m from the conservation area.

In January this year the National Trust approached Council as it was seeking to revise the conservation covenant over the land. Landgate had advised the Trust that the Council’s agreement was required to do this.

The revised conservation covenant showed a revised building envelope which had been included in the original 2009 Fire Management Plan. This had been moved because of the Trust’s concern that the original envelope impinged on native vegetation and potentially rare orchids.

Landgate has since advised that the Council’s agreement is no longer required for the revised conservation covenant. It is also understood that the property has recently been sold to a third party.

COMMENT:

This application reflects a long standing and current issue with bushland lots that have been approved based on having a conservation covenant. There have been multiple instances where a suitable house site has not been included or assessed, potentially leading to future dwellings being located in areas with an extreme bushfire hazard.

With the introduction of State Planning Policy SPP3.7 Planning in Bushfire Prone Areas and the associated Guidelines for Planning in Bushfire Prone Areas in 2015, there are more stringent bushfire management measures in place including:

- Statutory provisions in the Planning and Development (Local Planning Schemes) Regulations 2015; and
- Bushfire construction provisions in the National Construction Code.

The 2009 Fire Management Plan prepared for the subdivision is outdated and does not reflect the current bushfire provisions. No Bushfire Attack Level (BAL) Assessment has been conducted for the site.

In discussions with the National Trust it was highlighted that the revised conservation covenant did not provide for any fire management measures including access to the building envelope or the provision of boundary firebreaks. The Trust has since advised that:

- The National Trust acknowledges that the Fire Management Plan was prepared in 2009 and no longer conforms with the bushfire policy guidelines and Regulations and that a new dwelling is required to be setback from the bushland so that it has a Bushfire Attack Level (BAL) rating of BAL-29 or less. The National Trust also acknowledges that the Shire is the authority on this. The buyer, Mr Scott McEwing is aware that a BAL Assessment must be prepared for a new dwelling which is then required to be constructed in accordance with the bushfire provisions in the National Construction Code.
- I have updated the restrictive covenant to specifically include access ways (see attached restrictive covenant, specifically clause 2(b)(i)). This allows for the access to the building envelope which will be determined at a later date when the owner undertakes a BAL assessment.
- The restrictive covenant does have allowance for boundary firebreaks and the fire access tracks and this is covered by clause 2 (b)(i) which lists firebreaks and (ii) in that actions are allowed for if required by law (i.e. Shire's authority relating to the firebreak notice and building requirements) as well as clause 3 (c)(i) where actions can be undertaken for reasonable fire protection. The landholder would not be in breach of Section 2 of the restrictive covenant if/when the Shire requires fire protection measures to be undertaken. The National Trust just asks that the Shire takes into consideration the conservation values of the covenanted land when requiring the landholder to undertake fire protection works where reasonable through a firebreak notice variation for the landholder if deemed necessary.

CONSULTATION:

National Trust

STATUTORY ENVIRONMENT:

Bushfire Prone Land

All of the subject land is designated as being bushfire prone and any proposed development of a dwelling on the site requires that a Bushfire Attack Level (BAL) Assessment be undertaken.

Part 10A of the Deemed Provisions stipulate that where a development site has a BAL – 40/FZ rating then despite anything in the Planning Scheme a planning approval is required for the dwelling.

The Planning Application is to include a Bushfire Management Plan and demonstrate compliance with the Bushfire Protection Criteria. A key issue for any application is examining whether vegetation can be removed in order to a maximum BAL – 29 rating.

Local Planning Scheme No 2

The subject land is included in the Rural zone which has a minimum development setback of 10m from a side boundary.

POLICY IMPLICATIONS:

The creation of bushland lots has strategic and potential public safety issues as they need to adequately demonstrate that there is provision for a future dwelling site.

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Community – Safe, Friendly and Inclusive

Outcome: A safe place to work, live and visit

Strategy: Communications of risks and hazards to the community and assistance with management of these

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Failure of development not complying with requirements, resulting in loss of life or property
Risk Likelihood (based on history and with existing controls)	Possible (3) Bushfires occur regularly in the district and pose a threat to life and property.
Risk Consequence	Catastrophic (5) If the event results in the loss of life.
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	High (15)
Principal Risk Theme	Compliance Failure
Risk Action Plan (Controls or Treatment Proposed)	Ensure compliance with conditions of approval and other applicable Regulations

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION CO-2023-013

Moved: Cr Graeme Peirce

Seconded: Cr Neil Manuel

- 1 That the new owner of Lot 100 Trigwell Road be advised that, despite the updated conservation covenant, the existing fire management plan is outdated. Any proposed development of a dwelling will require a Bushfire Attack Level (BAL) Assessment and updating of the fire management plan to meet the current provisions of the Guidelines for Planning in Bushfire Prone Areas.
- 2 That the issue of subdividing and developing bushland lots be considered in the review of the Local Planning Scheme and Local Planning Strategy.

CARRIED

Attachment 1 Site Plan



15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

16 NEW OR URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING**16.1 MOTION TO ACCEPT LATE ITEM****RESOLUTION CO-2023-014**

Moved: Cr Robyn Lubcke

Seconded: Cr Graeme Peirce

That Council accepts the late item 17.2 Industrial Subdivision – Lot 9001 Growden Place, Darkan.

CARRIED

17 MATTERS BEHIND CLOSED DOORS**RESOLUTION CO-2023-015**

Moved: Cr Robyn Lubcke

Seconded: Cr Adam Squires

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 5.23(2) of the Local Government Act 1995:

17.1 CEO Annual Performance Review

This matter is considered to be confidential under Section 5.23(2) - (a) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter affecting an employee or employees.

17.2 Industrial Subdivision - Lot 9001 Growden Place, Darkan

This matter is considered to be confidential under Section 5.23(2) - (c) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

CARRIED

Cr Manuel left the meeting for a comfort break at 8.02pm.

Cr Manuel returned to the meeting at 8.03pm.

Staff left the meeting at 8.05pm.

17.1 CEO ANNUAL PERFORMANCE REVIEW

File Reference:	PER220
Location:	N/A
Applicant:	N/A
Author:	Vin Fordham Lamont, Chief Executive Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	5/01/2023
Disclosure of Interest:	The Author is the subject of this review.
Attachments:	1. Consultant's Report of the CEO's Performance Review - Confidential 2. CEO's Current Employment Contract - Confidential

RESOLUTION CO-2023-016

Moved: Cr Karen Harrington

Seconded: Cr Robyn Lubcke

That Council, by Absolute Majority:

1. That Council Notes the Salaries and Allowances Tribunal Determination of 7 April 2022 (effective 1st of July 2022).
2. Notes the outcomes of the Elected Member Performance Survey undertaken in October 2022 with the Chief Executive Officer being assessed at 'Exceeds Expectations' in this year's performance appraisal.
3. Adopts the performance criteria metrics for the 2022-2023 performance period outlined in section 5.5 of this confidential report.
4. Notes that the Superannuation Guarantee Levy has increased from 10% to 10.5%, effective 1st July 2022.
5. Adopt option 5 outlined in section 4.5 of the report in setting the Chief Executive Officer's total remuneration package (TRP), along with an increase of \$500 p.a. to the Utilities Allowance to finalise the salary review process.
6. Approves, as a minimum, a variation to the Chief Executive Officer Contract to ensure:
 - a. Clauses 1, 2 and 11 are consistent with the Local Government Act 1995 and the Local Government (Administration) Amendment Regulations 2021 (CEO Standards); and
 - b. Expressed terms are detailed as to the Shire's superannuation co-contribution.
7. Schedules the next review of the Chief Executive Officers performance and total remuneration package (TRP) for consideration by Council no later than November-December 2023.
8. Comply, as per Division 3 of the Local Government (Administration) Regulations Schedule 2 clause 18, by resolution of an absolute majority of the council, endorse this review.
9. Comply, as per Division 3 of the Local Government (Administration) Regulations Schedule 2 clause 19, by notifying the Chief Executive Officer of results of this performance review.

CARRIED BY ABSOLUTE MAJORITY

Staff returned to the meeting at 8.17pm.

17.2 INDUSTRIAL SUBDIVISION - LOT 9001 GROWDEN PLACE, DARKAN

File Reference:	ADM079
Location:	Lot 9001 Growden Place, Darkan
Applicant:	N/A
Author:	Vin Fordham Lamont, Chief Executive Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	13/02/2023
Disclosure of Interest:	Nil
Attachments:	1. Letter of Intent from Proponent 2. Quote from Valuer 3. Quote from Legal Firm 4. Quote from Surveyor 5. Sketch of Portion of Lot to be Excised

RESOLUTION CO-2023-017

Moved: Cr Adam Squires

Seconded: Cr Graeme Peirce

That Council, in-principle:

1. Endorse the subdivision of Lot 9001 on Deposited Plan 409160 to excise the western-most 6,000m² portion as shown on the attached sketch;
2. Approves the advertising of the proposed disposal of the 6,000m² portion of Lot 9001, pursuant to section 3.58 of the *Local Government Act 1995*.

CARRIED BY ABSOLUTE MAJORITY

RESOLUTION CO-2023-018

Moved: Cr Adam Squires

Seconded: Cr Robyn Lubcke

That Council moves out of Closed Council into Open Council.

CARRIED

18 CLOSURE OF MEETING

The Presiding Member declared the Meeting closed at 8.25pm.