



## AGENDA

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# ORDINARY MEETING OF COUNCIL

---

25 MARCH 2025



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## SHIRE OF WAGIN

### NOTICE OF MEETING

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Dear President and Councillors,

The Ordinary Meeting of Council will be held

ON: Tuesday, 25 March 2025  
WHERE: Council Chambers, Shire Office  
AT: 7:00pm

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Dr Kenneth Parker  
CHIEF EXECUTIVE OFFICER

## DISCLAIMER

No responsibility is implied or accepted by the Shire of Wagin for any act, omission or statement or intimation occurring during Council or committee meetings.

The Shire of Wagin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

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In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Wagin during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Wagin

The Shire of Wagin advises that anyone who has any application lodged with the Shire of Wagin shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wagin in respect of the application.

**Dr Kenneth Parker**  
CHIEF EXECUTIVE OFFICER

## **Community Strategic Vision**

Wagin is a community where individuals, families and businesses can invest and prosper, preserving the safe, affordable and inclusive country lifestyle and ensuring that Wagin is a place people like to live in and visit.

## **Council's Mission and Philosophy**

The Shire of Wagin is a focussed Local Government providing progressive and innovative leadership that builds a sustainable future while supporting a vibrant, healthy and caring community.

## **Council's Guiding Values**

- Governance and Leadership
- Honesty and Integrity
- Innovation and Creativity
- Community Focused
- Environmentally Aware

*Shire of Wagin Strategic Community Plan 2020 - 2030*





## SHIRE OF WAGIN

Agenda for the Ordinary Council Meeting to be held in the Council Chambers, Wagin on Tuesday 25 March 2025 commencing at 7pm.

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## **Notice to meeting attendees**

*This meeting is being audio recorded in accordance with Council Policy. If you are asking a public question or making a statement or deputation to the meeting this will be audio recorded. Members of the public are reminded that no other visual or audio recording of this meeting by any other means is allowed.*

### **1 OFFICIAL OPENING**

#### **1.1 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**

### **2 PUBLIC QUESTION TIME**

*Shire of Wagin Standing Orders Local Law 2001, Clause 3.3 Public Question Time*

*(1) A member of the public who raises a question during question time is to state his or her name and address.*

*(2) A question may be taken on notice by the Council or committee for later response.*

*(3) When a question is taken on notice under sub-clause (2) a response is to be given to the member of the public in writing by the CEO, and a copy is to be included in the agenda of the next meeting of the Council or committee as the case requires.*

#### **2.1 RESPONSES TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

#### **2.2 PUBLIC QUESTIONS**

### **3 APPLICATION FOR LEAVE OF ABSENCE**

### **4 PETITIONS AND DEPUTATIONS**

### **5 DISCLOSURE OF INTERESTS**



## **6 CONFIRMATION OF PREVIOUS MEETING MINUTES**

### **6.1 MINUTES FROM THE ORDINARY MEETING OF COUNCIL 25 FEBRUARY 2025**

#### **OFFICER RECOMMENDATION**

**That:**

- 1. The Unconfirmed Minutes of the Ordinary Meeting of Council held on Tuesday 25 February 2025 be confirmed.**
- 2. The Council NOTES that due to an error, that the meeting held on Tuesday, 25 February 2025 was not audio recorded**

### **6.2 MINUTES FROM THE AUDIT COMMITTEE MEETING 18 MARCH 2025**

#### **OFFICER RECOMMENDATION**

**That Council:**

- 1. RECEIVES the Unconfirmed Minutes of the Audit Committee Meeting held on Tuesday 18 February 2025.**
- 2. ADOPTS the Committee recommendation to:**
  - a. APPROVES the 2024 Compliance Audit Return for the period 1 January 2024 to 31 December 2024, as shown in Attachment 1.**
  - b. AUTHORISES the Shire President and Chief Executive Officer to certify the Compliance Audit Return**
  - c. AUTHORISES the certified Compliance Audit Return being submitted to the Department of Local Government, Sport and Cultural Industries.**

## **7 ANNOUNCEMENTS OF THE PRESIDENT**





## 8 REPORTS TO COUNCIL

### 8.1 CHIEF EXECUTIVE OFFICER

#### 8.1.1 MONTHLY FINANCIAL REPORT – FEBRUARY 2025

AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	FM.FI.1
ATTACHMENTS:	Monthly Financial Report

#### OFFICER RECOMMENDATION

**That Council RECEIVE the Financial Report for the period ending 28 February 2025 as presented.**

#### BRIEF SUMMARY

The February 2025 Monthly Financial Report is attached.

#### BACKGROUND/COMMENT

In accordance with the *Local Government (Financial Management) Regulations 1996* Regulation 34, a local government is to prepare a monthly statement of Financial Activity for presentation to Council.

The monthly financial report has been compiled to present the financial information in a format compliant with the Model Financial Reporting templates developed by the Department of Local Government, Sport and Cultural Industries, and to ensure compliance with the Accounting Standards and Financial Regulations.

Under the regulations we are only required to present the Statement of Financial Activity by Nature, however we have chosen to include it by Program as well.

The Shire of Wagin started 2024/25 in a strong financial position with 80% of 2024/25 Financial Assistance Grants paid on 30 June 2024, forming a major part of the carried forward balance from 2023/24.

The closing surplus as of 28 February 2025 is \$1,779,430.

Total rates outstanding at the end of February 2025 were \$323,532. Payments to 28 February 2025 were \$3,057,118, which equates to 90.4% of net rates collected. Those ratepayers who have not paid in full, chosen to pay by instalments, or entered a payment arrangement are being followed up in accordance with Council Policy F.14 - Rate Recovery.

The Shire has a total of \$5,426,396 invested in interest bearing accounts which are currently earning interest of 4.13% on Treasury OCDF (\$1,849,933), 4.34% on Treasury Reserve Term Deposit (\$3,353,780), 3.5% on CBA Municipal Account (\$161,581) and 0.6% on CBA Reserve Account (\$61,101).

## **CONSULTATION/COMMUNICATION**

Nil

## **STATUTORY/LEGAL IMPLICATIONS**

Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1996.

## **POLICY IMPLICATIONS<sup>7</sup>**

Nil

## **FINANCIAL IMPLICATIONS<sup>4</sup>**

All expenditure has been approved via adoption of the 2024/25 Annual Budget or resulting from a Council approved budget amendment.

## **STRATEGIC IMPLICATIONS**

Nil

## **VOTING REQUIREMENTS**

Simple Majority



## **SHIRE OF WAGIN**

### **MONTHLY FINANCIAL REPORT**

**(Containing the required statement of financial activity and statement of financial position)  
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

***LOCAL GOVERNMENT ACT 1995***

***LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996***

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**SHIRE OF WAGIN**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

	Supplementary Information	30 June 2025 \$	28 February 2025 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	5,626,702	5,427,127
Trade and other receivables	7	207,506	401,196
Other financial assets	8	24,507	12,355
Inventories	8	49,128	49,128
Contract assets	8	25,534	25,534
Other assets	8	57,291	0
<b>TOTAL CURRENT ASSETS</b>		<b>5,990,667</b>	<b>5,915,339</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables		98,109	98,109
Other financial assets		173,164	173,164
Property, plant and equipment		19,736,958	19,272,643
Infrastructure		130,377,486	130,255,373
<b>TOTAL NON-CURRENT ASSETS</b>		<b>150,385,716</b>	<b>149,799,289</b>
<b>TOTAL ASSETS</b>		<b>156,376,384</b>	<b>155,714,628</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	9	159,637	324,160
Other liabilities	12	113,142	404,128
Borrowings	11	72,505	29,628
Employee related provisions	12	550,278	550,278
<b>TOTAL CURRENT LIABILITIES</b>		<b>895,562</b>	<b>1,308,195</b>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	11	322,250	322,250
Employee related provisions		76,186	76,186
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>398,436</b>	<b>398,436</b>
<b>TOTAL LIABILITIES</b>		<b>1,293,999</b>	<b>1,706,631</b>
<b>NET ASSETS</b>		<b>155,082,385</b>	<b>154,007,997</b>
<b>EQUITY</b>			
Retained surplus		32,179,661	31,018,722
Reserve accounts	4	3,328,331	3,414,881
Revaluation surplus		119,574,394	119,574,394
<b>TOTAL EQUITY</b>		<b>155,082,385</b>	<b>154,007,997</b>

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



1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

**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 in accordance with the *Local Government Act 1995* 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.

*Local Government (Financial Management) Regulations 1996*, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

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.

**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 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 of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

**SIGNIFICANT ACCOUNTING POLICES**

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 31 January 2024

**SHIRE OF WAGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

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

	Adopted Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 28 February 2025
<b>Current assets</b>			
Cash and cash equivalents	3,272,420	5,626,702	5,427,127
Financial assets at amortised cost	22,560	0	0
Rates receivables	0	65,719	244,879
Receivables	143,235	141,787	156,317
Other current assets	63,263	156,459	87,016
	3,501,478	5,990,667	5,915,339
<b>Less: Current liabilities</b>			
Payables	(203,523)	(159,637)	(324,160)
Borrowings	0	(72,505)	(29,628)
Contract liabilities	(58,605)	(113,142)	(404,128)
Provisions	(494,156)	(550,278)	(550,278)
	(756,284)	(895,562)	(1,308,195)
Net Current Assets	2,745,194	5,095,105	4,607,144
<b>Less: Total adjustments to net current assets</b>	(c) (2,745,194)	(2,724,884)	(2,827,714)
<b>Closing funding surplus / (deficit)</b>	<b>0</b>	<b>2,370,221</b>	<b>1,779,430</b>

**(b) Non-cash amounts excluded from operating activities**

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

Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>			
	\$	\$	\$
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	(10,589)	(7,056)	(31,623)
Less: Movement in liabilities associated with restricted cash	0	0	14,446
Movement in employee benefit provisions	28,068	0	0
Add: Loss on asset disposals	10,846	0	8,000
Add: Depreciation on assets	3,399,260	2,266,168	2,249,591
<b>Total non-cash items excluded from operating activities</b>	<b>3,427,585</b>	<b>2,259,112</b>	<b>2,240,414</b>

**(c) Current assets and liabilities excluded from budgeted deficiency**

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation*

32 to agree to the surplus/(deficit) after imposition of general rates.

	Adopted Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 28 February 2025
<b>Adjustments to net current assets</b>			
Less: Reserves - restricted cash	(3,234,677)	(3,328,331)	(3,414,881)
Less: - Financial assets at amortised cost - self supporting loans	(21,164)	(24,507)	(12,355)
Less: Rates Receivable	(42,115)	0	0
Add: Borrowings	58,605	72,505	29,628
Add: Provisions employee related provisions	494,157	555,448	569,894
<b>Total adjustments to net current assets</b>	<b>(2,745,194)</b>	<b>(2,724,884)</b>	<b>(2,827,714)</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

**SHIRE OF WAGIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**BY NATURE**

	Ref	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance \$	Variance % ((c) - (b))/(b)	Var.
	Note	(a)		(b)	(c)	(c) - (b)		
		\$	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>								
<b>Revenue from operating activities</b>								
General Rates		2,691,930	2,691,930	2,691,930	2,690,996	(934)	(0.03%)	
Rates (excluding general rate)		15,944	15,944	15,944	15,944	0	0.00%	
Grants, subsidies and contributions		1,237,505	1,237,505	814,388	885,642	71,254	8.75%	▲
Fees and charges		746,240	746,240	621,972	597,129	(24,843)	(3.99%)	▼
Interest Revenue		231,134	231,134	133,386	160,237	26,851	20.13%	▲
Other revenue		417,818	417,818	325,441	344,823	19,382	5.96%	
Profit on asset disposals		10,589	10,589	7,056	31,623	24,567	348.17%	▲
		<b>5,351,160</b>	<b>5,351,160</b>	<b>4,610,117</b>	<b>4,726,395</b>	<b>116,278</b>	<b>2.52%</b>	
<b>Expenditure from operating activities</b>								
Employee costs		(2,972,646)	(2,972,646)	(2,058,801)	(1,986,574)	72,227	3.51%	▲
Materials and contracts		(1,940,738)	(1,940,738)	(1,345,245)	(1,459,761)	(114,516)	(8.51%)	▼
Utility charges		(377,647)	(377,647)	(249,101)	(220,414)	28,687	11.52%	▲
Depreciation		(3,399,260)	(3,399,260)	(2,266,168)	(2,249,591)	16,577	0.73%	
Finance Costs		(21,934)	(21,934)	(14,737)	(12,876)	1,861	12.63%	
Insurance		(211,714)	(211,714)	(198,555)	(214,704)	(16,149)	(8.13%)	
Other expenditure		(200,947)	(200,947)	(133,774)	(74,500)	59,274	44.31%	▲
Loss on asset disposals		(10,846)	(10,846)	0	(8,000)	(8,000)	0.00%	
		<b>(9,135,732)</b>	<b>(9,135,732)</b>	<b>(6,266,381)</b>	<b>(6,226,421)</b>	<b>39,960</b>	<b>(0.64%)</b>	
Non-cash amounts excluded from operating activities	(b)	3,427,585	3,427,585	2,259,112	2,240,414	(18,698)	(0.83%)	
<b>Amount attributable to operating activities</b>		<b>(356,987)</b>	<b>(356,987)</b>	<b>602,848</b>	<b>740,388</b>	<b>137,541</b>	<b>22.82%</b>	
<b>INVESTING ACTIVITIES</b>								
<b>Inflows from investing activities</b>								
Proceeds from capital grants, subsidies and contributions		1,735,797	1,735,797	778,753	425,637	(353,116)	(45.34%)	▼
Proceeds from disposal of assets		112,000	134,200	134,200	177,655	43,455	32.38%	▲
Proceeds from financial assets at amortised cost - self supporting loans		24,507	24,507	12,253	12,152	(101)	(0.82%)	
		<b>1,872,304</b>	<b>1,894,504</b>	<b>925,206</b>	<b>615,444</b>	<b>(309,762)</b>	<b>(33.48%)</b>	
<b>Outflows from investing activities</b>								
Payments for property, plant and equipment		(1,013,302)	(1,018,272)	(828,932)	(632,618)	196,314	23.68%	▲
Payments for construction of infrastructure		(2,125,109)	(2,146,619)	(1,799,035)	(1,184,578)	614,457	34.15%	▲
		<b>(3,138,411)</b>	<b>(3,164,891)</b>	<b>(2,627,967)</b>	<b>(1,817,196)</b>	<b>810,771</b>	<b>(30.85%)</b>	
<b>Amount attributable to investing activities</b>		<b>(1,266,107)</b>	<b>(1,270,387)</b>	<b>(1,702,761)</b>	<b>(1,201,752)</b>	<b>501,009</b>	<b>(29.42%)</b>	
<b>FINANCING ACTIVITIES</b>								
<b>Inflows from financing activities</b>								
Transfer from reserves		46,500	46,500	0	0	0	0.00%	
		<b>46,500</b>	<b>46,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	
<b>Outflows from financing activities</b>								
Repayment of borrowings		(72,505)	(72,505)	(43,285)	(42,877)	408	0.94%	
Transfer to reserves		(692,228)	(709,458)	(709,458)	(86,551)	622,907	87.80%	▲
		<b>(764,733)</b>	<b>(781,963)</b>	<b>(752,743)</b>	<b>(129,427)</b>	<b>623,315</b>	<b>82.81%</b>	
<b>Amount attributable to financing activities</b>		<b>(718,233)</b>	<b>(735,463)</b>	<b>(752,743)</b>	<b>(129,427)</b>	<b>623,315</b>	<b>(82.81%)</b>	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>								
<b>Surplus or deficit at the start of the financial year</b>		<b>2,341,327</b>	<b>2,370,221</b>	<b>2,370,221</b>	<b>2,370,221</b>	<b>0</b>	<b>0.00%</b>	
Amount attributable to operating activities		(356,987)	(356,987)	602,848	740,388	137,541	22.82%	
Amount attributable to investing activities		(1,266,107)	(1,270,387)	(1,702,761)	(1,201,752)	501,009	(29.42%)	
Amount attributable to financing activities		(718,233)	(735,463)	(752,743)	(129,427)	623,315	(82.81%)	
<b>Surplus or deficit after imposition of general rates</b>	(a)	<b>(0)</b>	<b>7,384</b>	<b>517,565</b>	<b>1,779,430</b>	<b>1,261,865</b>	<b>(243.81%)</b>	

**KEY INFORMATION**

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

Refer to Note 3 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 WAGIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**BY PROGRAM**  
**BY PROGRAM**

	Note	Adopted Annual Budget	Amended Annual Budget (d)	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼
		\$	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>								
<b>Revenue from operating activities</b>								
Governance		5,000	5,000	3,328	4,620	1,292	38.83%	▲
General Purpose Funding - Rates	6	2,691,930	2,691,930	2,691,930	2,690,996	(934)	(0.03%)	▼
General Purpose Funding - Other		677,186	677,186	438,755	506,149	67,394	15.36%	▲
Law, Order and Public Safety		96,364	96,364	73,894	55,213	(18,681)	(25.28%)	▼
Health		7,834	7,834	4,544	3,564	(980)	(21.57%)	▼
Education and Welfare		750,434	750,434	474,640	523,244	48,604	10.24%	▲
Community Amenities		408,670	408,670	387,810	395,587	7,777	2.01%	▲
Recreation and Culture		120,082	120,082	80,239	72,804	(7,435)	(9.27%)	▼
Transport		248,734	248,734	225,057	242,857	17,800	7.91%	▲
Economic Services		197,154	197,154	131,424	124,715	(6,709)	(5.10%)	▼
Other Property and Services		147,772	147,772	98,496	106,646	8,150	8.27%	▲
		<b>5,351,160</b>	<b>5,351,160</b>	<b>4,610,117</b>	<b>4,726,395</b>			
<b>Expenditure from operating activities</b>								
Governance		(487,839)	(487,839)	(374,982)	(340,429)	34,553	9.21%	▲
General Purpose Funding		(388,158)	(388,158)	(269,716)	(299,218)	(29,502)	(10.94%)	▼
Law, Order and Public Safety		(435,629)	(435,629)	(304,173)	(373,074)	(68,901)	(22.65%)	▼
Health		(187,354)	(187,354)	(117,375)	(135,420)	(18,045)	(15.37%)	▼
Education and Welfare		(802,745)	(802,745)	(556,744)	(573,414)	(16,670)	(2.99%)	▼
Community Amenities		(692,713)	(692,713)	(462,228)	(448,532)	13,696	2.96%	▲
Recreation and Culture		(2,226,424)	(2,229,849)	(1,537,136)	(1,416,468)	120,668	7.85%	▲
Transport		(2,799,641)	(2,799,641)	(1,857,575)	(1,928,887)	(71,312)	(3.84%)	▼
Economic Services		(523,860)	(523,860)	(353,492)	(309,584)	43,908	12.42%	▲
Other Property and Services		(591,369)	(587,944)	(432,960)	(401,394)	31,566	7.29%	▲
		<b>(9,135,732)</b>	<b>(9,135,732)</b>	<b>(6,266,381)</b>	<b>(6,226,421)</b>			
Non-cash amounts excluded from operating activities	(b)	3,427,585	3,427,585	2,259,112	2,240,414	(18,698)	(0.83%)	
<b>Amount attributable to operating activities</b>		<b>(356,987)</b>	<b>(356,987)</b>	<b>602,848</b>	<b>740,388</b>	137,541	22.82%	
<b>INVESTING ACTIVITIES</b>								
<b>Inflows from investing activities</b>								
Proceeds from capital grants, subsidies and contributions		1,735,797	1,735,797	778,753	425,637	(353,116)	(45.34%)	▼
Proceeds from disposal of assets		112,000	134,200	134,200	177,655	43,455	32.38%	▲
Proceeds from financial assets at amortised cost - self supporting loans		24,507	24,507	12,253	12,152	(101)	(0.82%)	▼
		<b>1,872,304</b>	<b>1,894,504</b>	<b>925,206</b>	<b>615,444</b>	(309,762)	(13.79%)	
<b>Outflows from investing activities</b>								
Payments for financial assets at amortised cost - self supporting loans		0	0	0	0	0	0.00%	
Payments for property, plant and equipment	5	(1,013,302)	(1,018,272)	(828,932)	(632,618)	196,314	23.68%	▲
Payments for construction of infrastructure		(2,125,109)	(2,146,619)	(1,799,035)	(1,184,578)	614,457	34.15%	▲
		<b>(3,138,411)</b>	<b>(3,164,891)</b>	<b>(2,627,967)</b>	<b>(1,817,196)</b>	810,771	57.84%	
Non-cash amounts excluded from investing activities	2(b)	0	0	0	0	0	0.00%	
<b>Amount attributable to investing activities</b>		<b>(1,266,107)</b>	<b>(1,270,387)</b>	<b>(1,702,761)</b>	<b>(1,201,752)</b>	501,009	34.03%	
<b>FINANCING ACTIVITIES</b>								
<b>Inflows from financing activities</b>								
Proceeds from new loans		0	0	0	0	0		
Transfer from Reserves		46,500	46,500	0	0	0		
		<b>46,500</b>	<b>46,500</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Outflows from financing activities</b>								
Repayment of borrowings		(72,505)	(72,505)	(43,285)	(42,877)	408	0.94%	▲
Transfer to Reserves		(692,228)	(709,458)	(709,458)	(86,551)	622,907	87.80%	▲
		<b>(764,733)</b>	<b>(781,963)</b>	<b>(752,743)</b>	<b>(129,427)</b>	623,315		
<b>Amount attributable to financing activities</b>		<b>(718,233)</b>	<b>(735,463)</b>	<b>(752,743)</b>	<b>(129,427)</b>	623,315		
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>								
<b>Surplus or deficit at the start of the financial year</b>		<b>2,341,327</b>	<b>2,370,221</b>	<b>2,370,221</b>	<b>2,370,221</b>			
Amount attributable to operating activities		(356,987)	(356,987)	602,848	740,388			
Amount attributable to investing activities		(1,266,107)	(1,270,387)	(1,702,761)	(1,201,752)			
Amount attributable to financing activities		(718,233)	(735,463)	(752,743)	(129,427)			
<b>Surplus or deficit after imposition of general rates</b>	1	<b>(0)</b>	<b>7,384</b>	<b>517,565</b>	<b>1,779,430</b>			

**KEY INFORMATION**

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

Refer to Note 3 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2023/24 year is \$20,000

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



**SHIRE OF WAGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**3 EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2024-25 year is \$20,000

Explanation of variances			
Nature or type	Var. \$	Timing	Permanent
Revenue from operating activities			
Grants, subsidies and contributions	71,254	▲ Timing of Grant Income	
Fees and charges	(24,843)	▼ Under budget on various items including Rate Legal Charges (\$5K), Water Sales (\$19K), Swimming Pool Admission (\$4K)	
Interest Revenue	26,851	▲	Over YTD budget on Penalty Interest (\$6K), Reserve Interest (\$12K) and Funds on Call Interest (\$6K)
Profit on asset disposals	24,567	▲	Sale proceeds on plant above budget.
Expenditure from operating activities			
Employee costs	72,227	▲ Under budget on various items including Admin Salaries (49K), Staff Training (24K), Conferences & Training (3K), Street Trees (6K)	
Materials and contracts	(114,516)	▼ Over YTD budget on various items including Computer Support (35K), Audit Fees (13K). Legal Expenses (\$4K), RAMM Database (\$4K), Aust Day Event (\$7K)	Over YTD budget on St Lukes Medical (\$11K), Wedgecarrup Fire (\$14K)
Utility charges	28,687	▲ Under budget on Standpipe water supply (\$13K), Timing of utility invoices	
Other expenditure	59,274	▲ Under budget on various items including Councillor Payments (\$13K), Townscape (\$20K), Landcare (\$17K), Historic Village Subsidy (\$8K)	
Investing activities			
Proceeds from capital grants, subsidies and contributions	(353,116)	▼ Timing of grant funding payments	
Proceeds from disposal of assets	43,455	▲	Sale proceeds on plant above budget, Sale of Lot 218 (2) Victor St & Lot 219 (5) Vernal St
Payments for property, plant and equipment	196,314	▲ Timing of projects as detailed in 'Capital Acq Details' sheet	
Payments for construction of infrastructure	614,457	▲ Timing of projects as detailed in 'Capital Acq Details' sheet	
Financing activities			
Transfer to reserves	622,907	▲ Transfers to Reserves on hold due to uncertainty around required cash flow related to Wedgecarrup Fire	

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**

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**SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**1 KEY INFORMATION**

**Funding surplus / (deficit) Components**

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2,341,327	\$2,370,221	\$2,370,221	\$0
Closing	\$0	\$517,565	\$1,779,430	\$1,261,865

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$5,427,127	% of total
Unrestricted Cash	\$2,012,245	37.1%
Restricted Cash	\$3,414,881	62.9%

Refer to Note 3 - Cash and Financial Assets

Payables		
	\$564,521	% Outstanding
Trade Payables	\$240,361	
0 to 30 Days		99.7%
Over 30 Days		0.3%
Over 90 Days		0%

Refer to Note 9 - Payables

Receivables		
	\$156,317	% Collected
Rates Receivable	\$323,532	90.4%
Trade Receivable	\$156,317	% Outstanding
Over 30 Days		34.1%
Over 90 Days		29%

Refer to Note 7 - Receivables

**Key Operating Activities**

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$356,987)	\$602,848	\$740,388	\$137,541

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$2,706,941	% Variance
YTD Budget	\$2,707,874	(0.0%)

Refer to Statement of Financial Activity

Operating Grants and Contributions		
YTD Actual	\$885,642	% Variance
YTD Budget	\$814,388	8.7%

Refer to Note 13 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$597,129	% Variance
YTD Budget	\$621,972	(4.0%)

Refer to Statement of Financial Activity

**Key Investing Activities**

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1,266,107)	(\$1,702,761)	(\$1,201,752)	\$501,009

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$177,655	%
Adopted Budget	\$134,200	132.4%

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$1,817,196	% Spent
Adopted Budget	\$3,138,411	57.9%

Refer to Note 5 - Capital Acquisitions

Capital Grants		
YTD Actual	\$425,637	% Received
Adopted Budget	\$1,735,797	24.5%

Refer to Note 5 - Capital Acquisitions

**Key Financing Activities**

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$718,233)	(\$752,743)	(\$129,427)	\$623,315

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$42,877
Interest expense	\$12,876
Principal due	\$351,879

Refer to Note 11 - Borrowings

Reserves	
Reserves balance	\$3,414,881
Interest earned	\$86,551

Refer to Note 4 - Cash Reserves

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

2 KEY INFORMATION - GRAPHICAL





3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
<b>Cash on hand</b>								
Petty Cash	Cash and cash equivalents	731	0	731		N/A	NIL	On hand
Municipal Cash at Bank	Cash and cash equivalents	161,581	0	161,581		CBA	3.50%	On hand
<b>At Call Deposits</b>								
Treasury Overnight Cash Deposit Facility	Cash and cash equivalents	1,849,933	0	1,849,933		WATC	4.13%	N/A
Reserve Cash at Bank	Cash and cash equivalents	0	61,101	61,101		CBA	0.60%	N/A
<b>Term Deposits</b>								
Reserve Investment Account 1	Cash and cash equivalents	0	3,353,780	3,353,780		WATC	4.34%	12/04/25
<b>Total</b>		<b>2,012,245</b>	<b>3,414,881</b>	<b>5,427,127</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		2,012,245	3,414,881	5,427,127	0			
		<b>2,012,245</b>	<b>3,414,881</b>	<b>5,427,127</b>	<b>0</b>			

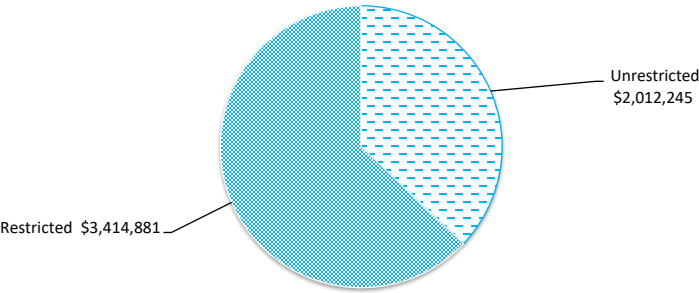
KEY INFORMATION

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

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

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

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**4 RESERVE ACCOUNTS**

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
<b>Restricted by Council</b>									
Leave reserve	555,448	22,218	14,446	0	0	0	0	577,666	569,894
Plant Replacement Reserve	689,896	27,596	17,947	64,230	0	0	0	781,722	707,843
Recreation Centre Reserve	15,606	624	406	0	0	0	0	16,230	16,011
Aerodrome Maintenance & Developme	43,547	1,742	1,132	10,964	0	0	0	56,253	44,678
Municipal Buildings Reserve	76,066	3,043	1,978	24,000	0	0	0	103,109	78,045
Admin Centre Furniture, Equipment & I	16,460	658	428	115,830	0	0	0	132,948	16,888
Land Development Reserve	11,398	456	296	0	0	0	0	11,854	11,694
Community Bus Reserve	23,309	932	606	1,000	0	0	0	25,241	23,915
Homecare Reserve	56,465	2,259	1,468	0	0	(40,000)	0	18,724	57,934
Recreation Development Reserve	280,731	11,229	7,300	20,000	0	0	0	311,960	288,030
Refuse Waste Management Reserve	269,240	10,770	7,002	0	0	0	0	280,010	276,242
Water Management Reserve	75,339	3,014	1,959	18,000	0	0	0	96,353	77,298
Staff Housing Reserve	469,804	18,792	12,213	75,000	0	0	0	563,596	482,017
Refuse Site Rehabilitation Reserve	187,460	7,498	4,874	20,000	0	0	0	214,958	192,334
Community Events Reserve	9,540	382	248	10,000	0	0	0	19,922	9,788
Electronic Sign Reserve	15,744	630	409	0	0	0	0	16,374	16,154
Community Gym Reserve	26,582	1,063	691	2,300	0	(6,500)	0	23,445	27,273
Sportsground Precinct Redevelopment I	366,574	14,663	9,528	150,000	0	0	0	531,237	376,102
Emergency/Bushfire Control Reserve	35,883	1,435	933	0	0	0	0	37,318	36,817
Roadwork Reserve	103,239	4,130	2,685	65,000	0	0	0	172,369	105,924
	<b>3,328,331</b>	<b>133,134</b>	<b>86,551</b>	<b>576,324</b>	<b>0</b>	<b>(46,500)</b>	<b>0</b>	<b>3,991,289</b>	<b>3,414,881</b>

## 5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$	\$
Land - vested in and under the control of Council	5,495	5,495	3,656	0	(3,656)
Buildings	433,257	433,257	245,756	113,105	(132,651)
Furniture and equipment	129,550	129,550	129,550	75,325	(54,225)
Plant and equipment	445,000	449,970	449,970	444,187	(5,783)
Infrastructure - roads	1,603,689	1,625,199	1,401,108	1,011,262	(389,845)
Infrastructure - other	357,111	357,111	262,159	135,040	(127,119)
Infrastructure - drainage	164,309	164,309	135,768	38,275	(97,493)
<b>Payments for Capital Acquisitions</b>	<b>3,138,411</b>	<b>3,164,891</b>	<b>2,627,967</b>	<b>1,817,196</b>	<b>(810,771)</b>
<b>Capital Acquisitions Funded By:</b>					
	\$	\$	\$	\$	\$
Capital grants and contributions	1,735,797	1,735,797	778,753	425,637	(353,116)
Other (disposals & C/Fwd)	112,000	134,200	134,200	177,655	43,455
Cash backed reserves					
Homecare Reserve	40,000	40,000	0	0	0
Community Gym Reserve	6,500	6,500	0	0	0
Contribution - operations	1,244,114	1,248,394	1,715,014	1,213,904	(501,110)
<b>Capital funding total</b>	<b>3,138,411</b>	<b>3,164,891</b>	<b>2,627,967</b>	<b>1,817,196</b>	<b>(810,771)</b>

### SIGNIFICANT ACCOUNTING POLICIES

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

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

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

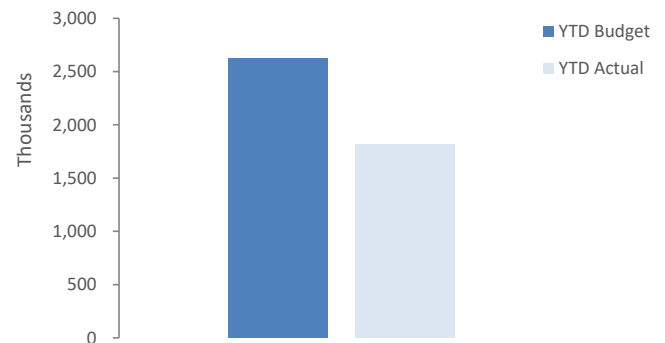
#### Initial recognition and measurement for assets held at cost

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

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

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

Payments for Capital Acquisitions



5 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total

Level of completion indicators

















































0%  
20%  
40%  
60%  
80%  
100%  
Over 100%

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

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

Account Number	Job Number	Sheet Category	Account/Job Description	Adopted	Amended		YTD Actual	Variance (Under)/Over
				Budget	Budget	YTD Budget		
				\$	\$	\$	\$	\$
Economic Services								
E167465		515	Creation of Lot 429 Tudhoe Street	(5,495)	(5,495)	(3,656)	0	3,656
Total - Economic Services				(5,495)	(5,495)	(3,656)	0	3,656
Total - Land				(5,495)	(5,495)	(3,656)	0	3,656
Buildings								
Governance								
E167744	B2508	521	Khediye Street Airconditioner (Doctors Residence)	0	0	0	(6,950)	(6,950)
E167744	B2505	521	Admin Building - Roof & Gutter repairs	(20,000)	(20,000)	(10,000)	0	10,000
Total - Governance				(20,000)	(20,000)	(10,000)	(6,950)	3,050
Recreation And Culture								
E167784	B2203	521	NAB Building	(10,257)	(10,257)	(10,256)	0	10,256
E167780	B2401	521	Upgrade toilet at sportsground - Disable Access	(35,000)	(35,000)	0	(71)	(71)
E167780	B2501	521	Recreation Centre - New meter box	(20,000)	(20,000)	(5,000)	0	5,000
E167475	B2502	521	Roads Board Building - Renewal	(6,000)	(6,000)	(6,000)	0	6,000
E167780	B2503	521	Demolish old and build new Hockey / Cricket Pavilion	(289,000)	(289,000)	(169,500)	(84,510)	84,990
E167784	B2504	521	Court House - Create door to Courtyard	(8,000)	(8,000)	0	0	0
E167784	B2506	521	Town Hall - Annex roof repairs	(20,000)	(20,000)	(20,000)	(11,385)	8,615
E167784	B2507	521	Rec Centre - Replace Alsynite Roof Sheets	(25,000)	(25,000)	(25,000)	(10,190)	14,810
Total - Recreation And Culture				(413,257)	(413,257)	(235,756)	(106,156)	129,600
Total - Buildings				(433,257)	(433,257)	(245,756)	(113,105)	132,651
Plant & Equipment								
Education and Welfare								
E167752	PE2503	525	Purchase of new Homecare Sedan (P80)	(30,000)	(30,000)	(30,000)	(29,932)	68
E167752	PE2504	525	Purchase of new Homecare Sedan (P27)	(30,000)	(30,000)	(30,000)	(29,932)	68
E167752	PE2505	525	Purchase of new Homecare Sedan - Darkan (P86)	(30,000)	(30,000)	(30,000)	(29,932)	68
Total - Education and Welfare				(90,000)	(90,000)	(90,000)	(89,797)	203
Recreation & Culture								
E167769	PE2502	525	Purchase of new Ride-on Mower (P43)	(45,000)	(45,000)	(45,000)	(39,490)	5,510
Total - Recreation & Culture				(45,000)	(45,000)	(45,000)	(39,490)	5,510
Transport								
E167761	PE2501	525	Purchase of new Loader (P11)	(310,000)	(282,970)	(282,970)	(282,900)	70
E167761	PE2507	525	Purchase 2017 Bomag Roller.	0	(32,000)	(32,000)	(32,000)	0
Total - Transport				(310,000)	(314,970)	(314,970)	(314,900)	70
Total - Plant & Equipment				(445,000)	(449,970)	(449,970)	(444,187)	5,783
Furniture & Equipment								
Governance								
E167742	FE2401	523	New Server - Administration	(56,000)	(56,000)	(56,000)	0	56,000
E167742	FE2505	523	CCTV Server replacement	(20,000)	(20,000)	(20,000)	(20,950)	(950)
E167742	FE2506	523	Replace UPS for Server Rack and Extended Battery Module	(12,050)	(12,050)	(12,050)	0	12,050
Total - Governance				(88,050)	(88,050)	(88,050)	(20,950)	67,100
Law, Order & Public Safety								
E167110	FE2504	523	Speed Safety Signage	(35,000)	(35,000)	(35,000)	(37,944)	(2,944)
Total - Law, Order & Public Safety				(35,000)	(35,000)	(35,000)	(37,944)	(2,944)
Recreation & Culture								
E167286	FE2501	523	Large Pool chlorinator	(9,000)	(9,000)	(9,000)	(7,641)	1,359
E167286	FE2502	523	Small Pool Chlorinator	(5,000)	(5,000)	(5,000)	(3,865)	1,135
E167756	FE2503	523	Refurbished Treadmill for Gym	(6,500)	(6,500)	(6,500)	(6,193)	307
E167284	FE2507	523	Deep Fryers - Recreation Centre	0	0	0	(10,238)	(10,238)
Total - Recreation & Culture				(20,500)	(20,500)	(20,500)	(27,937)	(7,437)
Total - Furniture & Equipment				(143,550)	(143,550)	(143,550)	(86,831)	56,719

5 CAPITAL ACQUISITIONS - DETAILED

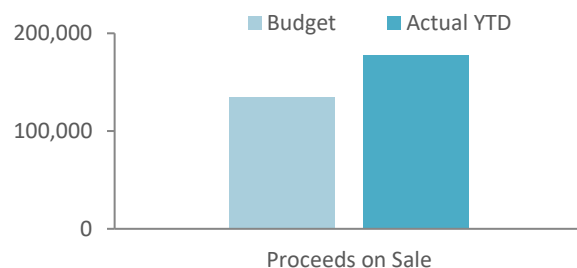
	Account Number	Job Number	Sheet Category	Account/Job Description	Budget	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
	Infrastructure - Roads								
	Transport								
	E167103	CP348	541	2023/24 - RRG - Ballagin Road (Piesseville - Tarwonga)	(8,500)	(8,500)	(8,493)	(10,529)	(2,036)
	E167103	CP357	541	2023/24 - Shire - Main Drain/Padbury Lane	(20,000)	(20,000)	(19,990)	0	19,990
	E167103	CP358	541	2023/24 - RRG - Dongolocking Road	0	0	0	(1,972)	(1,972)
	E167103	CP362	541	2023/24 - Shire- Culverts - Various - Extend	0	0	0	(1,265)	(1,265)
	E167103	CP366	541	2024/25 - RTR - Beaufort Road - Reconstruct seal widen	(180,000)	(180,000)	(179,998)	(157,609)	22,389
	E167103	CP367	541	2024/25 - RTR - Bullock Hills Road - Reconstruct seal widen	(100,000)	(100,000)	(99,990)	(97,242)	2,748
	E167103	CP368	541	2024/25 - Shire - Collanilling road - Reconstruct seal failed section	(25,000)	(25,000)	(24,985)	(27,115)	(2,130)
	E167103	CP369	541	2024/25 - Shire - Rowells road - Gravel Sheet	(55,000)	(55,000)	(54,995)	(53,172)	1,823
	E167103	CP370	541	2024/25 - RTR - Behn Ord Road - Reconstruct seal failed section	(62,145)	(62,145)	(62,135)	(60,062)	2,073
	E167103	CP371	541	2024/25 - RRG - Piesseville-Tarwonga - Reconstruct seal failed section	(155,186)	(155,186)	(62,070)	(16,293)	45,777
	E167103	CP372	541	2024/25 - Shire - Wagin-Wickepin Road - Gravel Sheet	(45,000)	(45,000)	(44,990)	(34,349)	10,641
	E167103	CP373	541	2024/25 - Shire - Toolibin South Road - Gravel sheet	(45,000)	(45,000)	(44,990)	(43,772)	1,218
	E167103	CP374	541	2024/25 - RTR - Ballagin Road - Reconstruct seal widen	(207,219)	(207,219)	(104,000)	(121,650)	(17,650)
	E167103	CP378	541	2024/25 - Shire - Thornton Street - Kerbing both sides	(20,000)	(20,000)	(19,990)	0	19,990
	E167103	CP379	541	2024/25 - Shire - Lukin street - Kerbing both sides	(15,000)	(15,000)	(14,985)	0	14,985
	E167103	CP380	541	2024/25 - Shire - Trenton Street - Kerbing north side	(20,000)	(20,000)	(19,990)	0	19,990
	E167103	CP381	541	2024/25 - RRG - Jalaran Street - Reseal 2 coat	(150,216)	(150,216)	(150,211)	(1,045)	149,166
	E167103	CP382	541	2024/25 - Shire - Vernon street - Reseal 2 coat	(46,000)	(46,000)	(18,396)	0	18,396
	E167103	CP383	541	2024/25 - Shire - Hunt street - Reseal	(24,000)	(24,000)	(23,985)	(2,167)	21,818
	E167105	CP384	545	2024/25 - Shire - Town Drain - Main Drain/Padury lane (Cement)	(20,000)	(20,000)	(19,985)	(91)	19,894
	E167103	CP385	541	2024/25 - RRG - Dongolocking Road - Reconstruct seal widen	(253,000)	(253,000)	(253,000)	(231,637)	21,363
	E167103	CP386	541	2024/25 - LRCIP4 - Bullock Hills Road - Reconstruct seal widen	(137,423)	(137,423)	(137,410)	(125,523)	11,887
	E167105	BR3068	545	2024/25 - Dongolocking Road SLK 10.42 - Culvert replace sleeper	(74,251)	(74,251)	(45,778)	(8,374)	37,404
	E167103	CP387	541	2024/25 - Shire - Piesseville -Tarwonga - Gravel sheet shoulders	(35,000)	(35,000)	(34,995)	(25,861)	9,134
	E167105	CP388	545	2024/25 - LRCIP4 - Beaufort Road SLK 7.25 - Extend culvert / replace	(14,107)	(14,107)	(14,100)	(6,417)	7,683
	E167105	CP389	545	2024/25 - LRCIP4 - Beaufort Road SLK 7.87 - Culvert repairs / replace	(14,107)	(14,107)	(14,100)	(5,079)	9,021
	E167105	CP390	545	2024/25 - LRCIP4 - Beaufort Road SLK 6.29 - Culvert repairs / replace	(35,652)	(35,652)	(35,645)	(16,643)	19,002
	E167105	CP391	545	2024/25 - Bullock Hills Road SLK 6.36 - Replace head walls	(1,890)	(1,890)	(1,875)	(15)	1,860
	E167105	CP392	545	2024/25 - Bullock Hills Road SLK 6.84 - Extend culvert / replace	(2,400)	(2,400)	(2,390)	(782)	1,608
	E167105	CP393	545	2024/25 - Dongolocking Road SLK 24.16 - Extend culvert / replace	(1,902)	(1,902)	(1,895)	(874)	1,021
	E167103	CP394	541	2024/25 - Boddington Street (SLK 0.00-0.07) - Reconstruct and seal	0	(21,510)	(21,510)	0	21,510
	Total - Transport				(1,767,998)	(1,789,508)	(1,536,876)	(1,049,538)	487,338
	Total - Infrastructure - Roads				(1,767,998)	(1,789,508)	(1,536,876)	(1,049,538)	487,338
	Account Number	Job Number	Balance Sheet Category	Account/Job Description	Budget	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
					\$	\$	\$	\$	\$
	Infrastructure - Other								
	Law,Order & Public Safety								
	E167112	IO028	543	250,000L Emergency Water Tank - Wagin Airfield	(11,740)	(11,740)	(11,738)	(1,432)	10,306
	Total - Law,Order & Public Safety				(11,740)	(11,740)	(11,738)	(1,432)	10,306
	Community Amenities								
	E167191	IO2504	543	Wagin Cemetery - New niche wall	(10,000)	(10,000)	0	0	0
	Total - Community Amenities				(10,000)	(10,000)	0	0	0
	Recreation & Culture								
	E167757	IO2404	543	Swimming Pool Shade Sail	(20,500)	(20,500)	(20,500)	(21,000)	(500)
	E167758	IO2501	543	Sportsground Water Tank	(48,500)	(48,500)	(16,160)	0	16,160
	E167757	IO2502	543	Swimming Pool - Paving repairs under roller track	(8,500)	(8,500)	(8,500)	0	8,500
	E167758	IO2505	543	Bojanning Park - Basketball court upgrade	(6,000)	(6,000)	(6,000)	(6,523)	(523)
	E167125	IO2506	543	Christmas Lights & Decorations	(40,000)	(40,000)	(40,000)	(12,874)	27,126
	E167758	IO2507	543	Wetlands - Upgrades including Disabled Access Ramp	(60,000)	(60,000)	(19,992)	0	19,992
	E167758	IO2508	543	Contribution to Lighting on 'A' Green - Wagin Bowling Club	0	0	0	0	0
	Total - Recreation & Culture				(183,500)	(183,500)	(111,152)	(40,398)	70,754
	Total - Infrastructure - Other				(205,240)	(205,240)	(122,890)	(41,830)	81,060
	Infrastructure - Footpaths								
	Transport								
	E167124	CP355	543	2023/24 - Shire - Arthur Road - Wetlands Horseshoe to Bridge	(24,871)	(24,871)	(12,285)	0	12,285
	E167124	CP375	543	2024/25 - Shire - Footpath Caravan park to bridge	(25,000)	(25,000)	(24,996)	(17,797)	7,199
				2024/25 - Shire - Footpath Trenton Street - Tarbet St to Theta St					
	E167124	CP376	543		(50,000)	(50,000)	(49,992)	(38,765)	11,227
	E167124	CP377	543	2024/25 - Shire - Footpath Khedive Street - Ware St to Warwick	(38,000)	(38,000)	(37,996)	(25,143)	12,853
	Total - Infrastructure - Footpaths				(137,871)	(137,871)	(125,269)	(81,705)	43,564
	Total - Infrastructure - Footpaths				(137,871)	(137,871)	(125,269)	(81,705)	43,564
	Grand Total				(3,138,411)	(3,164,891)	(2,627,967)	(1,817,196)	810,771

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

OPERATING ACTIVITIES

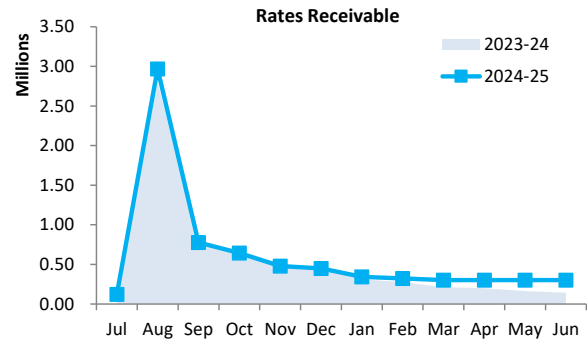
6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Amended Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Land</b>								
LA20	Lot 218 (2) Victor Street, Wagin			0	0	19,000	15,000	0	(4,000)
LA20A	Lot 219 (5) Vernal Street, Wagin			0	0	19,000	15,000	0	(4,000)
	<b>Education and welfare</b>								
P80Y20	Toyota RAV 4 (2019)	8,678	15,000	6,322	0	10,164	19,091	8,927	0
P27Y14	Mitsubishi Tritan (2014) Gardeners	0	2,000	2,000	0	0	6,364	6,364	0
P80Y16	Holden Commodore (2015) - Darkan	2,733	5,000	2,267	0	3,280	10,000	6,720	0
	<b>Transport</b>							0	
P11Y18	Komatsu Loader (2018)	100,846	112,200	11,354	0	102,587	112,200	9,613	
		<b>112,257</b>	<b>134,200</b>	<b>21,943</b>	<b>0</b>	<b>154,031</b>	<b>177,655</b>	<b>31,623</b>	<b>(8,000)</b>



## 7 RECEIVABLES

Rates receivable	30 June 2024	28 Feb 2025
	\$	\$
Opening arrears previous years	105,099	144,372
Levied this year	3,130,642	3,236,278
Less - collections to date	(3,091,369)	(3,057,118)
Gross rates collectable	<b>144,372</b>	<b>323,532</b>
Net rates collectable	<b>144,372</b>	<b>323,532</b>
% Collected	95.5%	90.4%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,493)	47,094	2,192	1,304	20,010	69,107
Percentage	(2.2%)	68.1%	3.2%	1.9%	29%	
<b>Balance per trial balance</b>						
Sundry receivable						69,107
GST receivable						42,211
Other Receivables						(2,002)
LSL Receivables (Current)						47,001
<b>Total receivables general outstanding</b>						<b>156,317</b>

Amounts shown above include GST (where applicable)

### KEY INFORMATION

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

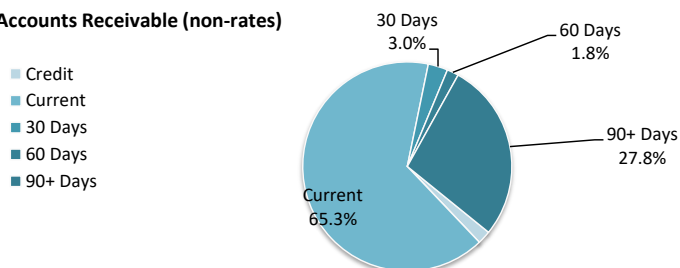
Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

### Classification and subsequent measurement

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

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

### Accounts Receivable (non-rates)





## 8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 28 February 2025
<b>Other current assets</b>	\$	\$	\$	\$
<b>Other financial assets at amortised cost</b>				
Financial assets at amortised cost - self supporting loans	24,507	0	(12,152)	12,355
<b>Inventory</b>				
Fuel and materials (including gravel)	49,128	0	0	49,128
Accrued income	57,291	0	(57,291)	0
<b>Contract assets</b>				
Contract assets	25,534	0	0	25,534
<b>Total other current assets</b>	<b>156,459</b>	<b>0</b>	<b>(69,443)</b>	<b>87,016</b>
Amounts shown above include GST (where applicable)				

### KEY INFORMATION

#### Other financial assets at amortised cost

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

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

#### Inventory

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

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

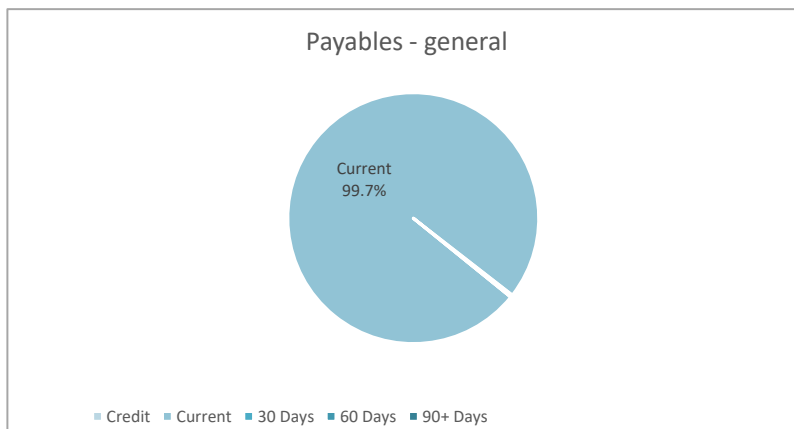
#### Contract assets

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

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	239,586	775	0	0	240,361
Percentage	0%	99.7%	0.3%	0%	0%	
<b>Balance per trial balance</b>						
Accrued interest on borrowings						2,272
Bonds and deposits held						20,186
<b>Total payables general outstanding</b>						<b>564,521</b>
<b>Amounts shown above include GST (where applicable)</b>						

**KEY INFORMATION**

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and Services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



## 10 RATE REVENUE

### General rate revenue

RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Budget			YTD Actual				Total Revenue
				Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	
				\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>											
Non-commercial	0.093002	680	8,782,794	816,817	0	0	816,817	816,817	1,042	(135)	817,724
Commercial	0.123227	65	1,592,993	196,300	0	0	196,300	196,300	3,375	171	199,846
<b>Unimproved value</b>									0		
UV	0.003877	285	417,281,000	1,617,798	0	0	1,617,798	1,617,799	0	0	1,617,799
<b>Sub-Total</b>		<b>1,030</b>	<b>427,656,787</b>	<b>2,630,916</b>	<b>0</b>	<b>0</b>	<b>2,630,915</b>	<b>2,630,915</b>	<b>4,417</b>	<b>36</b>	<b>2,635,369</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental value</b>											
Non-commercial	675	131	199,745	88,425	0	0	88,425	88,425	(799)	0	87,626
Commercial	675	15	38,201	10,125	0	0	10,125	10,125	0	151	10,276
<b>Unimproved value</b>											
UV	675	99	10,589,185	66,825	0	0	66,825	66,825	0	0	66,825
<b>Sub-total</b>		<b>245</b>	<b>10,827,131</b>	<b>165,375</b>	<b>0</b>	<b>0</b>	<b>165,375</b>	<b>165,375</b>	<b>(799)</b>	<b>151</b>	<b>164,727</b>
		<b>1,275</b>	<b>438,483,918</b>	<b>2,796,291</b>	<b>0</b>	<b>0</b>	<b>2,796,290</b>	<b>2,796,290</b>	<b>3,618</b>	<b>187</b>	<b>2,800,095</b>
Discount							(103,087)				(108,880)
Concession							(1,272)				0
<b>Amount from general rates</b>							<b>2,691,931</b>				<b>2,691,216</b>
Rates Written Off							(5,000)				(219)
Ex-gratia rates CBH							15,944	15,944	0	0	15,944
<b>Total general rates</b>							<b>2,702,875</b>				<b>2,706,941</b>
<b>Total</b>		<b>1,275</b>					<b>2,702,875</b>				<b>2,706,941</b>

### KEY INFORMATION

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

Repayments - borrowings

Information on borrowings			New Loans			Principal Repayments			Principal Outstanding		Interest Repayment	
Particulars	Loan No.	1 July 2024	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Actual	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and culture</b>												
Swimming Pool Redevelopment	139	157,025	0	0	0	(12,163)	(16,322)	(16,322)	144,862	140,704	(5,864)	(8,784)
<b>Other property and services</b>												
Staff Housing	137	94,379	0	0	0	(11,679)	(17,696)	(17,696)	82,700	76,683	(3,584)	(5,874)
Doctor Housing	138	28,852	0	0	0	(6,883)	(13,981)	(13,981)	21,969	14,871	(905)	(1,818)
		280,256	0	0	0	(30,724)	(47,998)	(47,998)	249,531	232,258	(10,353)	(16,476)
<b>Recreation and culture</b>												
Wagin Ag Society	141	55,791	0	0	0	(10,824)	(21,813)	(21,813)	44,967	33,978	(848)	(1,872)
Wagin Bowls Club	142	58,709	0	0	0	(1,328)	(2,694)	(2,694)	57,381	56,014	(1,675)	(3,586)
		114,500	0	0	0	(12,152)	(24,507)	(24,507)	102,347	89,993	(2,523)	(5,458)
<b>Total</b>		394,756	0	0	0	(42,877)	(72,505)	(72,505)	351,879	322,251	(12,876)	(21,934)
Current borrowings		72,505							29,628			
Non-current borrowings		322,250							322,250			
		394,755							351,879			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

New borrowings 2024-25

Particulars	Amount Borrowed Actual	Amount Borrowed Budget	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used) Budget
	\$	\$				\$	%	\$
	60,000	60,000	Wagin Bowls Club	Debenture	15	30,108	5.71	60,000
	60,000	60,000				30,108		60,000

The Shire has no unspent debenture funds as at 30th June 2025, nor is it expected to have unspent funds as at 30th June 2026

KEY INFORMATION

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

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

## 12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2024	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 28 February 2025
Other current liabilities		\$		\$	\$	\$
<b>Other liabilities</b>						
- Contract liabilities		16,891	0	89,724	(68,809)	37,805
- Capital grant/contribution liabilities		96,251	0	695,710	(425,637)	366,324
<b>Total other liabilities</b>		113,142	0	785,434	(494,446)	404,128
<b>Employee Related Provisions</b>						
Annual leave		221,490	0	0	0	221,490
Long service leave		267,419	0	0	0	267,419
<b>Total Employee Related Provisions</b>		488,909	0	0	0	488,909
<b>Other Provisions</b>						
Provision for LSL On-costs (Current)		32,012	0	0	0	32,012
Provision for Annual Leave On-costs (Current)		29,357	0	0	0	29,357
<b>Total Other Provisions</b>		61,369	0	0	0	61,369
<b>Total other current assets</b>		<b>663,420</b>	<b>0</b>	<b>785,434</b>	<b>(494,446)</b>	<b>954,407</b>
Amounts shown above include GST (where applicable)						

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

### KEY INFORMATION

#### Provisions

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

#### Employee Related Provisions

##### Short-term employee benefits

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

##### Other long-term employee benefits

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

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

#### Contract liabilities

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

#### Capital grant/contribution liabilities

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

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025  
13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

OPERATING ACTIVITIES

Provider	Unspent operating grant, subsidies and contributions liability				Operating grants, subsidies and contributions revenue			
	Liability	Increase	Liability	Current	Adopted	Amended	Amended	YTD
	1 July 2024	in Liability	Reduction (As revenue)	Liability 28 Feb 2025	Budget Revenue	YTD Budget	Annual Budget	Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Grants and subsidies</b>								
<b>General purpose funding</b>								
Grants Commission - General (WALGGC)	0	0	0	0	184,171	92,084	184,171	140,815
Grants Commission - Roads (WALGGC)	0	0	0	0	97,102	48,550	97,102	45,362
<b>Law, order, public safety</b>								
DFES Grant - Operating Bush Fire Brigade	0	35,731	(35,731)	0	53,481	40,110	53,481	35,731
DFES Grant - ESL Admin Contribution		0	0	0	4,000	4,000	4,000	4,000
DFES Grant -Operating SES	1,261	17,227	(2,558)	15,930	25,883	19,410	25,883	2,558
Western Power Bushfire Volunteers Grant	0	2,384	0	2,384	0	0	0	0
<b>Education and welfare</b>								
Homecare - CHSP Operating Grant	0	0	0	0	421,034	252,620	421,034	248,084
Homecare - HCP Operating Grant	0	0	0	0	160,659	106,395	160,659	144,530
Homecare - Donations	0	0	0	0	0	0	0	455
Homecare - NDIS Contributions	0	0	0	0	45,575	30,376	45,575	35,867
<b>Recreation and culture</b>								
Australia Day Grant	0	12,000	(12,000)	0	10,000	6,664	10,000	12,000
Barts Birthday Grant (Lotterywest)	0	10,000	0	10,000	0	0	0	0
SLWA - Library Technology Grant	0	0	0	0	10,900	7,264	10,900	0
Lotterywest - Christmas Street Carnival	0	9,170	(9,170)	0	10,000	6,664	10,000	9,170
Heritage Review Grant	5,130	0	0	5,130	5,130	3,416	5,130	0
DOC - Community Garden Grant	10,000	0	(7,220)	2,780	10,000	6,664	10,000	7,220
LBW Trust Library Grant	500	0	(332)	168	0	0	0	332
Community Water Supplies Partnership Grant	0	1,338	(1,338)	0	0	0	0	1,338
SLWA - Encouraging Promising Practice Grant	0	1,874	(461)	1,413	0	0	0	461
Direct Grant (MRWA)	0	0	0	0	190,170	190,170	190,170	190,170
	16,891	89,724	(68,809)	37,805	1,228,105	814,388	1,228,105	878,092
<b>Operating contributions</b>								
<b>Law, order, public safety</b>								
Contributions to Fire Control Weather Stations	0	0	0	0	0	0	0	5,436
<b>Recreation and culture</b>								
Rec Centre Equipment Contributions	0	0	0	0	1,800	0	1,800	0
Thank A Volunteer BBQ	0	0	0	0	0	0	0	2,114
Contribution to Street Lighting	0	0	0	0	7,600	0	7,600	0
	0	0	0	0	9,400	0	9,400	7,550
<b>TOTALS</b>	16,891	89,724	(68,809)	37,805	1,237,505	814,388	1,237,505	885,642

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities				Capital grants, subsidies and contributions revenue			
	Liability 1 July 2024	Increase in Liability	Liability Reduction (As revenue)	Current Liability 28 Feb 2025	Adopted Budget Revenue	Amended YTD Budget	Amended Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Capital grants and subsidies</b>								
<b>Law, order, public safety</b>								
Community Water Supply Project	0	0	0	0	7,856	7,856	7,856	0
Sportsground Water Tank	0	0	0	0	32,334	32,334	32,334	0
<b>Recreation and culture</b>								
LRCIP -Phase 2 (History of Wagin Shed)	0	24,929	(24,929)	0	25,536	25,536	25,536	24,929
LRCIP -Phase 3 (Court House Upgrades)	0	73,054	(837)	72,217	51,155	17,052	51,155	837
LRCIP4 - Cricket / Hockey Pavilion	0	173,377	(84,510)	88,867	289,000	45,000	289,000	84,510
LRCIP4 - Wetlands - Upgrades including Disabled Access Ramp	0	36,000	0	36,000	59,962	0	59,962	0
<b>Transport</b>								
RRG - 2023/24 Ballagin Road	0	0	0	0	20,091	20,091	20,091	0
RRG - 2023/24 Dongolocking Road	0	51,202	(52,496)	(1,295)	52,691	52,691	52,691	52,496
Bridge Funding from 2018-2019	74,251	0	0	74,251	74,251	0	74,251	0
2024/25 - RTR - Beaufort Road - Reconstruct seal widen	0	0	0	0	180,000	90,000	180,000	0
2024/25 - RTR - Bullock Hills Road - Reconstruct seal widen	0	0	0	0	100,000	50,000	100,000	0
2024/25 - RTR - Behn Ord Road - Reconstruct seal failed section	0	0	0	0	62,145	31,072	62,145	0
2024/25 - RTR - Ballagin Road - Reconstruct seal widen	0	0	0	0	207,219	103,610	207,219	0
2024/25 - RRG - Piesseville-Tarwonga - Reconstruct seal failed sectio	0	41,383	(16,293)	25,090	103,457	34,486	103,457	16,293
2024/25 - RRG - Jaloran Street - Reseal 2 coat	0	40,058	(1,045)	39,012	100,144	33,381	100,144	1,045
2024/25 - RRG - Dongolocking Road - Reconstruct seal widen	0	134,934	(134,934)	0	168,667	135,000	168,667	134,934
2024/25 - LRCIP4 - Bullock Hills Road - Reconstruct seal widen	0	82,454	(82,454)	0	137,423	68,712	137,423	82,454
2024/25 - LRCIP4 - Beaufort Road SLK 7.25 - Extend culvert	0	8,464	(6,417)	2,047	14,107	7,053	14,107	6,417
2024/25 - LRCIP4 - Beaufort Road SLK 7.87 - Culvert repairs	0	8,464	(5,079)	3,385	14,107	7,053	14,107	5,079
2024/25 - LRCIP4 - Beaufort Road SLK 6.29 - Culvert repair	0	21,391	(16,643)	4,748	35,652	17,826	35,652	16,643
<b>Economic services</b>								
Sale of Land - Raymond Edward	22,000	0	0	22,000	0	0	0	0
<b>TOTALS</b>	<b>96,251</b>	<b>695,710</b>	<b>(425,637)</b>	<b>366,324</b>	<b>1,735,797</b>	<b>778,753</b>	<b>1,735,797</b>	<b>425,637</b>

**SHIRE OF WAGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**15 BONDS AND DEPOSITS**

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

Description	Opening Balance 1 July 2024	Amount Received	Amount Paid	Closing Balance 28 Feb 2025
	\$	\$	\$	\$
<b>Restricted Cash - Bonds and Deposits</b>				
Deposits - Town Hall	300	700	(700)	300
Deposits - Community Bus	1,050	300	(900)	450
Deposits - Rec Centre & EFP	1,500	3,900	(3,100)	2,300
Deposits - Animal Trap	75	150	(150)	75
BCITF	80	2,790	(2,790)	80
Building Services Levy	452	2,597	(2,508)	541
Other Deposits	6,269	300	(150)	6,419
Deposit - Refuse Site Key	20	0	0	20
Deposit - Community Gym Key	8,890	1,750	(600)	10,040
<b>Sub-Total</b>	<b>18,636</b>	<b>12,487</b>	<b>(10,898)</b>	<b>20,225</b>
<b>Trust Funds</b>				
Nil				
<b>Sub-Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>18,636</b>	<b>12,487</b>	<b>(10,898)</b>	<b>20,225</b>



SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

16 BUDGET AMENDMENTS

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
<b>Budget adoption - correction to budget balance</b>			Opening Surplus(Deficit)		28,894		28,894
					<b>28,894</b>	<b>0</b>	<b>28,894</b>
E113045	Other Recreation & Sport - Other Expenses		5319 Operating Expenditure			(3,425)	25,469
E147055	Consultancy Fees		5319 Operating Expenditure		3,425		28,894
E167103 / CP394	Purchase of Infrastructure - Boddington St Reco		5321 Capital Expenditure			(21,510)	7,384
PE2501 / E167761	Trade of Komatsu Loader (P11)		5324 Capital Expenditure		27,030		34,414
PE2507 / E167761	Purchase of Plant - 2017 Bomag Roller		5324 Capital Expenditure			(32,000)	2,414
E019001	Transfer to Plant Reserve		5324 Capital Expenditure			(17,230)	(14,816)
I122175	Proceeds on Disposal of Assets		5324 Capital Revenue		22,200		7,384
I122176	Realisation on Disposal of Assets		5324 Capital Revenue	(22,200)			7,384
				<b>(22,200)</b>	<b>81,549</b>	<b>(74,165)</b>	<b>7,384</b>

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
<b>General Purpose Funding</b>						
<b>Rate Revenue</b>						
I031005	GRV	Inc	1,011,844	1,011,844	1,011,844	1,013,117
I031010	GRV Minimums	Inc	98,550	98,550	98,550	98,550
I031015	UV	Inc	1,617,798	1,617,798	1,617,798	1,617,799
I031020	UV Minimums	Inc	66,825	66,825	66,825	66,825
I031025	GRV Interim Rates	Inc	0	0	0	4,418
I031030	UV Interim Rates	Inc	0	0	0	(801)
I031035	Back Rates	Inc	0	0	0	187
I031040	Ex-Gratia Rates (CBH)	Inc	15,944	15,944	15,944	15,944
I031045	Discount Allowed	Inc	(103,087)	(103,087)	(103,087)	(108,880)
I031050	Instalment Admin Charge	Inc	5,000	5,000	5,000	2,353
I031055	Account Enquiry Fee	Inc	4,000	4,000	2,664	3,446
I031060	(Rate & Sdry Debtor Write Offs)	Inc	(5,000)	(5,000)	0	(219)
I031065	Penalty Interest	Inc	8,000	8,000	5,328	9,354
I031070	Emergency Services Levy	Inc	133,735	133,735	133,735	138,713
I031075	ESL Penalty Interest	Inc	500	500	328	663
I031080	Instalment Interest	Inc	4,500	4,500	4,500	3,629
I031090	Rate Legal Charges	Inc	10,000	10,000	6,664	1,507
			2,868,609	2,868,609	2,866,093	2,866,605
E031005	Valuation Expenses	Exp	(9,000)	(9,000)	(6,000)	(3,047)
E031010	Legal Costs/Expenses	Exp	(1,000)	(1,000)	(664)	0
E031015	Title Searches	Exp	(500)	(500)	(328)	0
E031020	Rate Recovery Expenses	Exp	(10,000)	(10,000)	(6,664)	(2,151)
E031025	Printing Stationery Postage	Exp	(2,000)	(2,000)	(2,000)	(769)
E031030	Emergency Services Levy	Exp	(133,735)	(133,735)	(100,299)	(124,246)
E031040	Rate Refunds	Exp	(1,000)	(1,000)	0	0
E031041	Rates & Rubbish Waivers/Concessions	Exp	(2,737)	(2,737)	(2,737)	(2,752)
E031100	Administration Allocated	Exp	(102,073)	(102,073)	(68,048)	(68,049)
			(262,045)	(262,045)	(186,740)	(201,014)
<b>Other General Purpose Funding</b>						
I032005	Grants Commission General	Inc	184,171	184,171	92,084	140,814
I032010	Grants Commission Roads	Inc	97,102	97,102	48,550	45,361
I032020	Administration Rental	Inc	0	0	0	0
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,000	1,000	664	501
I032030	Reimbursements	Inc	100	100	64	0
I032035	SS Loans Interest & GFee Reimb.	Inc	0	0	0	0
I032040	Bank Interest	Inc	85,000	85,000	56,664	62,903
I032045	Reserves Interest	Inc	133,134	133,134	66,566	78,960
I032055	Commissions & Recoups	Inc	0	0	0	0
I032080	Other General Purpose Income	Inc	0	0	0	0
I032086	Debtor Penalty Interest	Inc	0	0	0	1,998
I032190	WALGA House Units	Inc	0	0	0	0
			500,507	500,507	264,592	330,538

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E032005	Bank Fees and Charges	Exp	(11,000)	(11,000)	(7,328)	(9,057)
E032015	Interest on Loans	Exp	0	0	0	0
E032030	Audit Fees & Other Services	Exp	(41,000)	(41,000)	(26,240)	(39,740)
E032035	Administration Allocated	Exp	(74,113)	(74,113)	(49,408)	(49,409)
			(126,113)	(126,113)	(82,976)	(98,206)
	<b>Total General Purpose Income</b>		3,369,116	3,369,116	3,130,685	3,197,143
	<b>Total General Purpose Expenditure</b>		(388,158)	(388,158)	(269,716)	(299,220)
	<b>Governance</b>					
	<b>Members of Council</b>					
I041020	Other Income Relating to Members	Inc	0	0	0	0
			0	0	0	0
E041005	Sitting Fees	Exp	(23,114)	(23,114)	(11,556)	(6,018)
E041010	Training	Exp	(7,000)	(7,000)	(3,500)	(3,420)
E041015	Members Travelling	Exp	(700)	(700)	(350)	(171)
E041020	Communication Allowance	Exp	(8,085)	(8,085)	(4,042)	(1,444)
E041025	Election Expenses	Exp	0	0	0	0
E041030	Other Expenses	Exp	(2,000)	(2,000)	(1,328)	(3,383)
E041035	Conference Expenses	Exp	(10,000)	(10,000)	(10,000)	(6,755)
E041040	Presidents Allowance	Exp	(16,282)	(16,282)	(8,140)	(4,071)
E041045	Deputy Presidents Allowance	Exp	(4,070)	(4,070)	(2,034)	(1,018)
E041055	Refreshments and Receptions	Exp	(12,000)	(12,000)	(7,992)	(5,298)
E041060	Presentations	Exp	(2,500)	(2,500)	(1,664)	(134)
E041065	Insurance	Exp	(14,483)	(14,483)	(14,482)	(17,811)
E041070	Public Relations	Exp	(2,000)	(2,000)	(1,328)	0
E041075	Subscriptions	Exp	(38,000)	(38,000)	(38,000)	(30,415)
E041100	Administration Allocated	Exp	(128,127)	(128,127)	(85,416)	(85,418)
			(268,361)	(268,361)	(189,832)	(165,356)
	<b>Other Governance</b>					
I042030	Profit on Sale of Asset	Inc	0	0	0	0
I042045	Admin Reimbursements	Inc	5,000	5,000	3,328	884
I042050	Paid Parental Leave Reimbursement	Inc	0	0	0	3,736
			5,000	5,000	3,328	4,620
E042005	Administration Salaries	Exp	(923,428)	(923,428)	(639,290)	(588,560)
E042008	Admin Leave/Wages Liability	Exp	0	0	0	0
E042010	Administration Superannuation	Exp	(123,487)	(123,487)	(85,490)	(81,012)
E042011	Loyalty Allowance	Exp	(6,271)	(6,271)	(4,338)	(4,756)
E042012	Housing Allowance Admin	Exp	(12,020)	(12,020)	(8,316)	(6,138)
E042015	Insurance	Exp	(31,817)	(31,817)	(31,816)	(30,792)
E042020	Staff Training	Exp	(15,000)	(15,000)	(10,000)	(11,186)
E042025	Removal Expenses	Exp	0	0	0	0
E042030	Printing & Stationery	Exp	(25,000)	(25,000)	(16,656)	(18,734)
E042035	Phone, Fax & Modem	Exp	(5,000)	(5,000)	(3,320)	(2,380)

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E042040	Office Maintenance	Exp	(61,863)	(61,863)	(42,990)	(45,366)
E042045	Advertising	Exp	(10,000)	(10,000)	(6,656)	(10,152)
E042050	Office Equipment Maintenance	Exp	(3,000)	(3,000)	(1,992)	(929)
E042055	Postage & Freight	Exp	(5,000)	(5,000)	(3,328)	(5,878)
E042060	Vehicle Running Expenses	Exp	(17,000)	(17,000)	(11,296)	(12,733)
E042065	Legal Expenses	Exp	(10,000)	(10,000)	(6,664)	(11,097)
E042070	Garden Expenses	Exp	(15,000)	(15,000)	(9,984)	(12,124)
E042075	Conference & Training	Exp	(10,000)	(10,000)	(6,664)	(3,555)
E042080	Computer Support	Exp	(161,463)	(161,463)	(107,632)	(143,113)
E042085	Other Expenses	Exp	(10,500)	(10,500)	(9,008)	(8,680)
E042090	Administration Allocated	Exp	(219,478)	(219,478)	(146,312)	(146,319)
E042095	Fringe Benefits Tax	Exp	(20,238)	(20,238)	(10,118)	(12,401)
E042100	Staff Uniforms	Exp	(2,000)	(2,000)	(2,000)	(3,283)
E042120	Depreciation - Other Governance	Exp	(119,791)	(119,791)	(79,864)	(74,474)
E042125	Less Administration Allocated	Exp	1,587,878	1,587,878	1,058,584	1,058,586
E042160	DCEO/CEO Recruitment	Exp	0	0	0	0
E042165	Paid Parental Leave	Exp	0	0	0	0
			(219,478)	(219,478)	(185,150)	(175,075)
	<b>Total Governance Income</b>		5,000	5,000	3,328	4,620
	<b>Total Governance Expenditure</b>		(487,839)	(487,839)	(374,982)	(340,431)
	<b>Law, Order &amp; Public Safety</b>					
	<b>Fire Prevention</b>					
I051010	BFB Operating Grant	Inc	53,481	53,481	40,110	35,731
I051015	Sale of Fire Maps	Inc	50	50	32	24
I051020	Town Block Burn Fees	Inc	0	0	0	0
I051025	Contributions and Reimbursements	Inc	500	500	0	5,787
I051030	Bush Fire Infringements	Inc	2,000	2,000	2,000	709
I051035	ESL Admin Fee	Inc	4,000	4,000	4,000	4,000
I051050	SES Other Income	Inc	0	0	0	0
I051075	SES Operating Grant	Inc	25,883	25,883	19,410	2,558
			85,914	85,914	65,552	48,809
E051005	BFB Operation Expenditure	Exp	(71,000)	(71,000)	(60,449)	(121,460)
E051010	Communication Mtce	Exp	(5,500)	(5,500)	(3,656)	(4,064)
E051015	Advertising & Other Expenses	Exp	(2,500)	(2,500)	(2,500)	(2,798)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(10,000)	(10,000)	(6,632)	(29,396)
E051025	Town Block Burn Off	Exp	(10,000)	(10,000)	(10,000)	(12,882)
E051040	Other Bushfire Expenditure	Exp	(22,000)	(22,000)	(15,672)	(1,303)
E051045	Mt Latham & Condinging Repeats	Exp	(1,000)	(1,000)	(656)	(538)
E051060	SES Operation Expenditure	Exp	(29,580)	(29,580)	(14,780)	(2,558)
E051100	Administration Allocated	Exp	(82,218)	(82,218)	(54,808)	(54,812)
E051190	Depreciation - Fire Prevention	Exp	(75,950)	(75,950)	(50,632)	(50,511)
			(309,748)	(309,748)	(219,785)	(280,321)
	<b>Animal Control</b>					
I052005	Dog Fines and Fees	Inc	5,000	5,000	3,328	1,586
I052006	Cat Fines and Fees	Inc	300	300	200	0

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
I052010	Hire of Animal Traps	Inc	100	100	64	65
I052015	Dog Registration	Inc	4,000	4,000	4,000	3,147
I052016	Cat Registration	Inc	500	500	500	1,607
I052020	Reimbursements	Inc	500	500	250	0
			10,400	10,400	8,342	6,405
E052005	Ranger Salary	Exp	(14,657)	(14,657)	(10,136)	(11,536)
E052007	Ranger Telephone	Exp	(1,000)	(1,000)	(664)	(229)
E052010	Pound Maintenance	Exp	(11,700)	(11,700)	(7,800)	(7,005)
E052015	Dog Control Insurance	Exp	(500)	(500)	(500)	(197)
E052020	Legal Fees	Exp	0	0	0	0
E052025	Training & Conference	Exp	(500)	(500)	(328)	(1,127)
E052030	Ranger Services Other	Exp	(30,000)	(30,000)	(19,984)	(14,480)
E052035	Administration Allocated	Exp	(46,959)	(46,959)	(31,304)	(31,306)
E052190	Depreciation - Animal Control	Exp	(3,000)	(3,000)	(2,000)	(2,004)
			(108,316)	(108,316)	(72,716)	(67,884)
<b>Other Law, Order &amp; Public Safety</b>						
I053005	Abandoned Vehicles/Fines	Inc	50	50	0	0
I053040	Safer Wagin Income	Inc	0	0	0	0
I053055	Reimbursements	Inc	0	0	0	0
I053060	Other law, Order & Public Safety Grants	Inc	40,190	40,190	40,190	0
I053075	Covert Cameras for CCTV System	Inc	0	0	0	0
			40,240	40,240	40,190	0
E053005	Abandoned Vehicles	Exp	(500)	(500)	(320)	(126)
E053010	Emergency Services	Exp	0	0	0	0
E053040	Safer Wagin Expenditure	Exp	0	0	0	0
E053045	CCTV & Security	Exp	(8,000)	(8,000)	(5,320)	(4,810)
E053055	Mosquito Control	Exp	(5,000)	(5,000)	(3,320)	(6,503)
E053056	Community Water Supply Programme	Exp	0	0	0	(1,873)
E053090	Depreciation - Other Law, Order & Public Safety	Exp	(4,065)	(4,065)	(2,712)	(11,555)
			(17,565)	(17,565)	(11,672)	(24,867)
<b>Total Law, Order &amp; Public Safety Income</b>			136,554	136,554	114,084	55,214
<b>Total Law, Order &amp; Public Safety Expenditure</b>			(435,629)	(435,629)	(304,173)	(373,076)
<b>Health</b>						
<b>Maternal &amp; Infant Health</b>						
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(7,920)	(7,920)	(5,248)	(4,118)
			(7,920)	(7,920)	(5,248)	(4,118)
<b>Preventative Services - Admin &amp; Inspections</b>						
I074005	Food Licences & Fees	Inc	500	500	328	388
I074015	Contrib. Regional Health Scheme	Inc	0	0	0	0
I074020	Reimbursements	Inc	0	0	0	0
			500	500	328	388

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E074005	EHO Salary	Exp	0	0	0	0
E074008	EHO Leave/Wages Liability	Exp	0	0	0	0
E074010	EHO Superannuation	Exp	0	0	0	0
E074015	Other Control Expenses	Exp	(7,000)	(7,000)	(4,656)	(1,251)
E074020	EHO/Building Surveyor Vehicle Expenses	Exp	0	0	0	0
E074030	Conferences & Training	Exp	0	0	0	0
E074035	Loss on Sale of Asset	Exp	0	0	0	0
E074100	Administration Allocated	Exp	(43,542)	(43,542)	(29,024)	(29,028)
E074190	Depreciation - Prevent Services	Exp	0	0	0	0
			(50,542)	(50,542)	(33,680)	(30,279)
	<b>Other Health</b>					
I076010	Rent - Medical Centre-Dentist	Inc	4,334	4,334	2,888	2,988
I076015	Reimbursements - Medical Practice	Inc	2,000	2,000	1,328	0
I076020	Meeting Room Fees	Inc	0	0	0	0
I076025	Sale of Doctor's Vehicle	Inc	0	0	0	0
I076040	Reimbursements - Dr Kumar	Inc	1,000	1,000	0	188
			7,334	7,334	4,216	3,176
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(18,552)	(18,552)	(13,059)	(17,540)
E076025	Depreciation - Other Health	Exp	(54,840)	(54,840)	(36,560)	(36,818)
E076030	Doctors Vehicle Mtce	Exp	(5,000)	(5,000)	(3,328)	(1,943)
E076035	Loss on Sale of Asset	Exp	0	0	0	0
E076040	St Lukes Medical Services	Exp	(50,000)	(50,000)	(25,000)	(44,242)
E076055	Doctor Retention & Relocation	Exp	0	0	0	0
E076060	Assets under \$5k	Exp	0	0	0	0
			(128,392)	(128,392)	(77,947)	(100,543)
	<b>Health - Preventative Services</b>					
E077010	Analytical Expenses	Exp	(500)	(500)	(500)	(479)
			(500)	(500)	(500)	(479)
	<b>Total Health Income</b>		7,834	7,834	4,544	3,564
	<b>Total Health Expenditure</b>		(187,354)	(187,354)	(117,375)	(135,419)
	<b>Education &amp; Welfare</b>					
	<b>Pre Schools</b>					
I083035	Day Care Lease	Exp	8,495	8,495	5,656	6,222
I083036	Day Care Reimbursements	Exp	10,000	10,000	6,664	2,279
			18,495	18,495	12,320	8,501
E080010	Kindergarten Maintenance (Daycare)	Exp	(11,300)	(11,300)	(7,928)	(6,509)
E080190	Depreciation - Pre-Schools	Exp	(25,940)	(25,940)	(17,296)	(17,255)
			(37,240)	(37,240)	(25,224)	(23,764)
	<b>Other Education</b>					
E081030	Contribution - Wagin Youthcare Chaplaincy Program	Exp	(2,600)	(2,600)	(2,600)	0

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
			(2,600)	(2,600)	(2,600)	0
	<b>Homecare Program</b>					
I082010	CHSP Grant	Inc	421,034	421,034	252,620	248,084
I082015	Meals on Wheels	Inc	0	0	0	0
I082020	CHSP Fee for Service	Inc	55,982	55,982	37,320	34,835
I082025	Donations	Inc	0	0	0	455
I082030	Government Pay Reimbursement	Inc	0	0	0	0
I082031	Homecare - Other Income	Inc	0	0	0	0
I082035	Profit On Sale of Asset	Inc	10,589	10,589	7,056	22,010
I082040	HCP Client Daily Fee	Inc	28,628	28,628	19,080	19,736
I082045	HCP Government Funds	Inc	160,659	160,659	106,395	144,530
I082050	NDIS Contribution	Inc	45,575	45,575	30,376	35,867
			722,467	722,467	452,848	505,517
E082010	Homecare Salaries	Exp	(448,526)	(448,526)	(310,510)	(328,573)
E082013	Homecare Leave/Wages Liability GEN	Exp	0	0	0	0
E082015	Maintenance & Gardening	Exp	(68,389)	(68,389)	(47,340)	(51,895)
E082020	Nursing Salaries	Exp	0	0	0	0
E082025	Care Workers Salaries	Exp	0	0	0	0
E082030	Superannuation	Exp	(52,016)	(52,016)	(36,008)	(37,812)
E082035	Other Expenses	Exp	(7,000)	(7,000)	(4,648)	(2,394)
E082040	Travelling - Mileage	Exp	(25,000)	(25,000)	(16,664)	(8,245)
E082045	Staff Training	Exp	(5,500)	(5,500)	(3,664)	(3,222)
E082050	Staff Training Salaries	Exp	(31,932)	(31,932)	(21,288)	(299)
E082055	Subscriptions	Exp	(2,000)	(2,000)	(1,328)	(3,953)
E082060	Postage & Freight	Exp	(1,000)	(1,000)	(648)	(845)
E082063	Telephone Expenses	Exp	(1,000)	(1,000)	(664)	(1,922)
E082065	Printing & Stationery	Exp	(3,000)	(3,000)	(2,000)	(95)
E082070	Insurance	Exp	(8,447)	(8,447)	(8,446)	(9,787)
E082075	Building Maintenance	Exp	(10,739)	(10,739)	(7,152)	(6,651)
E082080	Plant & Equipment Mtce	Exp	(20,000)	(20,000)	(13,200)	(12,293)
E082083	Computer Equipment and Support	Exp	(7,000)	(7,000)	(4,656)	0
E082085	Consumable Supplies	Exp	(1,000)	(1,000)	(656)	(2,619)
E082090	Homecare Equipment and Catering Supplies	Exp	(3,000)	(3,000)	(2,000)	(537)
E082095	HCP Expenses	Exp	(20,000)	(20,000)	(13,328)	(42,009)
E082100	Administration Allocated	Exp	(18,224)	(18,224)	(12,144)	(12,149)
E082110	Meals on Wheels Expenditure	Exp	0	0	0	0
E082190	Depreciation - Homecare	Exp	(19,660)	(19,660)	(13,104)	(14,674)
			(753,433)	(753,433)	(519,448)	(539,974)
	<b>Other Welfare</b>					
I083010	Wagin Frail Aged Reimb	Inc	9,472	9,472	9,472	9,226
I083040	Seniors Xmas Lunch Income	Inc	0	0	0	0
			9,472	9,472	9,472	9,226
E083010	Wagin Frail Aged Exp	Exp	(9,472)	(9,472)	(9,472)	(9,677)
E083020	Seniors Xmas Lunch	Exp	0	0	0	0
E083050	Other Welfare Exp	Exp	0	0	0	0

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

17 CHART OF ACCOUNTS

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
			(9,472)	(9,472)	(9,472)	(9,677)
	<b>Total Education &amp; Welfare Income</b>		750,434	750,434	474,640	523,244
	<b>Total Education &amp; Welfare Expenditure</b>		(802,745)	(802,745)	(556,744)	(573,413)
	<b>Community Amenities</b>					
	<b>Sanitation - Household Refuse</b>					
I101005	Domestic Collection	Inc	278,240	278,240	278,240	278,791
I102020	Refuse Site Fees	Inc	20,000	20,000	13,328	14,915
			298,240	298,240	291,568	293,706
E101005	Domestic Refuse Collection	Exp	(55,279)	(55,279)	(36,848)	(33,041)
E101006	Green Waste Collection	Exp	(28,153)	(28,153)	(18,768)	(15,807)
E101010	Recycling Residential	Exp	(67,514)	(67,514)	(45,008)	(40,418)
E101015	Refuse Site Mtce	Exp	(161,637)	(161,637)	(107,778)	(111,488)
E101025	Refuse Site Attendant	Exp	0	0	0	0
			(312,583)	(312,583)	(208,402)	(200,754)
	<b>Sanitation - Other</b>					
I102002	Commercial Collection Charges	Inc	69,930	69,930	69,930	69,560
I102005	Reimbursement Drummuster	Inc	1,000	1,000	0	472
I102010	Charges Bulk Rubbish	Inc	16,000	16,000	10,664	11,520
			86,930	86,930	80,594	81,552
E102005	Commercial Collection	Exp	(16,636)	(16,636)	(11,088)	(9,740)
E102010	Bulk Cardboard Collection	Exp	(19,129)	(19,129)	(12,752)	(10,360)
E102020	Recycling Commercial	Exp	(15,703)	(15,703)	(10,464)	(8,260)
E101020	Chemical Drum Disposal Costs	Exp	(1,000)	(1,000)	(1,000)	0
E102035	Refuse Site Rehabilitation	Exp	0	0	0	0
E102190	Depreciation - Sanitation	Exp	(15,710)	(15,710)	(10,472)	(4,377)
			(68,178)	(68,178)	(45,776)	(32,737)
	<b>Sewerage</b>					
I104005	Septic Tank Fees	Inc	0	0	0	429
			0	0	0	429
E104005	Sewerage Treatment Plant	Exp	(50)	(50)	(32)	(35)
			(50)	(50)	(32)	(35)
	<b>Regional Refuse Group</b>					
I102006	Regional Refuse Group	Inc	0	0	0	0
			0	0	0	0
	<b>Regional Refuse Group</b>					
E102007	Regional Refuse Group Expenses	Exp	0	0	0	0
			0	0	0	0



**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
<b>Town Planning</b>						
I106005	Planning Fees	Inc	4,000	4,000	2,664	2,863
			4,000	4,000	2,664	2,863
E106005	Town Planning Expenses	Exp	(15,000)	(15,000)	(10,000)	(4,131)
E106100	Administration Allocated	Exp	(61,484)	(61,484)	(40,984)	(40,989)
			(76,484)	(76,484)	(50,984)	(45,120)
<b>Other Community Amenities</b>						
I107005	Cemetery Fees	Inc	15,500	15,500	10,328	15,527
I107010	Community Bus Income	Inc	4,000	4,000	2,656	1,511
I107025	Other Community Amenities Contributions	Inc	0	0	0	0
			19,500	19,500	12,984	17,038
E107005	Cemetery Mtce	Exp	(42,585)	(42,585)	(28,412)	(34,404)
E107010	Public Convenience Mtce	Exp	(57,850)	(57,850)	(38,646)	(35,291)
E107015	Community Bus Operating	Exp	(3,000)	(3,000)	(1,992)	(2,008)
E107100	Administration Allocated	Exp	(94,848)	(94,848)	(63,232)	(63,232)
E107190	Depreciation - Other Comm Amenities	Exp	(37,135)	(37,135)	(24,752)	(34,952)
			(235,418)	(235,418)	(157,034)	(169,887)
<b>Total Community Amenities Income</b>			408,670	408,670	387,810	395,588
<b>Total Community Amenities Expenditure</b>			(692,713)	(692,713)	(462,228)	(448,533)
<b>Recreation &amp; Culture</b>						
<b>Public Halls &amp; Civic Centres</b>						
I111005	Town Hall Hire	Inc	1,500	1,500	1,000	622
I111010	Reimbursements	Inc	0	0	0	0
I111015	Town Hall Lease -L Piesse	Inc	0	0	0	0
			1,500	1,500	1,000	622
E111005	Town Hall Mtce	Exp	(53,000)	(53,000)	(36,894)	(19,720)
E111010	Other Halls Mtce	Exp	(9,500)	(9,500)	(6,876)	(8,046)
E111190	Depreciation - Public Halls	Exp	(202,900)	(202,900)	(135,272)	(136,794)
			(265,400)	(265,400)	(179,042)	(164,560)
<b>Swimming Pool</b>						
I112010	Swimming Pool Admission	Inc	25,000	25,000	21,250	16,536
I112015	Swimming Pool Miscellaneous Income	Inc	0	0	0	0
I112020	Reimbursements	Inc	0	0	0	0
I112025	CSRFF Grant - Swim Pool Stage 2	Inc	0	0	0	0
			25,000	25,000	21,250	16,536
E112005	Pool Staff Salary	Exp	(104,198)	(104,198)	(72,128)	(95,026)
E112008	Pool Leave/Wages Liability	exp	0	0	0	0
E112010	Superannuation	Exp	(13,025)	(13,025)	(9,010)	(9,311)
E112015	Swimming Pool Maintenance	Exp	(128,725)	(128,725)	(87,064)	(99,054)
E112020	Swimming Pool Other Expenses	Exp	(4,000)	(4,000)	(2,656)	(2,862)
E112040	Swimming Pool Contract Staff	Exp	(16,825)	(16,825)	(16,824)	(5,585)

**SHIRE OF WAGIN**  
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**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E113076	Interest on Loan 139 - Swimming Pool	Exp	(8,784)	(8,784)	(6,588)	(5,864)
E112190	Depreciation - Swimming Pools	Exp	(204,900)	(204,900)	(136,600)	(150,389)
			(480,457)	(480,457)	(330,870)	(368,091)
	<b>Other Recreation &amp; Sport</b>					
I113005	Sportsground Rental	Inc	8,795	8,795	4,397	2,618
I113010	Sportsground Reimbursements	Inc	0	0	0	0
I113015	Power Reimbursements	Inc	5,000	5,000	3,328	1,095
I113020	Recreation Centre Hire	Inc	4,000	4,000	2,664	777
I113025	Reimbursements Other	Inc	1,000	1,000	1,000	837
I113030	Rec Centre Equipment Contributions	Inc	1,800	1,800	0	0
I113035	Sporting Club Leases	Inc	2,000	2,000	2,000	1,505
I113040	Other Recreation & Sport Contributions	Inc	348,962	348,962	45,000	85,848
I113055	Eric Farrow Pavillion Hire	Inc	5,000	5,000	3,328	3,410
I113065	Community Gym Membership	Inc	13,000	13,000	8,664	8,920
I113079	SS Loan 142 - Interest & Gtee Fee Revenue	Inc	3,585	3,585	0	1,881
			393,142	393,142	70,381	106,891
E113005	Sportsground Mtce	Exp	(139,350)	(139,350)	(92,856)	(68,011)
E113010	Sportsground Building Mtce	Exp	(31,656)	(31,656)	(24,272)	(28,661)
E113015	Wetlands Park Mtce	Exp	(69,400)	(69,400)	(46,240)	(50,592)
E113020	Parks & Gardens Mtce	Exp	(76,020)	(76,020)	(50,488)	(46,433)
E113025	Puntapin Rock Mtce	Exp	(515)	(515)	(320)	(103)
E113030	Recreation Centre Mtce	Exp	(96,220)	(96,220)	(67,228)	(49,233)
E113035	Rec Staff Salaries	Exp	(4,000)	(4,000)	(2,764)	(988)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	0	0
E113040	Superannuation	Exp	0	0	0	0
E113045	Other Expenses	Exp	(6,000)	(9,425)	(8,606)	(9,268)
E113050	Norring Lake Mtce	Exp	(6,670)	(6,670)	(4,424)	(4,351)
E113055	Other Rec & Sport Grant Funds Exp	Exp	0	0	0	(5,760)
E113065	Eric Farrow Pavilion Mtce	Exp	(30,420)	(30,420)	(21,338)	(24,231)
E113070	Rec Centre Sports Equipment	Exp	(4,000)	(4,000)	(2,664)	(679)
E113075	Interest on Loan 131 - Rec Centre	Exp	0	0	0	0
E113078	Interest on Loan 142 - SSL Bowls Club	Exp	(3,586)	(3,586)	(2,392)	(1,675)
E113095	Community Gym Expenditure	Exp	(10,700)	(10,700)	(7,112)	(6,606)
E113115	Bowls Club Financial Assistance	Exp	0	0	0	0
E113100	Administration Allocated	Exp	(195,854)	(195,854)	(130,568)	(130,569)
E113190	Depreciation - Other Rec & Sport	Exp	(396,370)	(396,370)	(264,240)	(259,513)
			(1,070,761)	(1,074,186)	(725,512)	(686,673)
	<b>Library</b>					
I115005	Lost Books	Inc	0	0	0	0
I115010	Reimbursements & Grants	Inc	10,900	10,900	7,264	793
			10,900	10,900	7,264	793
E115005	Library Staff Salaries	Exp	(59,102)	(59,102)	(40,906)	(41,801)
E115008	Library Leave/Wages Liability	Exp	0	0	0	0
E115010	Superannuation	Exp	(6,797)	(6,797)	(4,700)	(2,581)
E115013	Staff Training	Exp	(6,500)	(6,500)	(4,328)	(738)

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
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**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E115015	Court House (Library) Maintenance	Exp	(13,630)	(13,630)	(9,784)	(14,095)
E115020	Library Other Expenses	Exp	(5,000)	(5,000)	(3,288)	(1,517)
E115025	Public Library Materials Funding (Grant) Expenses	Exp	(10,900)	(10,900)	(7,264)	0
E115030	Library IT	Exp	(5,000)	(5,000)	(4,998)	(4,269)
E115035	Postage & Freight	Exp	0	0	0	(278)
E115190	Depreciation - Libraries	Exp	(16,300)	(16,300)	(10,864)	(2,708)
			(123,229)	(123,229)	(86,132)	(67,987)
	<b>Other Culture</b>					
I116035	Long Table Experience Income	Inc	0	0	0	0
I116065	Electronic Sign Advertising Income	Inc	1,500	1,500	1,000	932
I119015	Contribution to Woolorama	Inc	0	0	0	0
I119020	Reimbursements	Inc	0	0	0	0
I119030	Community Events Income	Inc	10,000	10,000	6,664	11,284
I119031	Other Culture Grant Funds	Inc	101,821	101,821	59,332	44,985
I113078	SS Loan 141 - Interest & Gtee Fee Reimbursement	Inc	1,872	1,872	936	1,039
			115,193	115,193	67,932	58,240
E116005	Subsidy Woolorama Committee	Exp	(500)	(500)	(500)	0
E116010	Woolorama Costs & Maintenance	Exp	(70,000)	(70,000)	(46,656)	(27,325)
E113077	Interest on Loan 141 - SSL Wagin Ag	Exp	(1,872)	(1,872)	(936)	(848)
E116015	Community Centre Mtce	Exp	(14,825)	(14,825)	(9,856)	(11,005)
E116020	Historical Village	Exp	(2,600)	(2,600)	(1,728)	(2,387)
E116025	Heritage Review	Exp	(12,130)	(12,130)	(12,128)	0
E116035	Long Table Experience Expenditure	Exp	0	0	0	0
E116045	Community Development Events	Exp	(44,000)	(44,000)	(44,000)	(36,240)
E116046	Community Development Equipment Maintenance	Exp	0	0	0	0
E116055	Other Culture Grant Funds Exp	Exp	(10,000)	(10,000)	(10,000)	(8,320)
E116060	Betty Terry Theatre Expenditure	Exp	(4,240)	(4,240)	(2,808)	(2,409)
E116065	Electronic Sign Maintenance	Exp	(4,500)	(4,500)	(2,984)	(3,334)
E116070	Court House Maintenance (Now use E115015 Instead)	Exp	0	0	0	0
E116075	Other Culture Building Maintenance	Exp	(14,600)	(14,600)	(12,448)	(10,365)
E116190	Depreciation - Other Culture	Exp	(107,310)	(107,310)	(71,536)	(26,924)
			(286,577)	(286,577)	(215,580)	(129,157)
	<b>Total Recreation &amp; Culture Income</b>		545,735	545,735	167,827	183,082
	<b>Total Recreation &amp; Culture Expenditure</b>		(2,226,424)	(2,229,849)	(1,537,136)	(1,416,470)
	<b>Transport</b>					
	<b>Streets Roads Bridges &amp; Depot Construction</b>					
I121005	Direct Road Grants	Inc	190,170	190,170	190,170	190,170
I121010	Road Project Grants	Inc	445,050	445,050	275,649	204,768
I121015	Roads to Recovery Grant	Inc	549,364	549,364	274,682	0
I121020	Reimbursements	Inc	0	0	0	0
I121025	Contribution - Street Lighting	Inc	7,600	7,600	0	0
I121070	Roads Grants - Other	Inc	74,251	74,251	0	0
I121076	LRCIP Funding - Road Construction	Inc	201,289	201,289	100,644	110,594
I147125	Storm Damage Reimbursements	Inc	0	0	0	0

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
			1,467,724	1,467,724	841,145	505,532
	<b>Streets Roads Bridges &amp; Depot Maintenance</b>					
I122055	Diesel Fuel Rebate Income	Inc	40,000	40,000	26,664	34,804
			40,000	40,000	26,664	34,804
E122005	Road Maintenance & Maintenance Grading	Exp	(320,000)	(320,000)	(213,320)	(245,629)
E122006	Maintenance Grading	Exp	0	0	0	0
E122007	Rural Tree Pruning	Exp	(70,000)	(70,000)	(46,656)	(64,020)
E122008	Rural Spraying	Exp	(10,000)	(10,000)	(6,648)	(8,369)
E122009	Town Site Spraying	Exp	(20,000)	(20,000)	(13,328)	(18,040)
E122010	Depot Mtce	Exp	(20,740)	(20,740)	(14,656)	(18,025)
E122011	Town Reserve & Verge Mtce	Exp	(12,500)	(12,500)	(8,320)	(7,711)
E122012	Bridge & Drainage Mtce	Exp	(22,500)	(22,500)	(14,992)	(4,140)
E122015	Rural Numbering	Exp	0	0	0	0
E122020	Footpath Mtce	Exp	(5,000)	(5,000)	(3,320)	(329)
E122025	Street Cleaning	Exp	(40,000)	(40,000)	(26,656)	(19,506)
E122030	Street Trees	Exp	(83,320)	(83,320)	(55,528)	(49,287)
E122035	Traffic & Street Signs Mtce	Exp	(4,000)	(4,000)	(2,656)	(1,614)
E122045	Townscape	Exp	(40,000)	(40,000)	(26,640)	(26,414)
E122050	Crossovers	Exp	(500)	(500)	(320)	(745)
E122055	RAMM Roads Database	Exp	(10,000)	(10,000)	(4,999)	(8,112)
E122060	Street Lighting	Exp	(70,000)	(70,000)	(46,064)	(49,231)
E122070	Fire Damage - Road Reserve	Exp	0	0	0	(26,252)
E122090	Graffiti Removal	Exp	0	0	0	(439)
E122100	Administration Allocated	Exp	(89,458)	(89,458)	(59,632)	(59,639)
E122105	Loss on Sale of Asset	Exp	0	0	0	0
E122190	Depreciation - Roads	Exp	(1,910,082)	(1,910,082)	(1,273,392)	(1,279,719)
E147120	Storm Damage - Not Claimable	Exp	0	0	0	0
			(2,728,100)	(2,728,100)	(1,817,127)	(1,887,221)
	<b>Road Plant Purchases</b>					
I122100	Profit on Sale of Asset	Inc	0	0	0	9,613
			0	0	0	9,613
E123010	Loss on Sale of Asset	Exp	(10,846)	(10,846)	0	0
			(10,846)	(10,846)	0	0
	<b>Aerodrome</b>					
I126015	Aerodrome Reimbursements/Grants	Inc	0	0	0	0
I126020	Aerodrome Hangar Lease	Inc	10,964	10,964	8,223	8,270
			10,964	10,964	8,223	8,270
E126005	Aerodrome Maintenance	Exp	(13,583)	(13,583)	(9,040)	(10,301)
E126190	Depreciation - Aerodromes	Exp	(47,112)	(47,112)	(31,408)	(31,365)
			(60,695)	(60,695)	(40,448)	(41,666)
	<b>Total Transport Income</b>		1,518,688	1,518,688	876,032	558,219
	<b>Total Transport Expenditure</b>		(2,799,641)	(2,799,641)	(1,857,575)	(1,928,887)

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
<b>Economic Services</b>						
<b>Rural Services</b>						
I131020	Landcare Reimbursements	Inc	79,654	79,654	53,104	62,840
			79,654	79,654	53,104	62,840
E131020	Landcare	Exp	(108,730)	(108,730)	(72,472)	(61,767)
E131030	Rural Towns Program	Exp	(7,500)	(7,500)	(4,976)	(7,210)
E131100	Administration Allocated	Exp	(32,603)	(32,603)	(21,728)	(21,735)
E131140	Water Management Plan / Harvesting	Exp	(12,000)	(12,000)	(7,976)	(8,586)
E131190	Depreciation - Rural Services	Exp	0	0	0	0
			(160,833)	(160,833)	(107,152)	(99,298)
<b>Tourism &amp; Area Promotion</b>						
I132005	Caravan Park Fees	Inc	65,000	65,000	43,328	45,424
I132010	Reimbursements	Inc	1,000	1,000	664	0
I132015	RV Area Fees	Inc	7,500	7,500	5,000	3,547
I132035	Tourism Income	Inc	0	0	0	0
			73,500	73,500	48,992	48,971
E132015	Caravan Park Manager Salary	Exp	(35,958)	(35,958)	(24,886)	(24,027)
E132018	Superannuation	Exp	(2,985)	(2,985)	(2,062)	(2,576)
E132020	Caravan Park Mtce	Exp	(49,080)	(49,080)	(32,688)	(29,655)
E132023	Caravan Leave/Wages Liability	Exp	0	0	0	0
E132025	Subsidy Historic Village	Exp	(8,500)	(8,500)	(8,500)	0
E132035	RV Area Maintenance	Exp	(13,000)	(13,000)	(8,648)	(5,250)
E132040	Tourism Promotion & Subscripts	Exp	(21,000)	(21,000)	(13,992)	(16,770)
E132050	Administration Allocated	Exp	(115,703)	(115,703)	(77,128)	(77,135)
E132190	Depreciation - Tourism	Exp	(18,840)	(18,840)	(12,560)	(6,993)
			(265,066)	(265,066)	(180,464)	(162,406)
<b>Building Control</b>						
I133005	Building Licenses	Inc	4,000	4,000	2,664	5,111
I133010	Swimming Pool Inspection Fees	Inc	0	0	0	0
			4,000	4,000	2,664	5,111
E133005	Building Surveyor Salary	Exp	(9,734)	(9,734)	(6,734)	(4,080)
E133007	Building Surveyor Leave/Wages Liability	Exp	0	0	0	0
E133008	Building Surveyor Superannuation	Exp	(1,119)	(1,119)	(774)	(469)
E133010	Swimming Pool Inspections	Exp	(1,000)	(1,000)	(1,000)	0
E133100	Administration Allocated	Exp	(43,553)	(43,553)	(29,032)	(29,035)
			(55,406)	(55,406)	(37,540)	(33,584)
<b>Other Economic Services</b>						
I134005	Water Sales	Inc	40,000	40,000	26,664	7,793
			40,000	40,000	26,664	7,793
E134005	Water Supply - Standpipes	Exp	(40,000)	(40,000)	(26,640)	(12,929)
E134020	Land Sale Costs	Exp	(500)	(500)	(328)	0

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E134190	Depreciation - Other Economic Services	Exp	(2,055)	(2,055)	(1,368)	(1,366)
			(42,555)	(42,555)	(28,336)	(14,295)
	<b>Total Economic Services Income</b>		197,154	197,154	131,424	124,715
	<b>Total Economic Services Expenditure</b>		(523,860)	(523,860)	(353,492)	(309,583)
	<b>Other Property &amp; Services</b>					
	<b>Private Works</b>					
I141005	Private Works Income	Inc	20,000	20,000	13,328	17,432
			20,000	20,000	13,328	17,432
E141005	Private Works	Exp	(15,000)	(15,000)	(9,984)	(9,206)
E141100	Administration Allocated	Exp	(4,043)	(4,043)	(2,688)	(2,695)
			(19,043)	(19,043)	(12,672)	(11,901)
	<b>Public Works Overheads</b>					
I143020	Reimbursements	Inc	0	0	0	0
I143040	Workers Compensation	Inc	56,586	56,586	37,728	41,680
			56,586	56,586	37,728	41,680
E143005	Engineering Salaries	Exp	(105,950)	(105,950)	(73,350)	(71,835)
E143007	Engineering Administration Salaries	Exp	(66,185)	(66,185)	(45,818)	(56,905)
E143008	Works Leave/Wages Liability	Exp	0	0	0	0
E143009	Housing Allowance Works	Exp	(17,500)	(17,500)	(12,114)	(14,992)
E143010	Engineering Consultant	Exp	(28,000)	(28,000)	(28,000)	(14,118)
E143015	CEO's Salary Allocation	Exp	0	0	0	0
E143020	Engineering Superannuation	Exp	(126,560)	(126,560)	(87,616)	(86,176)
E143025	Engineering - Other Expenses	Exp	(5,000)	(5,000)	(3,320)	(1,724)
E143030	Sick Holiday & Allowances Pay	Exp	(206,331)	(206,331)	(137,552)	(121,239)
E143040	Workers Compensation	Exp	(56,585)	(56,585)	(39,170)	(45,441)
E143045	Insurance on Works	Exp	(38,550)	(38,550)	(38,548)	(41,769)
E143050	Protective Clothing	Exp	(8,000)	(8,000)	(5,328)	(2,821)
E143055	Fringe Benefits	Exp	(500)	(500)	0	0
E143060	CEO's Vehicle Allocation	Exp	0	0	0	0
E143065	MOW - Vehicle Expenses	Exp	(8,000)	(8,000)	(5,328)	(4,217)
E143075	Telephone Expenses	Exp	(1,500)	(1,500)	(1,000)	(229)
E143080	Staff Licenses	Exp	(500)	(500)	(328)	(306)
E143085	Safety Equipment & Meetings	Exp	(5,000)	(5,000)	(3,328)	(1,152)
E143090	Conferences & Courses	Exp	(1,500)	(1,500)	(1,000)	(1,536)
E143095	Staff Training	Exp	(15,000)	(15,000)	(9,992)	(1,636)
E143105	Administration Allocated	Exp	(35,040)	(35,040)	(23,360)	(23,360)
E143200	LESS PWOH ALLOCATED	Exp	669,116	669,116	446,072	499,849
			(56,585)	(56,585)	(69,080)	10,393
	<b>Plant Operation Costs</b>					
I144005	Sale of Scrap	Inc	500	500	328	0
I144010	Reimbursements	Inc	0	0	0	3,452
			500	500	328	3,452

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E144010	Fuel & Oils	Exp	(180,000)	(180,000)	(119,992)	(129,607)
E144020	Tyres & Tubes	Exp	(20,000)	(20,000)	(13,328)	(16,991)
E144030	Parts & Repairs	Exp	(75,000)	(75,000)	(49,984)	(59,209)
E144040	Plant Repair - Wages	Exp	(30,000)	(30,000)	(19,992)	(18,892)
E144050	Insurance and Licences	Exp	(36,500)	(36,500)	(36,500)	(36,438)
E144060	Minor Tools and Consumables	Exp	(10,000)	(10,000)	(6,664)	(2,430)
E144065	MV Insurance Claim Expenses	Exp	(1,000)	(1,000)	(664)	0
E144075	Minor Plant & Equipment <\$5000	Exp	(8,000)	(8,000)	(5,328)	(5,211)
E144200	LESS POC ALLOCATED-PROJECTS	Exp	360,000	360,000	240,000	218,081
			(500)	(500)	(12,452)	(50,697)
<b>Salaries &amp; Wages</b>						
E146010	Gross Salaries, Allowances & Super	Exp	(2,988,995)	(2,988,995)	(2,069,300)	(2,081,356)
E146200	Less Sal , Allow, Super Allocated	Exp	2,988,995	2,988,995	2,069,300	2,081,356
			0	0	0	0
<b>Unclassified</b>						
I147005	Commission - Vehicle Licensing	Inc	50,000	50,000	33,328	29,276
I147006	Commission - TransWA	Inc	500	500	328	143
I147007	Reimbursement - OHS	Inc	0	0	0	0
I147035	Banking errors	Inc	0	0	0	0
I147050	Council Staff Housing Rental	Inc	7,800	7,800	5,200	5,400
I147065	Insurance Reimbursement	Inc	0	0	0	0
I147070	Council Housing Reimbursements	Inc	3,500	3,500	2,328	3,137
I147085	NAB Buiding Rent	Inc	8,886	8,886	5,928	6,126
I147120	Charge on Private use of Shire Vehicle	Inc	0	0	0	0
I147121	Reimbursement - Community Requests	Inc	0	0	0	0
			70,686	70,686	47,112	44,082
E147015	Community Requests & Events - CEO Allocation	Exp	(3,000)	(3,000)	(2,000)	(100)
E147035	Banking Errors	Exp	0	0	0	0
E147050	Council Housing Maintenance	Exp	(78,990)	(78,990)	(54,964)	(45,595)
E147051	Interest on Loan 137 - Staff Housing	Exp	(5,874)	(5,874)	(3,912)	(3,584)
E147052	Interest on Loan 138 - Doctor Housing	Exp	(1,818)	(1,818)	(909)	(905)
E147055	Consultants / Contractors	Exp	(46,000)	(42,575)	(23,963)	(17,588)
E147070	4WD Resource Sharing Group	Exp	(1,000)	(1,000)	(656)	0
E147075	Employee Assistance	Exp	0	0	0	(3,462)
E147090	Building Maintenance	Exp	(2,200)	(2,200)	(1,472)	(5,396)
E147100	Administration Allocated	Exp	(200,559)	(200,559)	(133,704)	(133,706)
E147105	Cost to Sell Council Property	Exp	0	0	0	(3,657)
E147115	Occupational Health & Safety (OHS)	Exp	(10,000)	(10,000)	(6,656)	(5,268)
E147130	Depreciation - Unclassified	Exp	(137,300)	(137,300)	(91,536)	(107,199)
E147140	Loss on Sale of Asset	Exp	0	0	0	(8,000)
E147150	Community Requests Budget	Exp	(25,000)	(25,000)	(16,656)	(14,600)
E147151	Community Donations/Sponsorship	Exp	(3,500)	(3,500)	(2,328)	(130)
			(515,241)	(511,816)	(338,756)	(349,190)
<b>Total Other Property &amp; Services Income</b>			147,772	147,772	98,496	106,646

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

17 CHART OF ACCOUNTS

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
	Total Other Property & Services Expenditure		(591,369)	(587,944)	(432,960)	(401,395)
	Total Income		7,086,957	7,086,957	5,388,870	5,152,035
	Total Expenditure		(9,135,732)	(9,135,732)	(6,266,381)	(6,226,427)
	Net Deficit (Surplus)		(2,048,775)	(2,048,775)	(877,512)	(1,074,392)



## 8.1.2 SCHEDULE OF PAYMENTS – FEBRUARY 2025

AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	FM.FI.1
ATTACHMENTS:	Schedule of Payments

### OFFICER RECOMMENDATION

That Council **RECEIVE** the list of accounts paid by the Chief Executive Officer under delegated authority, during February 2025:

- **EFT Payments EFT15829 – EFT15954 and Direct Debit Payments DD6101.1 – DD6138.27 from the Municipal Account totalling \$652,009.52.**
- **Credit card Payments totalling \$4,899.72.**

### BRIEF SUMMARY

This item presents the schedule of payments made during February 2025 for Council approval in accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996.

### BACKGROUND/COMMENT

The Local Government has delegated authority to the CEO to make payments from the municipal fund or the restricted fund as required. A list of all the payments is to be prepared each month showing all accounts paid since the last list was prepared.

All accounts paid have been fully checked and are supported by purchase orders and certified as to the receipt of goods and/or services and compliant with the Shire of Wagin purchasing policy.

### CONSULTATION/COMMUNICATION

Nil

### STATUTORY/LEGAL IMPLICATIONS

#### Local Government (Financial Management) Regulations 1996

#### Regulation 13

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

- (b) the amount of the payment;
  - (c) the date of the payment; and
  - (d) sufficient information to identify the transaction.
- 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;
    - (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 subregulation (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**

Nil

### **FINANCIAL IMPLICATIONS**

All expenditure has been approved via adoption of the 2024/25 Annual Budget or resulting from a Council Motion for a budget amendment.

### **STRATEGIC IMPLICATIONS**

Nil

### **VOTING REQUIREMENTS**

Simple Majority

**SHIRE OF Wagin**  
**STATEMENT OF PAYMENTS**  
**For the Period Ended 28 February 2025**

**Municipal Funds Account - List of Payments**

Chq/EFT	Date	Name	Description	Amount
<b>EFT Payments</b>				
EFT15829	06/02/2025	3e Advantage Pty Limited	Photocopier Charges - January 2025	(1,051.91)
EFT15830	06/02/2025	Amy Kippin	Reimbursement for Food - Wedgecarrup Fire	(345.00)
EFT15831	06/02/2025	Arcus Australia Pty Ltd	Deep Fryers and Griddle - Recreation Centre	(12,741.30)
EFT15832	06/02/2025	Australia Post	Postage - January 2025	(397.01)
EFT15833	06/02/2025	B L Woodhouse	Plant Repairs - Various	(2,079.00)
EFT15834	06/02/2025	BP Australia Pty Ltd	Diesel - Town Bushfire Truck (W003) and Piesseville Bushfire Truck (1EPA139)	(746.13)
EFT15835	06/02/2025	Bunnings Group Ltd (Australia)	12x Marquee Steel Sling Chairs - CWA Community Garden	(816.88)
EFT15836	06/02/2025	Chefmaster Australia	Bin Liners - Wetlands and Trent Street Public Toilets	(250.00)
EFT15837	06/02/2025	Cutting Edges	Grader Blades - Rowells Road	(2,521.20)
EFT15838	06/02/2025	David Gray and Co Pty Ltd	Recycling Bins	(391.25)
EFT15839	06/02/2025	Donna Marie George	Reimbursement for Meals	(14.00)
EFT15840	06/02/2025	Fuel Distributors Of WA Pty Ltd	Fuel for Fuel Tank - Wedgecarrup Fire and Town Bushfire Truck (W003)	(4,697.18)
EFT15841	06/02/2025	G and M Detergents and Hygiene Services Albany	Cleaning Products - Swimming Pool	(429.73)
EFT15842	06/02/2025	GA and NA Kirk	Supply Sand - Cemetery	(326.70)
EFT15843	06/02/2025	Goodyear Autocare Wagin	New Tyre - Aggrizzi Road Broom (P29)	(113.00)
EFT15844	06/02/2025	Great Southern Fuel Supply	Unleaded Fuel - Darkan Homecare Vehicle (P86)	(72.20)
EFT15845	06/02/2025	Hall Electrical and Data Services	Supply and Install New Airconditioning Unit - 68 Khedive Street / Services Air Conditioners - Various Venues and Residential Houses / Remove and Install New Pump - Swimming Pool / Replace Transformer - Electronic Sign / Install LED Weatherproof Batters - Education Pavilion / Install Bathroom Exhaust Fan - 32 Ballagin Street / Install Ethernet Ports - Homecare / Resolve Pump Power Issue - Wetlands Public Toilets	(17,535.20)
EFT15846	06/02/2025	Hart Sport	Soccer Balls - Recreation Centre	(136.60)
EFT15847	06/02/2025	Helen Miguel	Bond Refund - Gym Fob	(50.00)
EFT15848	06/02/2025	Hersey's Safety Pty Ltd	DyMark Paint - Piesseville Tarwonga Road	(114.40)
EFT15849	06/02/2025	Ian Mcdougall	Reimbursement for Diesel - Wedgecarrup Fire Truck	(195.85)
EFT15850	06/02/2025	ICTouch Pty Ltd	NBN Services - Medical Centre - February 2025	(540.00)
EFT15851	06/02/2025	IT Vision	Synergysoft - Apache Tomcat 9.0.98 - Update	(554.40)
EFT15852	06/02/2025	Jason Vincent Catchpole	Bond Refund - Gym Fob	(50.00)
EFT15853	06/02/2025	Johnsons WA Pty Ltd	Bond Refund - Community Bus	(150.00)
EFT15854	06/02/2025	Kerry Enright Cleaning Services	Carpet Cleaning - Swimming Pool and Community Gym	(650.00)
EFT15855	06/02/2025	Leisure Institute Of WA Aquatic	LIWA Pool Manager Conference - Staff	(260.00)
EFT15856	06/02/2025	Leslie Hinton Entertainment	Provide Music - Australia Day Event	(666.00)
EFT15857	06/02/2025	Liberty Oil Australia Pty Ltd	Diesel - Stock	(9,131.00)
EFT15858	06/02/2025	Lite N' Easy Perth Pty Ltd	HCP Client Expense	(83.12)
EFT15859	06/02/2025	Michelle Muller	Bond Refund - Gym Fob	(50.00)
EFT15860	06/02/2025	Narrogin Toyota	Repairs to Braking System - Toyota Hilux Workmate (P24)	(209.50)
EFT15861	06/02/2025	Officeworks	Sunscreen - Swimming Pool / Stationery Order - Admin Office	(401.11)
EFT15862	06/02/2025	PSQ Group	Phone Charges - Admin Office, Works Depot, Library and Rec Centre - January 2025	(151.97)
EFT15863	06/02/2025	Palace Hotel	Pizzas - Wedgecarrup Fire	(730.00)
EFT15864	06/02/2025	Property Supervision Services	Homecare Gardening Service	(3,441.60)
EFT15865	06/02/2025	Ray Ford Signs ( Powerhouse Signs)	Blank Banner - Tourism / Plaque - Wetlands Park Emu / A Frame Signs - Bushfire Brigades	(764.50)
EFT15866	06/02/2025	Robert Hirschmann	Art Project - Steel Emu Statue - Australia Day	(7,500.00)
EFT15867	06/02/2025	Sea Breeze Ice Creams	Ice-cream - Australia Day Event	(260.00)
EFT15868	06/02/2025	Sigma Chemicals	Chemicals - Swimming Pool	(1,266.10)
EFT15869	06/02/2025	St Luke's Family Practice Wagin	Pre-Employment Medical - Swimming Pool Staff	(198.00)
EFT15870	06/02/2025	Synergy	Synergy Account - Various	(14,112.18)
EFT15871	06/02/2025	Team Global Express Pty Ltd	Freight Costs	(769.15)
EFT15872	06/02/2025	Telstra	Telstra Accounts - Various	(1,446.03)
EFT15873	06/02/2025	Wagin and Herald Street Veterinary Clinics	Microchipping, Sterilisation and Euthanasia - Various Cats/Dogs for Ranger Services	(400.00)
EFT15874	06/02/2025	Wagin Agri Services	Pea Straw - CWA Community Garden	(282.50)
EFT15875	06/02/2025	Wagin Fun-tastic Faces	Apply Glitter Tattoos - Christmas Street Carnival	(500.00)
EFT15876	06/02/2025	Wagin Motel	Auspire Ambassador Accommodation - Australia Day	(320.00)
EFT15877	06/02/2025	Wagin Mowers	Mower Blades - Rover King Mower (P53)	(120.00)
EFT15878	06/02/2025	Wagin Truck Centre	Hydraulic Hoses - Case Loader (P11) / Battery Master Switch - John Deere Tractor (P20) / Hydraulic Fluid - Bobcat (P39)	(555.05)
EFT15879	06/02/2025	Wagin Volunteer Fire Brigade	Lollies - Christmas Santa Delivery	(145.00)
EFT15880	06/02/2025	Wallis Computer Solutions	Fusion Broadband Internet - Admin Office - February 2025 / Business NBN Internet - Admin -February 2025	(466.18)
EFT15881	06/02/2025	Wangeling Nominees Pty Ltd	Community Bus Bond Refund	(150.00)
EFT15882	06/02/2025	Water Corporation	Water Accounts - Various	(19,667.06)
EFT15883	06/02/2025	Western Stabilisers	Cement Stabilise Shoulders - Beaufort Road and Bullock Hills Road	(77,238.92)
EFT15884	06/02/2025	Wuddi Aboriginal Cultural Tours	Bush Food - Australia Day	(2,500.00)
EFT15885	13/02/2025	Australian Services Union	Payroll Deductions	(26.50)
EFT15886	13/02/2025	Services Australia Child Support	Payroll Deductions	(119.02)
EFT15887	17/02/2025	Bankwest	Mastercard to 6 February 2025	(4,249.95)
EFT15888	20/02/2025	M V and T Spooner	Rates Refund	(78.51)
EFT15889	20/02/2025	Alexander Galt And Co Pty Ltd	External Door - CWA Building / Protective Boots - Works Crew / Socket - Works / Dog Biscuits - Pound / Door Hinges - Caravan Park / Cable Ties - Admin / Padlocks, Chain, Rope and Wheelie Bin - Swimming Pool / Gas Bottles, Nuts and Washers - Australia Day Breakfast / Sealant - Cemetery / Cable Ties - Beaufort Road / Lock and Key Cut - Homecare / Barrel Bolt - Community Gym, Wheel and Bolt - Library / Key Cut - Bojanning Park / Camlocks - Bushfire Brigades	(925.08)
EFT15890	20/02/2025	Amanda June Mccagh	Christmas Light Competition Prize	(300.00)
EFT15891	20/02/2025	Ampac Debt Recovery	Debt Recovery - January 2025	(671.13)
EFT15892	20/02/2025	Apps Plumbing and Gas Wagin	Install Pump and Fittings - Piesseville Fire Shed	(1,018.60)
EFT15893	20/02/2025	Ashleigh Marie Bouny	Christmas Lights Competition Prize	(450.00)

EFT15894	20/02/2025	Australian Community Media	Advertising - Woolorama Schedule	(330.00)
EFT15895	20/02/2025	Barrett Exhibition Group Pty Ltd	Display Kit - Tourism	(4,092.00)
EFT15896	20/02/2025	Best Office Systems	Update Photocopier Software - Admin Office	(60.50)
EFT15897	20/02/2025	Bitumen Distributors Pty Ltd	Emulsion - Behn Ord Road	(462.00)
EFT15898	20/02/2025	Bunnings Group Ltd (Australia)	Plants - Wetlands	(397.00)
EFT15899	20/02/2025	CB Traffic Solutions Pty Ltd	Traffic Control - Ballagin / Piesseville-Tarwonga Road	(13,771.11)
EFT15900	20/02/2025	Chefmaster Australia	Bin Liners - Woolorama	(2,086.62)
EFT15901	20/02/2025	Dfab Engineering	Cutting/Welding Emu - Australia Day Grant Funding	(2,172.50)
EFT15902	20/02/2025	Doms Delicatessen Of Wagin	Refreshments - Wedgecarrup Fire / Bags of Ice - Thank a Volunteer Event	(482.00)
EFT15903	20/02/2025	Elders Rural Services Australia Limited	Protective Boots - Works Crew	(341.00)
EFT15904	20/02/2025	EW and RJ Pugh	Pump Septic Tank - Wetlands Park Toilets	(450.00)
EFT15905	20/02/2025	Fulton Hogan Industries Pty Ltd	Two Coat Seal Widening and Seal over Floodway Culvert - Beaufort Road / Two Coat Seal Widening - Bullock Hills Road / Bags of Asphalt - Sportsground	(138,030.20)
EFT15906	20/02/2025	Goodyear Autocare Wagin	New Tyres - DCEO Vehicle (P02) / New Tyres - Toyota Hilux Workmate (P94) / Tyres - Wedgecarrup Fire Truck	(2,510.00)
EFT15907	20/02/2025	Great Southern Waste Disposal	Domestic Refuse Collection and Management Fee - January 2025	(32,383.56)
EFT15908	20/02/2025	Hancocks Home Hardware	Dy-Mark Long Arm Handle - Woolorama Maintenance	(149.00)
EFT15909	20/02/2025	Hersey's Safety Pty Ltd	Marking Paint - Ballagin Road	(114.40)
EFT15910	20/02/2025	Icatcher Digital Signs	Power Supply Units - Electronic Sign	(396.00)
EFT15911	20/02/2025	ICTouch Pty Ltd	Updated Call Queuing Setup - Medical Centre	(110.00)
EFT15912	20/02/2025	Jackson James Stanley Mason	Christmas Lights Competition 1st Prize	(750.00)
EFT15913	20/02/2025	Katherine Becker	Reimbursement for Supplies - Wedgecarrup Fire	(40.50)
EFT15914	20/02/2025	Liberty Oil Australia Pty Ltd	Diesel - Stock	(8,965.00)
EFT15915	20/02/2025	Mcintosh and Son	AdBlue Diesel Exhaust Fluid - Case Loader (P11)	(444.61)
EFT15916	20/02/2025	Mcpest Pest Control	Pest Control - Various Parks and Sportsground Oval	(770.00)
EFT15917	20/02/2025	Narrogin Packaging And Motorcycles	Hire of Cool Room - Wedgecarrup Fire / Disposable Cutlery - Thank a Volunteer Event	(271.00)
EFT15918	20/02/2025	Narrogin Toyota	Repairs to Braking System - Toyota Hilux Workmate (P24)	(418.00)
EFT15919	20/02/2025	PSQ Group	IT Support - Homecare IP Phones	(39.60)
EFT15920	20/02/2025	Palace Hotel	Refreshments - Thank A Volunteer Event / Food - Wedgecarrup Fire / Refreshments - Admin	(2,136.81)
EFT15921	20/02/2025	Property Supervision Services	Homecare Gardening Service	(3,604.20)
EFT15922	20/02/2025	Public Transport Authority	TransWA Tickets minus Agent Commission	(181.67)
EFT15923	20/02/2025	Shire Of Narrogin	Planning Officer - October, November and December 2024 / Ranger Services - January 2025	(1,651.25)
EFT15924	20/02/2025	South West Isuzu	Filters - Isuzu Truck (P40)	(125.31)
EFT15925	20/02/2025	St John Ambulance WA	First Aid Kit and Snake Bandages - Wedgecarrup Fire	(102.50)
EFT15926	20/02/2025	St Luke's Family Practice Management Trust	Management Fee for Wagin Practice - January 2025	(9,166.66)
EFT15927	20/02/2025	St Luke's Family Practice Wagin	Pre-employment Medical - Homecare Staff	(180.00)
EFT15928	20/02/2025	Synergy	Synergy Account - Various	(5,965.74)
EFT15929	20/02/2025	Telstra	Telstra Account - Various	(47.85)
EFT15930	20/02/2025	Tepora Hotene	Reimbursement for Meals - Staff Training	(51.50)
EFT15931	20/02/2025	The Trustee for Environnivate Trust	Water Security Strategy (WSS) - Progress Claim 1	(6,336.00)
EFT15932	20/02/2025	The West Australian	Local Planning Strategy - Advertising in Narrogin Observer	(2,310.00)
EFT15933	20/02/2025	Undercover SW	Lasertag - Christmas Street Carnival	(1,485.00)
EFT15934	20/02/2025	Wagin and Herald Street Veterinary Clinics	Microchipping - Ranger Services	(70.00)
EFT15935	20/02/2025	Wagin Agri Services	Chemical - Sportsground Oval	(660.00)
EFT15936	20/02/2025	Wagin District Farmers Co-operative	Kitchen Refreshments - Admin Office, Library and Works Depot / Breakfast Supplies - Australia Day / Consumables - Homecare / Refreshments - Wedgecarrup Fire	(2,282.40)
EFT15937	20/02/2025	Wagin Meats	Breakfast Supplies - Australia Day	(116.00)
EFT15938	20/02/2025	Wagin Mechanical Repairs	Service - DCEO Vehicle (P02)	(443.20)
EFT15939	20/02/2025	Wagin Truck Centre	Bonnet Latch - Multi Tyre Roller / Oil and 20kg Grease - Works Depot	(2,218.50)
EFT15940	20/02/2025	Wallis Computer Solutions	4 New Desktop Computers - Rates, Counter, Finance and CSO / IT Support - uSecure Cyber Security Systems and Training / Repurpose CEO Laptop for Swimming Pool / Purchase new CEO Laptop	(16,153.27)
EFT15941	20/02/2025	Water Corporation	Water Accounts - Various	(1,927.69)
EFT15942	20/02/2025	Westrac Equipment	Filters - Caterpillar Grader (P10)	(220.67)
EFT15943	20/02/2025	Win Television WA Pty Ltd	Baarts Birthday - Television Advertising	(726.00)
EFT15944	20/02/2025	WT and MR Becker	Supply Gravel - Beaufort Road	(2,673.00)
EFT15945	20/02/2025	Department Of Transport	12 Months Registration - Isuzu Dmax 4x2 (P50)	(423.70)
EFT15946	21/02/2025	Australian Taxation Office	BAS - January 2025	(36,616.00)
EFT15947	25/02/2025	B L Woodhouse	Repairs - Various Plant	(2,904.00)
EFT15948	27/02/2025	Downee, A Division Of Rmd Industries Pty Ltd	Sliding Gate Motor and Remotes - Works Depot	(2,534.66)
EFT15949	27/02/2025	Water Corporation	Water Accounts - Various	(2,344.71)
EFT15950	27/02/2025	Australian Services Union	Payroll Deductions	(26.50)
EFT15951	27/02/2025	Services Australia Child Support	Payroll Deductions	(119.02)
EFT15952	28/02/2025	Construction Training Fund (BCITF)	BCITF - January 2025	(91.75)
EFT15953	28/02/2025	Department Of Mines, Industry Regulation And	BSL - January 2025	(63.50)
EFT15954	28/02/2025	Shire Of Wagin	BSL and BCITF - January 2025	(13.25)
<b>EFT Payments Total</b>				<b>(514,601.61)</b>
<b>Direct Debit Payments</b>				
DD6101.1	13/02/2025	Aware Super	Superannuation Contributions	(6,483.10)
DD6101.2	13/02/2025	BT Panorama	Superannuation Contributions	(163.42)
DD6101.3	13/02/2025	Netwealth Superannuation	Superannuation Contributions	(357.10)
DD6101.4	13/02/2025	Active Super	Superannuation Contributions	(285.75)
DD6101.5	13/02/2025	The Trustee for Trojan Self Managed Super Fund	Superannuation Contributions	(528.85)
DD6101.6	13/02/2025	Future Super	Superannuation Contributions	(210.91)
DD6101.7	13/02/2025	QSuper	Superannuation Contributions	(109.36)
DD6101.8	13/02/2025	Hesta Super Fund	Superannuation Contributions	(749.55)
DD6101.9	13/02/2025	Mercer Super	Superannuation Contributions	(559.56)
DD6128.1	27/02/2025	Aware Super	Superannuation Contributions	(7,336.26)
DD6128.2	27/02/2025	Netwealth Superannuation	Superannuation Contributions	(357.10)
DD6128.3	27/02/2025	Active Super	Superannuation Contributions	(285.75)

DD6128.4	27/02/2025	The Trustee for Trojan Self Managed Super Fund	Superannuation Contributions	(598.56)
DD6128.5	27/02/2025	Future Super	Superannuation Contributions	(210.91)
DD6128.6	27/02/2025	QSuper	Superannuation Contributions	(24.03)
DD6128.7	27/02/2025	Rest Administration	Superannuation Contributions	(1,718.31)
DD6128.8	27/02/2025	Mercer Super	Superannuation Contributions	(784.84)
DD6128.9	27/02/2025	Hesta Super Fund	Superannuation Contributions	(781.85)
DD6138.1	05/02/2025	Department Of Transport	Daily Licensing Takings 03/02/2025	(6,826.80)
DD6138.2	17/02/2025	Department Of Transport	Daily Licensing Takings 13/02/2025	(3,820.70)
DD6138.3	17/02/2025	Sandwai Pty Ltd	Monthly Fee - January 2025	(572.83)
DD6138.4	17/02/2025	Commonwealth Bank of Australia (CBA)	Transaction Fees - January 2025	(69.00)
DD6138.5	18/02/2025	Aussie Broadband Pty Ltd	Broadband - February 2025	(263.00)
DD6138.6	18/02/2025	Commonwealth Bank of Australia (CBA)	CommBiz Fees - January 2025	(11.47)
DD6138.7	18/02/2025	Department Of Transport	Daily Licensing Takings 14/02/2025	(2,444.75)
DD6138.8	20/02/2025	Department Of Transport	Daily Licensing Takings 18/02/2025	(1,745.30)
DD6138.9	21/02/2025	Department Of Transport	Daily Licensing Takings 19/02/2025	(2,172.80)
DD6085.18	03/02/2025	Department Of Transport	Daily Licensing Takings 30/01/2025	(4,851.20)
DD6085.19	02/02/2025	Commonwealth Bank of Australia (CBA)	Merchant Fees - January 2025	(437.54)
DD6085.23	04/02/2025	Department Of Transport	Daily Licensing Takings 31/01/2025	(1,661.50)
DD6101.10	13/02/2025	Rest Administration	Superannuation Contributions	(1,238.34)
DD6101.11	13/02/2025	Australian Super Administration	Superannuation Contributions	(2,087.99)
DD6101.12	13/02/2025	North Personal Superannuation	Superannuation Contributions	(70.54)
DD6101.13	13/02/2025	Prime Super	Superannuation Contributions	(883.46)
DD6101.14	13/02/2025	SmartMonday Prime	Superannuation Contributions	(170.30)
DD6101.15	13/02/2025	Hub24 Super Fund	Superannuation Contributions	(289.42)
DD6128.10	27/02/2025	Australian Super Administration	Superannuation Contributions	(2,428.35)
DD6128.11	27/02/2025	Prime Super	Superannuation Contributions	(615.01)
DD6128.12	27/02/2025	SmartMonday Prime	Superannuation Contributions	(171.95)
DD6128.13	27/02/2025	Hub24 Super Fund	Superannuation Contributions	(371.81)
DD6128.14	27/02/2025	BT Panorama	Superannuation Contributions	(161.66)
DD6138.10	21/02/2025	Payrix	Synergy On Line Transaction Fee	(9.62)
DD6138.11	24/02/2025	Department Of Transport	Daily Licensing Takings 17/02/2025	(6,752.00)
DD6138.12	06/02/2025	Department Of Transport	Daily Licensing Takings 04/02/2025	(4,333.85)
DD6138.13	24/02/2025	Western Australian Treasury Corporation	Loan Repayment #137 - February 2025	(1,907.86)
DD6138.14	25/02/2025	Department Of Transport	Daily Licensing Takings 21/02/2025	(1,694.35)
DD6138.15	26/02/2025	Department Of Transport	Daily Licensing Takings 24/02/2025	(2,038.10)
DD6138.16	27/02/2025	Department Of Transport	Daily Licensing Takings 25/02/2025	(42,328.90)
DD6138.17	28/02/2025	Department Of Transport	Daily Licensing Takings 26/02/2025	(2,958.90)
DD6138.21	07/02/2025	Department Of Transport	Daily Licensing Takings 05/02/2025	(1,535.60)
DD6138.22	10/02/2025	Department Of Transport	Daily Licensing Takings 06/02/2025	(1,526.00)
DD6138.23	11/02/2025	Western Australian Treasury Corporation	Loan Repayment #139 - February 2025	(6,009.05)
DD6138.24	11/02/2025	Department Of Transport	Daily Licensing Takings 07/02/2025	(3,277.70)
DD6138.25	12/02/2025	Department Of Transport	Daily Licensing Takings 10/02/2025	(4,263.90)
DD6138.26	13/02/2025	Department Of Transport	Daily Licensing Takings 11/02/2025	(2,244.75)
DD6138.27	14/02/2025	Department Of Transport	Daily Licensing Takings 12/02/2025	(1,616.40)
<b>Direct Debit Payments Total</b>				<b>(137,407.91)</b>
<b>Municipal Account - Payments Total</b>				<b>(652,009.52)</b>

**SHIRE OF WAGIN  
STATEMENT OF MASTERCARD PAYMENTS  
For the Period Ended 25 February 2025**

Credit Card List of Payments				
Chief Executive Officer - Ken Parker				
Chief Executive Officer - Ken Parker Total				0.00
Deputy Chief Executive Officer - Jonathan Fathers				
Credit Card	29/01/2025	Clatex Wagin	Diesel - Wedgecarrup Fire Recovery	(2,837.85)
Credit Card	14/02/2025	Bunnings	Repairs to Gate - Sportsground / Trolley Replacement Wheels - Eric Farrow / Clothesline Cord - 14 Gordon St / Rake Handle	(223.10)
Credit Card	14/02/2025	Bunnings	Phenyle Outdoor Cleaner - Swimming Pool	(5.50)
Credit Card	14/02/2025	BCF Belmont	Wanderer Gazebos & Umbrella - Bushfire Brigades	(596.96)
Credit Card	14/02/2025	Reece Plumbing Belmont	Wall Handbasin - Sportsground Bar	(193.00)
Credit Card	15/02/2025	Caltex Wattle Grove	Fuel - DCEO Vehicle (P02)	(100.11)
Deputy Chief Executive Officer - Jonathan Fathers Total				(3,956.52)
Manager of Works - Allen Hicks				
Credit Card	13/02/2025	Ink Station	Printer Cartridge - Administration Office	(45.20)
Manager of Works - Allen Hicks Total				(45.20)
Manager of Finance - Donna Fawcett				
Credit Card	20/02/2025	Reece Plumbing Belmont	Freight - Wall Handbasin for Sportsground Bar	(85.00)
Credit Card	21/02/2025	LS Collins Music	Ukulele Instrument - Library	(70.00)
Credit Card	24/02/2025	WA Police	Corporate Firearm Licence Renewal 2025/26	(173.00)
Credit Card	24/02/2025	Guardian Personal Alarms	NDIS Purchase - Falls Alarm - Homecare	(570.00)
Manager of Finance - Donna Fawcett Total				(898.00)
Fees and Charges				
Fees and Charges Total Total				0.00
Credit Card List of Payments Total				(4,899.72)

### 8.1.3 CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

AUTHOR OF REPORT:	Chief Executive Officer
DISCLOSURE OF INTEREST:	NIL
FILE REFERENCE:	CM.CO.1
ATTACHMENTS:	Attachment 1 – Correspondence to and from DBCA regarding establishing Wagin as a site for waterbomber reloading base

#### OFFICER RECOMMENDATION

That Council

1. **NOTES** the Chief Executive Officer's Report.
2. In accordance with section 6.12 of the *Local Government Act 1995* **WAIVES** the fees associated with the RV area and Recreation Centre for BlazeAid and its volunteers for the duration of its work in Wagin related to the 24 January 2025 fire

#### BRIEF SUMMARY

The following report details activities within the CEO portfolio.

#### BACKGROUND/COMMENT

##### *Fire event*

Officers have been making steady progress clearing road reserves in the fire area. The following road reserves have been cleared being Boddington, Queerearrup, Beaufort, Warup South and Harris roads. Norring-Dellyanine and Boyalling roads remain to be cleared.

BlazeAid has established a base at the showgrounds and will be using the RV area and Recreation Centre for an extended period. It is proposed that Council waive the fees associated with the use of the sportsground facilities for Blazeaid and its volunteers for the duration of its work in Wagin related to the 24 January 2025 fire.

Blazeaid's use of the showgrounds will need to be managed to minimise impact on other existing users. Officers have already identified a number of conflicting bookings with long term users and alternative arrangements will need to be put in place to avoid conflict.



### *Wagin Woolorama*

Officers were pleased to support the 2025 edition of the Wagin Woolorama. The Shire's stall was manned throughout the weekend and there were few known logistical challenges across the two days. Very hot conditions on the Friday proved a challenge but positive feedback was received on the carpet tile hire in the recreation centre.

### *Homecare funding*

On 6 March 2025 Officers attended a meeting with the Department of Social Services regarding the Shire's performance against the CHSP criteria. Officers have been working to understand why the figures that the Commonwealth uses to determine if the Shire is meeting targets do not match with the Shire's investment.

It has been known for some time that the Commonwealth may not be receiving accurate reports due to issues with the software used to log hours. In recent weeks the reasons for this issue are becoming better understood and reporting hours are better matching investment.

This is important because the Shire faces a financial risk of being required to repay portions of the Department of Social Services grant for CHSP funds that are considered by the Commonwealth to be 'unspent'.

On 6 March 2025, the Shire received an invoice for the amount of \$10,461 for 'unspent' grants in 2023-24 financial year. Officers are contesting this invoice with the Commonwealth Government.

One of the complexities in relation to this matter is that the CHSP funding is administered by the Department of Social Services which does not appear to have the sustainability of regional aged care service delivery as a primary goal. The Shire has a stronger relationship with the Commonwealth Department of Health and Aged Care which has oversight of aged care service delivery but not powers when it comes to CHSP grants.

The Commonwealth Department of Health and Aged Care have agreed to brief Council at the April 2025 Council Forum regarding changes to homecare provision.

### *Waterbomber forward based - Wagin*

Officers have been advocating for the establishment of Wagin Airfield as a forward reloading base for waterbombers. As Officers have had little success gaining traction with local Department of Biodiversity, Conservation and Attractions management, on 20 February 2025, Officers wrote to the Director General. The attached correspondence was received from the Department.

### *Bowling club lights*

Following Council's decision in February, Officers have been attempting to secure a spot within the contractor's calendar for the installation of the lights.

### **The CEO has attended the following meetings / events for the period since the last report**

<b>Date</b>	<b>Meeting Attended</b>
19 February 2025	DFES post fire debrief
24 February 2025	BlazeAid Information Session
25 February 2025	Ordinary Council Meeting
26 February 2025	Draft Local Planning Strategy – Department of Planning
28 February 2025	Shire of Dumbleyung – Lake Dumbleyung Masterplan
4 March 2025	Wagin Woodanilling Landcare Zone meeting
6 March 2025	Homecare CHSP meeting Department of Social Services
6 March 2025	Official opening Woolorama 2025
7 March 2025	Woolorama 2025 (Tickets privately purchased)
8 March 2025	Woolorama 2025 (Tickets privately purchased)
10 March 2025	Audit entrance meeting
10 March 2025	Resident meeting
11 March 2025	Large Scale Renewable Energy Community Benefits & Engagement Guide Workshop

### **Register of, and records relevant to, delegations to CEO and employees.**

Under Section 5.46 of the *Local Government Act 1995* the CEO must keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

Below is the register of the Delegations undertaken:

<b>Delegation</b>	<b>Exercised by</b>	<b>Date</b>	<b>Matter</b>
20	CEO	20-Feb-25	Creditor Payment
20	CEO	21-Feb-25	Creditor Payment
20	CEO	24-Feb-25	Creditor Payment
20	CEO	25-Feb-25	Creditor Payment
20	CEO	27-Feb-25	Creditor Payment
20	CEO	27-Feb-25	Creditor Payment - Payroll
20	CEO	5-Mar-25	Creditor Payment
37	CEO	6-Mar-25	Small Debt Write off (3 debts - total \$2.75)
20	CEO	6-Mar-25	Creditor Payment
20	CEO	13-Mar-25	Creditor Payment - Payroll





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## **CONSULTATION/COMMUNICATION**

As detailed above

## **STATUTORY/LEGAL IMPLICATIONS**

Nil.

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

Nil.

## **STRATEGIC IMPLICATIONS**

Nil.

## **VOTING REQUIREMENTS**

Simple Majority.



Department of Biodiversity,  
Conservation and Attractions  
Office of the Director General

Our ref: CEO144-25  
Enquiries: Mitchell Davies  
Phone: 0427 193 556  
Email: [mitchell.davies@dbca.wa.gov.au](mailto:mitchell.davies@dbca.wa.gov.au)

Dr Kenneth Parker  
Chief Executive Officer  
Shire of Wagin  
[ceo@wagin.wa.gov.au](mailto:ceo@wagin.wa.gov.au)

Dear Dr Parker

### CONSIDERATION FOR ESTABLISHMENT OF WATERBOMBER FORWARD BASE - WAGIN

Thank you for your letter dated 20 February 2025 seeking consideration of the Wagin Airfield to be established as a forward reloading base for waterbombers.

The Department of Biodiversity, Conservation and Attractions is responsible for the management of fixed-wing water bombers including the establishment of forward bases across Western Australia and acknowledges the importance of strategically located bases to enhance its firefighting capabilities.

Several factors are considered when determining the suitability of a forward base. These include infrastructure, a volunteer source for reloaders as well as spread of forward bases across the State to maximise the efficiency of aerial resources. Additionally, ongoing maintenance of equipment and annual training of reloaders are crucial. DBCA aims to establish forward bases at every airfield around the State, however DBCA faces limitations in funding and resources to setup and maintain these facilities.

I appreciate and acknowledge the Shire's commitment, including the offer of a financial contribution, the enthusiasm of local volunteer organisations and the fact that some of the infrastructure may already be in place.

I have requested DBCA's Acting Wheatbelt Regional Manager, Mr Mitchell Davies, discuss your request further with DBCA's aviation team. Should you wish to contact Mr Davies in the interim, please telephone 0427 193 556 or email [mitchell.davies@dbca.wa.gov.au](mailto:mitchell.davies@dbca.wa.gov.au).

Thank you for taking the time to write to me on this important matter.

Yours sincerely

Stuart Smith  
DIRECTOR GENERAL

11 March 2025





20 February 2025

Mr Stuart Smith  
Director General  
Department of Biodiversity, Conservation and Attractions

Locked Bag 104  
Bentley Delivery Centre 6983

ceo@dbca.wa.gov.au

Dear Mr Smith

On 24 January 2025 a fire started on the border of the Shires of West Arthur and Wagin. The fire moved in a south easterly direction for around 25km into the Shire of Wagin.

Tragically, the fire resulted in the destruction of three homes, agricultural infrastructure and livestock. The impact of the fire, however, could have been so much greater if it wasn't for the aerial support managed by the Department of Biodiversity, Conservation and Attractions.

Aerial firefighting support directly resulting in the saving of several homes and contributed to the fire being directed well away from the Wagin townsite where more than 1,000 people live. I believe that the aerial support prevented the loss of life and was instrumental to keeping the volunteer brigade members safe.

I am advised that the aerial support that day refilled at the Katanning Airport around 70 kilometres from the fire.

For some time, the Shire of Wagin has been advocating at a local level for the Wagin Airfield to be a site where aerial support can be refilled. The Wagin Airfield has a 250,000 litre tank, the other necessary equipment, a highly-capable local State Emergency Service personnel and a well maintained airfield.

I believe that the Shire of Wagin would entertain making a direct financial contribution to make this happen and this offer most recently made at an officer level immediately prior to the January 2025 fire.





The matter again was raised with me by our volunteers brigades, SES and community members and post incident de-briefing sessions. The local Department of Fire and Emergency's Superintendent is also supportive of the Shire's proposal.

I believe that any obstacles that may exist to utilising Wagin Airfield to enhance the capacity of aerial fire support in the region can be overcome.

As local advocacy has not yielded return, I am writing to you to seek your assistance.

I thank you for your consideration of this important matter to the community of the Shire of Wagin. I can be contacted on 0429 611 493.

Yours sincerely

Dr Kenneth Parker  
Chief Executive Officer

#### 8.1.4 SHIRE OF DUMBLEYUNG'S DRAFT DUMBLEYUNG LAKE TRAIL MASTER PLAN

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil.
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	ED.PR.1
STRATEGIC DOCUMENT REFERENCE:	
ATTACHMENTS:	Dumbleyung Lake Trail Master Plan

#### OFFICER RECOMMENDATION

That Council **NOTES** the Shire of Dumbleyung's draft Dumbleyung Lake Trail Master Plan and **REQUESTS** continued engagement with the Shire of Wagin and landholders in the district in the preparation of further work on the project

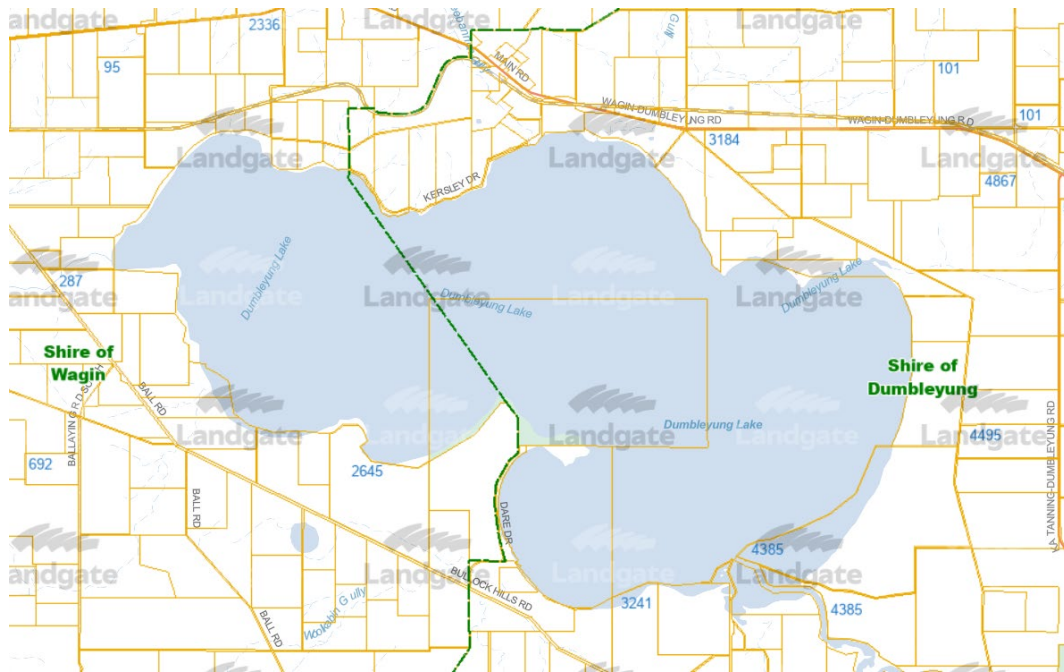
#### BRIEF SUMMARY

The Shire of Dumbleyung has requested comment of their draft Dumbleyung Lake Trail Master Plan.

#### BACKGROUND/COMMENT

The Shire of Dumbleyung has prepared a draft Dumbleyung Lake Trail Master Plan. The concept of trails around Dumbleyung Lake has existed for many years. Dumbleyung's Strategic Community Plan identified development of trails in the area as an aspiration to increase tourism and recreational opportunities.

The Shire boundaries between Wagin and Dumbleyung run through the lake meaning that the potential development of trails is of interest to the Shire of Wagin and landowners in the district.



The draft masterplan has identified that several of the trails could be constructed in the Wagin side of the lake.

The Masterplan identifies that viewpoints from neighbouring landholders are mixed. Dumbleyung's engagement in the course of preparing the draft has concluded that landholders on the Wagin-side of the lake are broadly more supportive of the concept than landholders on the Dumbleyung-side.

Dumbleyung has identified the draft masterplan as a precursor to a concept plan. As noted in the plan, land tenure in the area is complex with a combination of Department of Biodiversity, Conservation and Attractions reserve, land earmarked for transfer as part of the South West Native Title Settlement and private land.

The masterplan does not clearly identify who would be responsible for building and maintaining the trails.

At this stage Dumbleyung is seeking comment from the Shire of Wagin. No funding commitment or other support is being asked for at this time.

Officers observe that the draft Masterplan identifies hurdles including land tenure, mixed landholder support, complicated native title and Indigenous engagement, lack of clear funding path and construction timetable. There appears to be a significant gap in the potential of the trails concept and the practical work required to turn the concept into reality.

The Shire's Corporate Business Plan identifies an action in the later years of the plan to explore avenues to protect and better utilise the Shire's natural highlights. Overall, Officers view the Shire of Dumbleyung's draft masterplan as a set forward in this regard and welcomes further engagement to identify resolutions to the several hurdles identified in the plan.

### **CONSULTATION/COMMUNICATION**

Dumbleyung has advised that it has engaged with landholders on both sides of the Shire boundary. At the Shire of Dumbleyung's request, the Shire of Wagin Facebook page published a post regarding the masterplan.

### **STATUTORY/LEGAL IMPLICATIONS**

Nil.

### **POLICY IMPLICATIONS**

Nil.

### **FINANCIAL IMPLICATIONS**

There are no financial implications at this time. The Shire of Dumbleyung is not seeking a financial commitment from the Shire of Wagin.

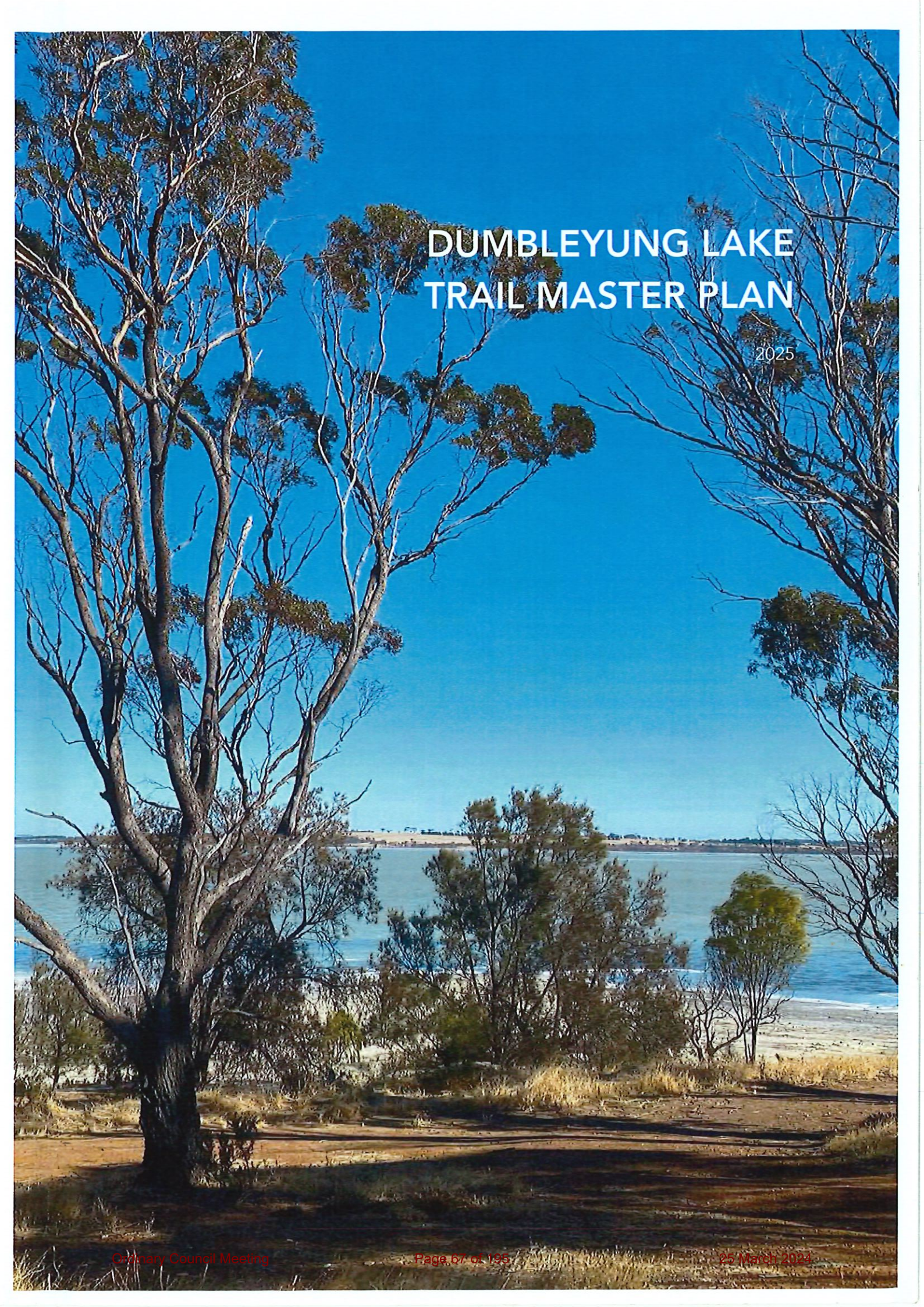
### **STRATEGIC IMPLICATIONS**

Town and Natural Environment.

### **VOTING REQUIREMENTS**

Simple Majority





# DUMBLEYUNG LAKE TRAIL MASTER PLAN

2025



Prepared by Common Ground Trails Pty Ltd for the Shire of Dumbleyung



Acknowledgements

The authors of the Lake Dumbleyung Trail Master Plan respectfully acknowledge that this land on which we live and work is Noongar Country, and that the Noongar people are the traditional custodians who have a rich social, spiritual and historical connection to this country, which is as strong today, as it was in the past.

Images Common Ground Trails unless noted.

Disclaimer

Common Ground Trails Pty Ltd, its employees, directors and associated entities shall not be liable for any loss, damage, claim, costs, demands and expenses for any damage or injury of any kind whatsoever and howsoever arriving in connection with the use of this Plan or in connection with activities undertaken in mountain biking generally.

While all due care and consideration has been undertaken in the preparation of this report, Common Ground Trails Pty Ltd advise that all recommendations, actions and information provided in this document is based upon research as referenced in this document.

Common Ground Trails Pty Ltd and its employees are not qualified to provide legal, medical or financial advice. Accordingly, detailed information in this regard will require additional professional consultation in order to adequately manage and maintain the facilities and reduce risk.

Revision	Description	Date
A	Draft Trail Master Plan for Client Review	31/12/2024
B	Final Draft Trail Master Plan for client and stakeholder review	31/01/2025



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# 1.0 Introduction

Dumbleyung Lake is one of the largest permanent inland lakes in south west WA, offering an important refuge for waterbirds and remnants of once widespread woodland the lake also has a rich social and cultural history. Shaped by seasonality of water flow the Lake offers a unique ecology intertwined with stories of human connection and influence. Recognising this unique landscape setting, the Shire of Dumbleyung is seeking to further develop the Lake as a destination for tourism. This Trail Master Plan aims to reveal and protect the unique and special qualities of Dumbleyung Lake and promote connection to Country and a sense of stewardship for visitors and locals.

The preparation of the Trails Master Plan has involved review of the numerous plans, studies and proposals prepared for the Lake and in regards to trail development over recent years. This process has also involved consultation with locals, key stakeholders and Traditional Custodians and is complimented by broad scale analysis of the site, visitor profile and current recreation trends. The recommendations outlined in this Trails Master Plan provide the foundation for progression of trail development in line with the Department of Local Government, Sport and Cultural industries Trail Development Series.

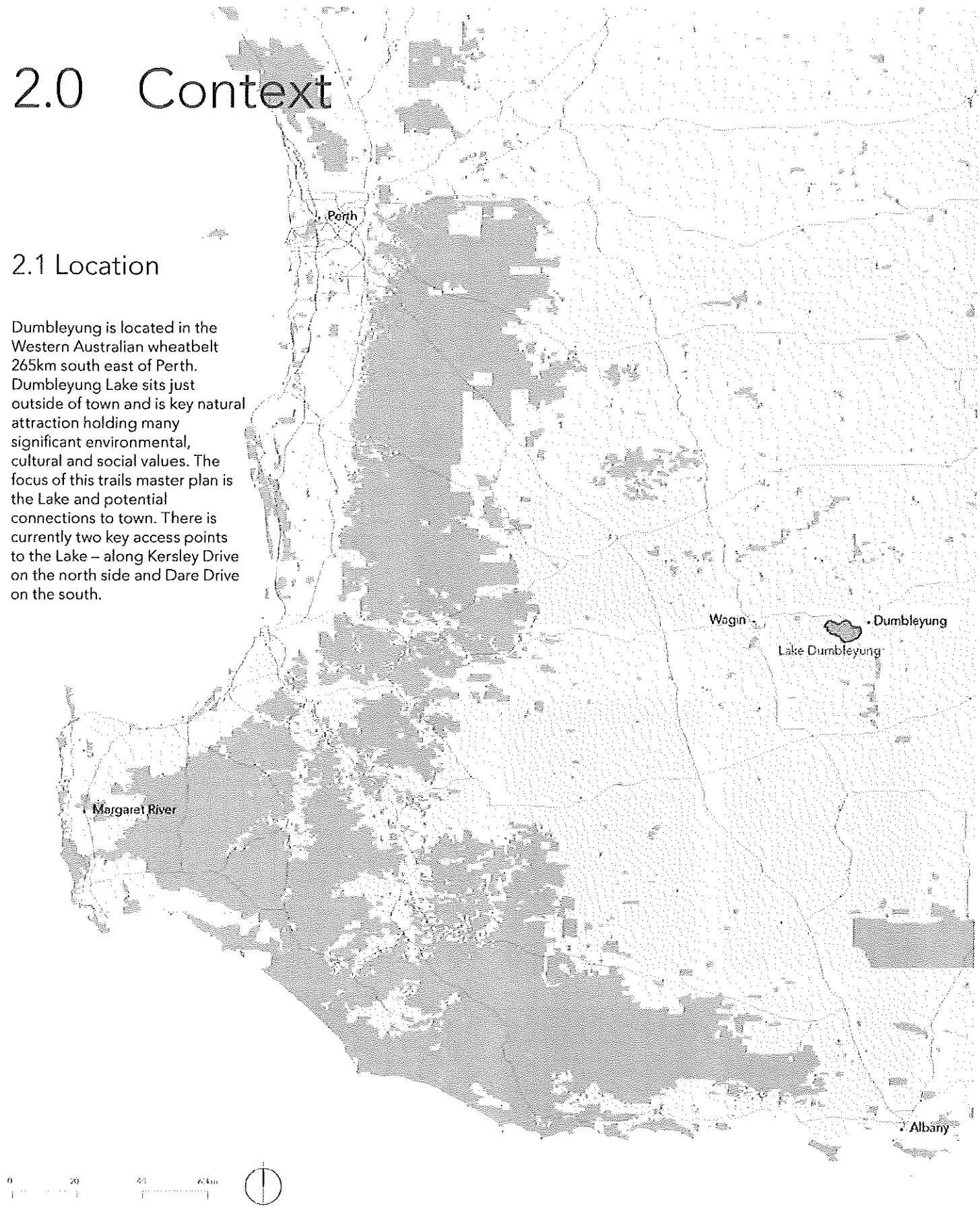
Exploring the Lake edge



## 2.0 Context

### 2.1 Location

Dumbleyung is located in the Western Australian wheatbelt 265km south east of Perth. Dumbleyung Lake sits just outside of town and is key natural attraction holding many significant environmental, cultural and social values. The focus of this trails master plan is the Lake and potential connections to town. There is currently two key access points to the Lake – along Kersley Drive on the north side and Dare Drive on the south.



MAP 1 - Dumbleyung Lake in the context of the South West

## 2.2 Planning context

There are a number of key strategic documents that have informed this project. These are outlined in Table 1.

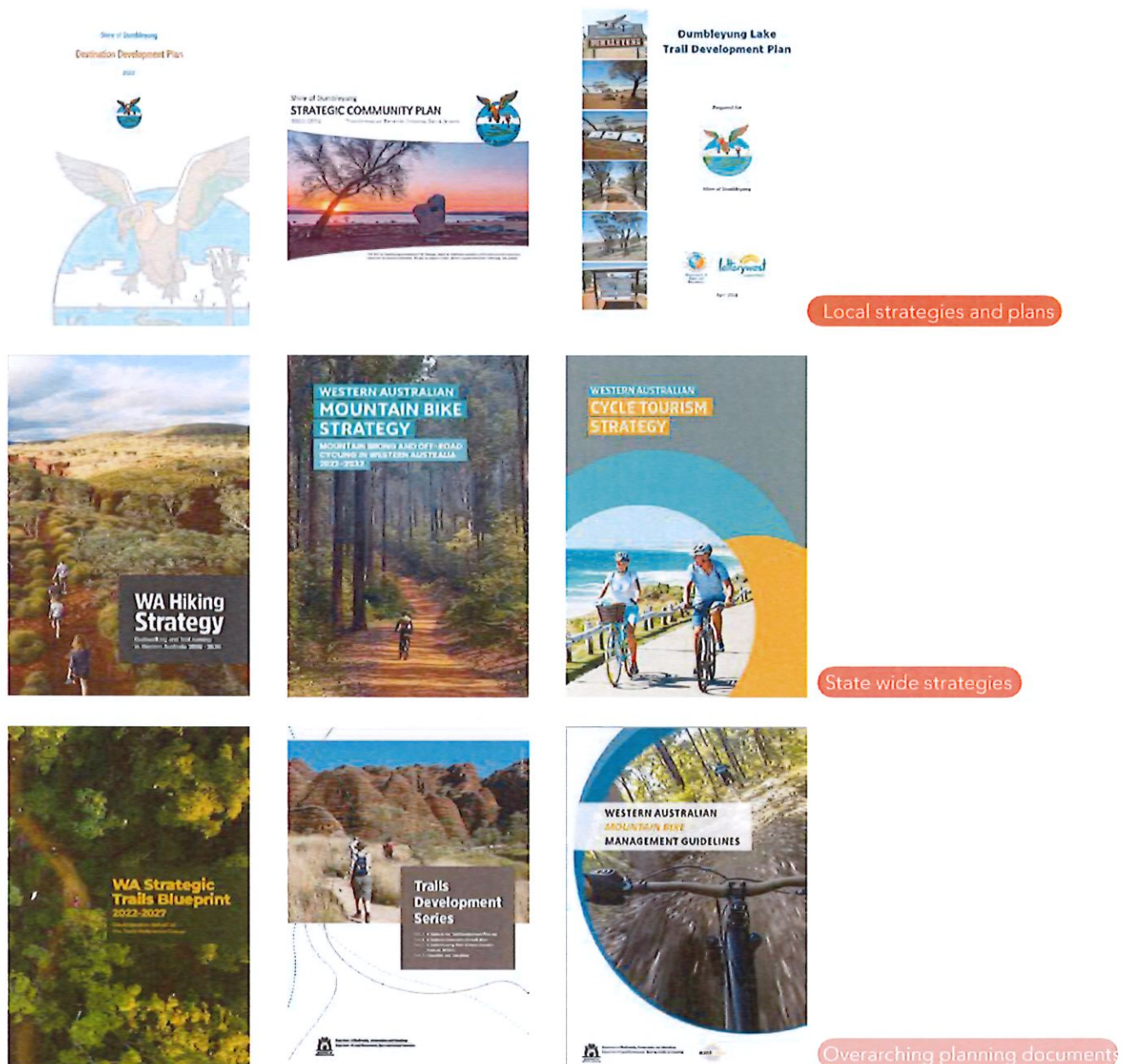


Table 1: Relevant document review

Document	Summary	Relevant Actions
<b>Local Strategies</b>		
<b>Shire of Dumbleyung Destination Development Plan 2022</b>	The plan outlines key destination development sites for the Shire of Dumbleyung with intention to provide enhanced facilities for locals and encourage visitors to spend one or two nights. Dumbleyung lake is identified as priority with the site being referenced as Precinct 1.	<p>Trail opportunities outlined include:</p> <ul style="list-style-type: none"> <li>• Walking running and family friendly cycle trails and circuits, possibly with bird hides and picnic destinations;</li> <li>• Kayak circuits with beach destinations and paddler support facilities;</li> <li>• Indigenous cultural experience opportunities in recognition of the Lake being a major meeting, ceremonial and cultural place for Aboriginal people;</li> <li>• Interpretation projects including signage, landscape artworks, light-scape artworks and guided experiences;</li> <li>• Enhanced camping facilities to provide a range of overnight stay options;</li> <li>• Improved links to the Dumbleyung townsite, including better signage and a beautified and cyclable route;</li> <li>• The development of Dumbleyung Lake as an internationally recognised 'Dark Sky' site (of which there are only 19 currently across the globe).</li> </ul>
<b>Shire of Dumbleyung Strategic Community Plan 2022-2032</b>	The community plan aspires to move Dumbleyung and its economy a quantum leap forward and includes a one page plan. It's broken up into industry areas with Dumbleyung Lake listed under Industry 4: Tourism.	<ul style="list-style-type: none"> <li>• Explore complete whole of lake access to provide a total visitor experience;</li> <li>• Walking/bike riding link back into Dumbleyung townsite (Dumbleyung is located circa 10kms from the lake);</li> <li>• Create day and overnight trip opportunities for visitors looking for a range of experiences.</li> </ul>
<b>Dumbleyung Lake Trail Development Plan 2011</b>	The aim of this plan was to provide detailed information about construction requirements for a trail (or trails) at Dumbleyung Lake.	<ul style="list-style-type: none"> <li>• As the majority of trail users are seeking short walks (ie. less than 2 hours), the development of trail opportunities in the Dumbleyung Lake environment should focus on short trails to cater for this market;</li> <li>• While detailed investigations were not undertaken the plan notes that a trail around the lake is not considered feasible due to costly build (related to narrow foreshore, fluctuating water level and areas of steep rocky terrain) and limited market appeal;</li> <li>• Two trails are recommended: a short walk (2.3km one way) on the northern foreshore (from the existing car park and return); and a shorter circuit walk (1.8km) on the peninsula known as Cooran Hill on the southern side of the lake encompassing magnificent panoramic views out over the lake and its surrounding landscape;</li> <li>• The walk trails proposed for Dumbleyung Lake are an opportunity to tell more human stories of the importance of the lake to the Dumbleyung community.</li> </ul>



Document	Summary	Relevant Actions
<b>Regional Strategies/Policy</b>		
<b>2020 Wheatbelt Tourism Strategy</b>	Outlines a strategy and targets to increase the value of the tourism sector for the Wheatbelt region.	Dumbleyung Lake Nature Reserve is noted as a bio-diversity hotspot within the region with natural value appeal for tourism.
<b>Wheatbelt Region Parks and Reserves Management Plan 2021</b>	Outlines the Department of Biodiversity, Conservation and Attractions approach to Parks and Reserve management in the Wheatbelt Region.	Nine wetlands in the Wheatbelt Region are identified as nationally significant including Dumbleyung Lake. The Plan notes Dumbleyung Lake Nature Reserve as a possible site for recreation facility development associated with lake access.
<b>State trail based strategies</b>		
<b>Western Australian Strategic Trails Blueprint 2022 – 2027</b>	An overarching guide for consistent and coordinated planning, development and management of quality trails and trail experiences throughout the State. It outlines a vision, guiding principles, strategic directions and actions for consideration across the State by government, landholders, trail managers, trail organisations, tourism operators and the community.	Outlines the significant benefits of outdoor recreation, and tracks and trails through natural environments are key to creating lifelong connections with outdoor recreation. Highlights investment in trails as integral to the journeys that outdoor activities take users on and re-enforces that well-planned and well-designed tracks and trails provide access, attract visitors, reduce environmental damage and encourage uptake in outdoor recreation.
<b>Western Australian Trail Development Series</b>	Provides best practice guidance covering the trail development process, community consultation, multi-criteria decision analysis and checklists and templates, to assist groups developing a trail project to: <ul style="list-style-type: none"> <li>• Follow a standardised process</li> <li>• Consider all issues and approvals</li> <li>• Develop an approach to gather support from the local community and relevant government agencies.</li> </ul>	Acknowledges the social, economic and environmental values associated with recreational trails and the need to understand and consider these values throughout the Trail Development Process.  Outlines the eight stage Trail Development Process for developing trails in Western Australia.
<b>Western Australian Mountain Bike Management Guidelines 2019</b>	Provides guidelines for development and management of mountain bike trails in WA. Aspires to be adopted by all land managers.	Outlines guidelines for the management of mountain bike trails.
<b>WA Cycle Tourism Strategy</b>	This strategy identifies four priority areas that require consideration and development to support the growth of cycle tourism in Western Australia, investing in the industry, marketing and events, and delivering a great riding experience.	Identifies three types of cycle tourists, recreation, events and touring and that the travel behaviors of cycle tourists indicate they are a highly valuable visitor market due to their propensity to stay longer, travel outside of urban centres and spend more.

Document	Summary	Relevant Actions
<b>Western Australian Mountain Bike Strategy – Mountain Biking and Off Road Cycling in WA 2022-2032</b>	The purpose of this Strategy is to provide an updated strategic direction for mountain biking in Western Australia outlining strategies and recommendations under five focus areas.	<p>Recommends:</p> <ul style="list-style-type: none"> <li>• Master planning to identify and prioritise locations for mountain biking trails</li> <li>• Mountain bike trail developments are strategically coordinated by applying the significance hierarchy</li> <li>• Applying the eight stage Trail Development process to trail developments</li> <li>• Foster and encourage community engagement and involvement at commencement of planning for mountain bike trail developments</li> <li>• Establish governance models addressing management and maintenance</li> <li>• Determine costs of ongoing management and maintenance upfront to ensure included in trail business model</li> <li>• Actively support Local Government to overcome barriers to develop urban trails, pump tracks and skills park improving accessibility to mountain bike experiences</li> <li>• Encourage new mountain bike trail developments to cater for a variety of user riding preferences with an emphasis on trails for beginners and families</li> <li>• Review and continue to improve long distance off-road cycling trails</li> <li>• Support Local Government to identify and develop transport and recreation trails such as gravel trails and trails that connect to mountain bike trails</li> <li>• Continue to develop iconic and unique mountain bike experiences that capitalise on the diversity and unique features of West Australian landscape</li> <li>• Support the appropriate development of Aboriginal cultural experiences within the WA mountain bike experience</li> </ul>
<b>WA Hiking Strategy – Bushwalking and Trail Running in Western Australia 2020-2030</b>	Provides a strategic direction bushwalking and trail running in Western Australia. Addresses existing challenges and provides guidance and structure for decision makers, land managers, trail planners and the community. Advises on infrastructure and facilities, trail classifications, code of conduct, management and governance. It seeks to maximise the opportunity for all Western Australians and visitors to benefit from access to an appropriate range of hiking experiences and will guide the sustainable development of hiking activities and associated trails' infrastructure.	Outlines the health, social, cultural, environmental and economic benefits of bushwalking and trail running and strategies to maximise participation outcomes, grow the visitor economy, for sustainable trail development and maintenance and effective governance and advocacy.



# 3.0 Situation analysis

## 3.1 Environmental and cultural heritage values

Dumbleyung Lake is located in the Southern Wheatbelt, an area of generally subdued relief - largely a plateau with ranges of low hills. The lake itself forms part of a linked chain of low lying saline wetlands and salt lakes along the Coblinine River system, which only flow after heavy winter rain. Noted as a wetland of national significance the lake is an important drought refuge for waterbirds and supports pockets of remnant vegetation now classed as threatened ecological communities. Dumbleyung Lake is fringed by low open forest which in areas has succumbed to rising salinity and today presents as stands of dead trees with and understory of samphire scrub. In areas above the high water mark the forest provides pockets of shelter, with sedgeland covering the understorey.



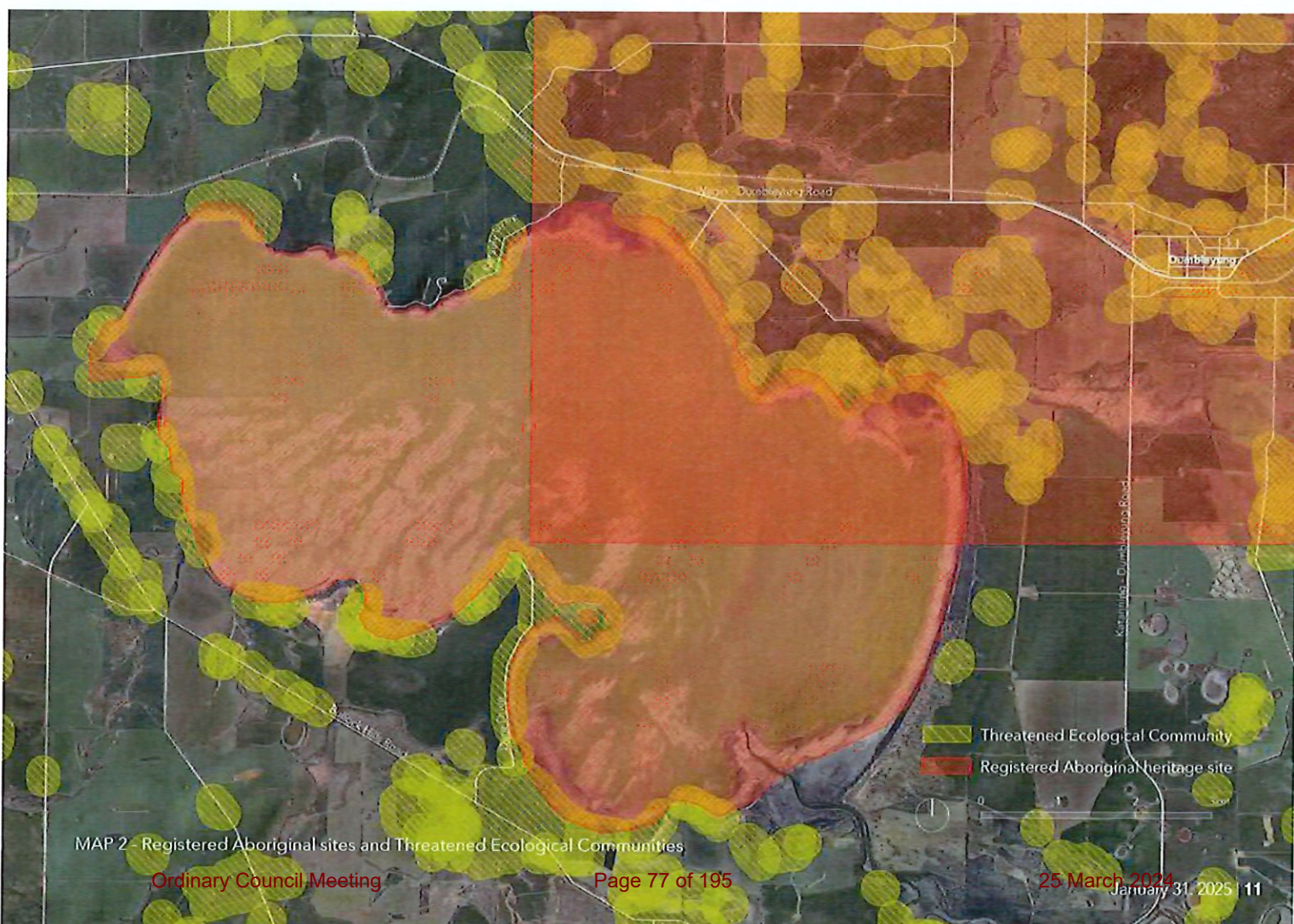


The traditional owners of the area are the Noongar peoples. The chain of lakes which Dumbleyung Lake is part of are believed by Noongar people to have formed by the Waugal and form part of a significant dreaming trail that extends from the south coast near Augusta to the Great Victoria Desert country to the north east. Noongar people have a rich and intimate connection with the country within the project area which includes knowledge of, rights to, and responsibility for sites of significance and a desire to protect and celebrate their culture and heritage values. Sites of significance for Noongar people relate to mythological and dreaming stories as well as resource rich areas and pathways through the landscape. The Lake is registered as a site of mythological significance and there are also registered sites of significance relating to burial sites in the vicinity.

Wuddi Cultural Tours is a local Dumbleyung based Aboriginal tourism business that offers authentic heritage and cultural experiences including bushfood tastings and walking tours.

Early European settlement in the region dates back to 1875 with the granting of grazing leases. Dumbleyung Lake is a treasured place for the community as a recreation hub particularly when the lake is full, with the Sailing Club and Ski Club providing lake access. Donald Campbell's world water speed record in his boat 'Bluebird' in 1964 is also an important layer in the area's history. This event holds particular significance for the local community and is a drawcard for visitors with commemorative plaques at the Lake and replicas of the boat and information displays in town.

Trail users are often drawn to trails seeking immersive nature based and cultural heritage experiences. Dumbleyung Lake offers natural and cultural values that have potential for engaging trail experiences which provide a connection to local stories.





## 3.2 Existing trails and facilities

There are currently two key public access points to the Lake which provide access to visitor sites including the Sailing Club, Pussy Cat Hill Lookout and the Water Ski Club.

- The Sailing Club is accessed via Kersley Drive from Wagin-Dumbleyung Road and features a large shelter, boat ramp toilet and picnic tables on the edge of the lake.
- A lookout point and short trail is located on Kersley Drive offering some interpretation signage and a lookout over the lake through the trees.
- Pussy Cat Hill lookout is accessed off Kersley Drive and is located on private property with the access road and lookout kindly open to public by the land owners. From the lookout visitors are treated to views across the lake and surrounding landscape.
- The Ski Club is accessed from the south via Dare Road and features a small building, a small shelter, toilets and a boat ramp.

Trail offering in the broader context includes the Wait Jen Trail along Parkeyerring Lake near Wagin, this 10.5km point to point trail offers a meandering day walk along the lake edge with interpretation signs along the way.





### 3.3 Tenure

Dumbleyung Lake itself largely falls with the Dumbleyung Lake Nature Reserve managed by the Department of Biodiversity Conservation and Attractions. Nature reserves are set aside for the conservation of flora and fauna due to their high conservation. Walk trails within nature reserve may be considered but are unlikely to be approved unless they are primarily intended to provide opportunity to interpret the conservation values. Mountain bike (MTB) trails are unlikely to be approved unless they are proposed to be contained within existing disturbed areas such as roads or tracks. The Wheatbelt Parks Management Plan identifies Dumbleyung Lake as a high priority for recreation development and promotion.

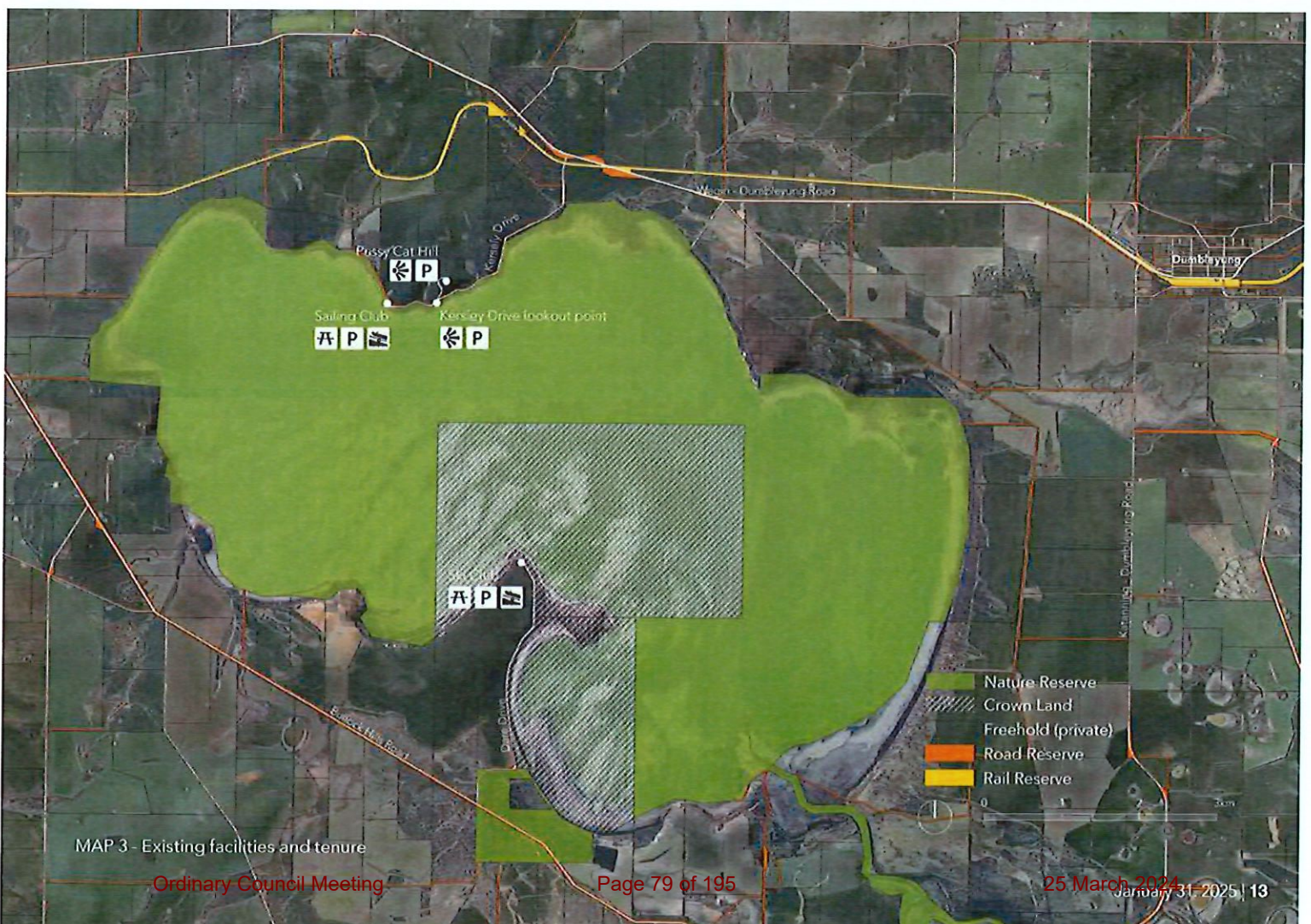
Parcels of Crown Land along Dare Drive encompassing Cooran Hill are managed by the Department of Planning Lands and Heritage (DPLH). DPLH generally don't develop or manage recreation assets, the Shire will need investigate licence or lease arrangements in order to develop trails in these parcels. Lot 15779 is also earmarked for transfer to the Noongar Land Estate as part of the South West Native Title Settlement.

Consultation with private property owners around the Lake was undertaken in development of this master plan, level of support for trails traversing along the lake edge within private property varied, with some supportive and others not. Concerns raised included trespass, fires, legal liability and disturbance of privacy.

The Nature Reserve encompasses a narrow (between 30-150m) strip of the lake edge for approximately 63% of the circumference. Crown land parcels encompass 15% and private land encompasses 22%.

Dumbleyung Lake sits within two local government areas—Shire of Dumbleyung and the Shire of Wagin. The Shire of Wagin are supportive of trails at Dumbleyung Lake however are prioritising existing trails within their local government area including the Wait Jen Trail.

The varied tenure within the project area and multiple stakeholders will present significant challenges for trail development, in particular responsibilities for implementation and ongoing management.





### 3.4 Terrain

The terrain presented at Dumbleyung Lake offers a number of opportunities and constraints in regards to trail development:

Seasonal inundation and fluctuating water levels – while often dry for consecutive years the lake will flood during seasons of high rainfall. Development of trails accessible at all times is therefore restricted to above the high water mark. During dry times the salt flats present an enticing landscape to explore, with the lake bed becoming solid enough to walk on.

Several drainage lines flow into and out of the lake. The Coblinine River is the main inlet at the south eastern end of the lake and is approximately 70m wide at its fullest. The river outlet (at the western end of the Lake and other drainage channels including Woolkabin and Boolandalling Gullies) present as wide and generally shallow. Crossing the Coblinine River inlet presents a significant constraint being wide and difficult to access making bridge construction potentially difficult and expensive. The boggy and marshy nature of the other drainage lines also presents challenges in regards to suitable soils for construction of sustainable trail.

The profile of the shoreline varies with areas of steep and rocky terrain giving way to sandy and muddy soils closer to the water edge. The vegetation changes throughout the profile as well. The steep rocky areas offer potential to get higher in the landscape and take advantage of view points, the lower lying areas offer opportunity to vary the trail experience through traversing different environments. The variance in soil type and narrow shoreline environment will make sustainable trail construction challenging and expensive.

### 3.5 Landscape Character

Landscape character forms a critical part of the trail user experience with layers of natural and cultural history framing opportunity for experiences unique to a place. Dumbleyung Lake offers wide open landscape features long views and is dominated by agricultural land use. Pockets of remnant vegetation stand at the edge of fields, along drainage lines and clustered around features such as granite outcrops and the lake edge. On a micro scale the lake edge offers a diversity of experience shaped by the ecological processes and ephemeral nature of the waterflow. Rocky shoreline gives way to sandy soils and samphire flats, in low water levels salt flats extend out into the lake. The stands of dead trees also tell the story of land use change leading to increased salinity and the flow on effects for the broader landscape. Significant Aboriginal and European Cultural Heritage values and stories are layered throughout the landscape offering potential for trail experiences to offer interpretation and story telling, fostering a deeper connection with place. MAP 4 outlines the distinctive features within the project area that have potential to attract trail users.



## 3.6 Visitation and visitor profiles

The region currently is predominantly a self-drive destination, with most travelling to the region for a holiday or to visit friends or relatives and a number passing through the region on the Perth to Esperance road trip route. The two primary markets visiting the area that pose the greatest potential and return on investment for trail development are:

### Day Trippers

- Live within close proximity so will likely undertake multiple trips into the region on an ongoing basis
- Have family and friend connections in the region
- Are sport and adventure enthusiasts and enjoy nature-based activities.

### Short Breaks / Weekenders

- Live within the Perth metropolitan, South West or Great Southern regions
- Will be attracted to camping facilities in the region, which can link to trail and trail networks
- Enjoy food and beverage experiences
- Have family and friend connections in the region.

Based on this understanding of the visitor market to the region the following implications for trail offerings should be considered;

**Diverse Trail Options** - to cater to both the short-term holidaymakers and the long-stay visitors (those visiting family and friends), there should be a mix of trail offerings. While intense activities like hiking and mountain biking are appealing to some, the primary focus should be on developing and promoting trails that offer scenic, leisurely experiences. This aligns with the interests of long-stay visitors who are likely seeking relaxing and enjoyable short outdoor experiences rather than high-adrenaline multi day activities.

**Scenic and Accessible Trails** - emphasising trails that showcase the natural beauty of Lake Dumbleyung and are accessible to a broad audience, including families and less experienced trail users, would enhance the appeal of the area as a place to visit. Trails with scenic views and easy-to-navigate paths will be attractive to those looking for a pleasant, low-intensity outdoor experience.

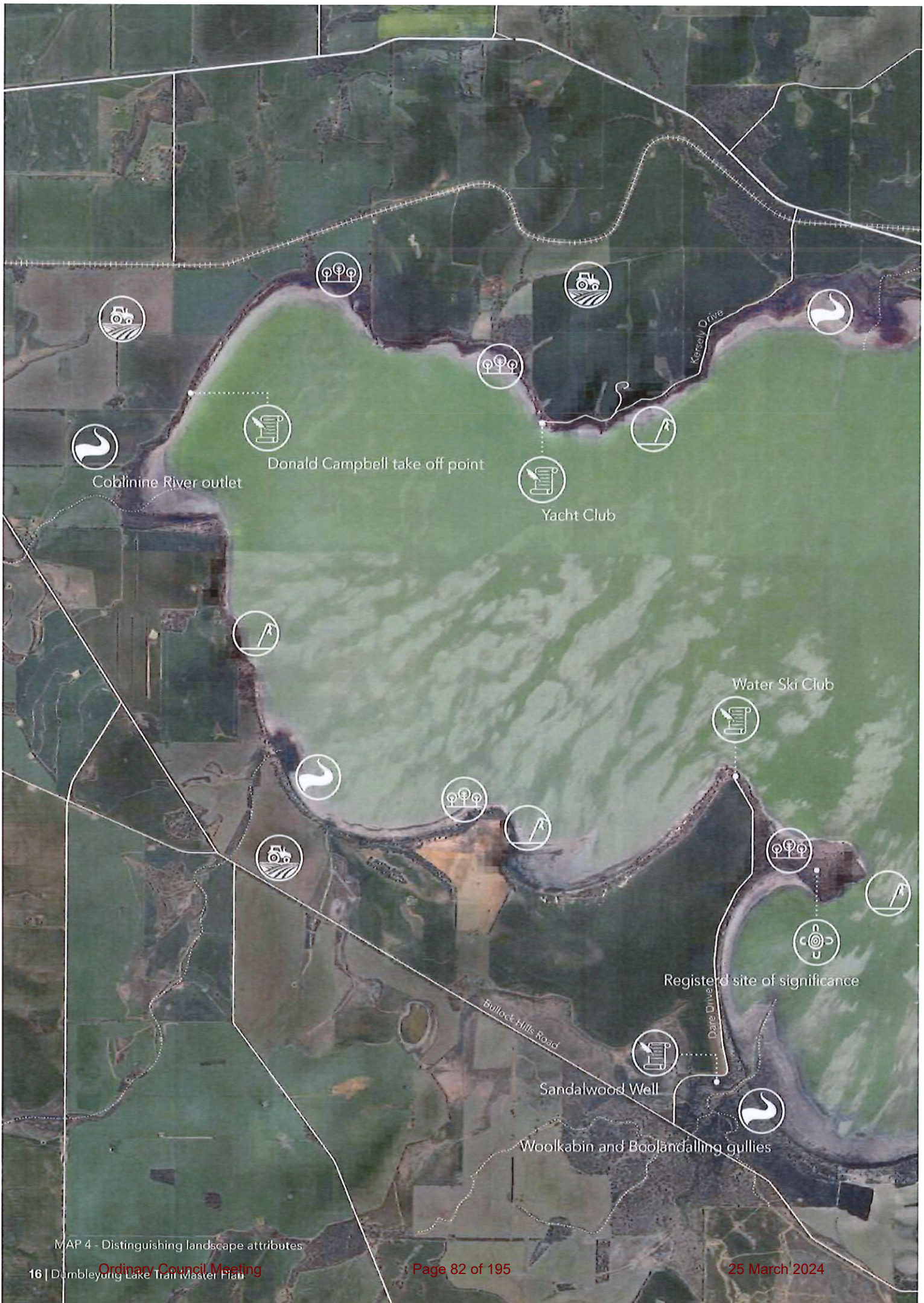
**Enhanced Visitor Experience** - offer amenities and facilities that enhance the short-break experience, such as well-marked trails, rest areas, scenic spots and opportunity for engagement in local cultural heritage. Ensure that trails are linked to food and beverage options, such as in town or picnic areas. Design trails that cater to families and groups, with features such as easy loops, scenic viewpoints, and safe, enjoyable paths for children and non-adventurous participants.

**Camping and Trail Integration** - develop trails that are easily accessible from camping sites, integrating them into the broader outdoor experience. Provide clear information on trails that are close to or connected with camping areas.

**Community Engagement** - engaging local communities in the development and promotion of trails can be beneficial. Since residents play a significant role in driving tourism activity, involving them in trail design and maintenance can ensure that the offerings meet the needs of both locals and visitors. Create opportunities for day trippers to engage with local events or community-driven trail activities. This could involve local volunteer groups or special trail events that align with their interests.

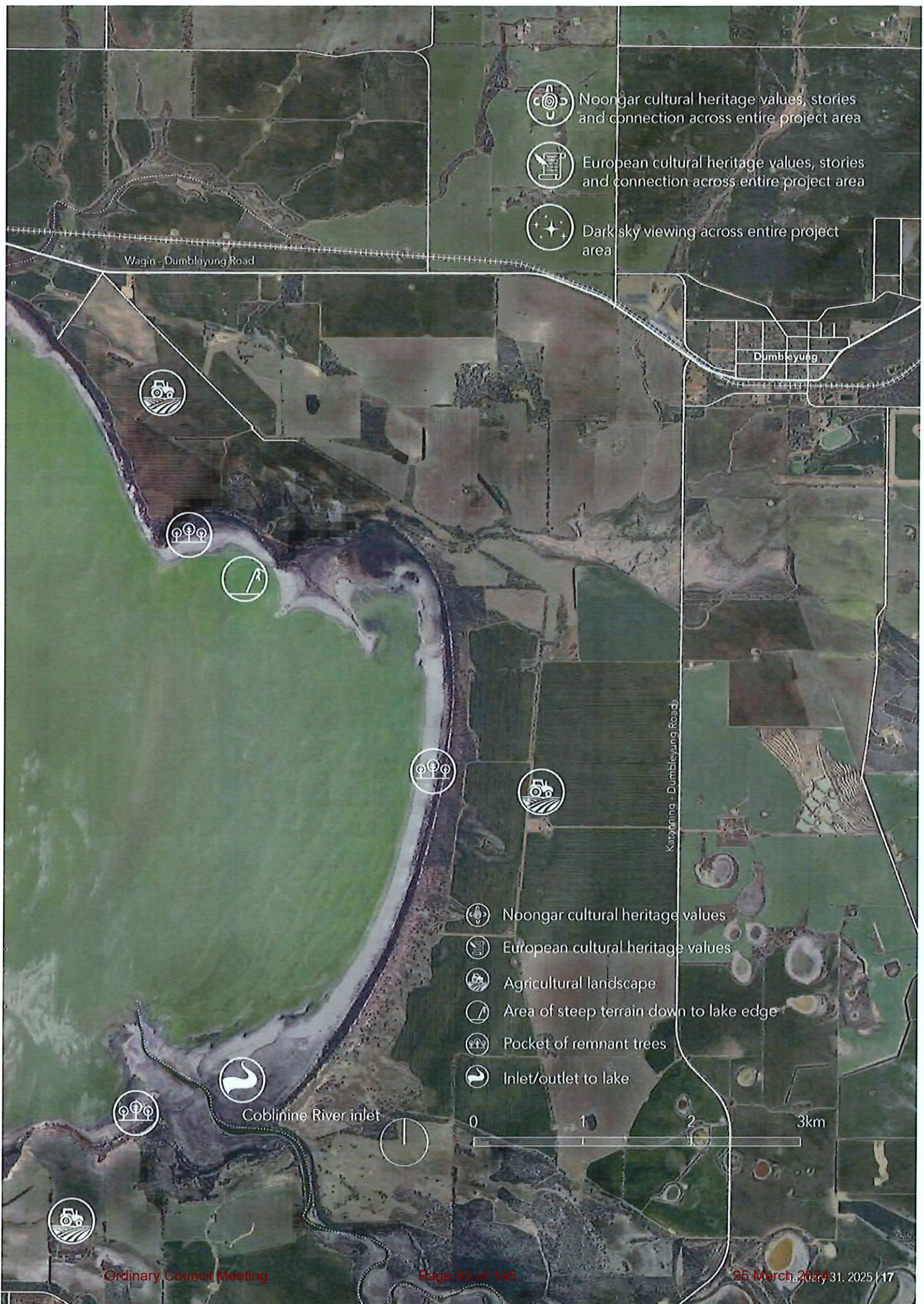
**Marketing and Promotion** - tailoring marketing efforts to highlight the scenic and leisurely aspects of the trails can attract both long-stay and short-term visitors. Promotional materials should emphasise the relaxing and family-friendly nature of the trails, appealing to those who prioritise visiting friends and family while also enjoying local natural attractions. Wuddi Cultural Tours will also appeal to the identified target markets, strategic bolstering of marketing and promotion of this experience will attract visitors.





MAP 4 - Distinguishing landscape attributes







## 3.0 Trails Vision

### 3.1 Vision

The Shire of Dumbleyung is working towards establishing Dumbleyung and Lake Dumbleyung as a destination. Celebrating and activating Lake Dumbleyung has been identified as a key transformational project which will help in achieving this vision.

With this overarching vision in mind, the vision for trails is:

Trails at Lake Dumbleyung will offer world class, accessible experiences which showcase the layers of history evident and distinctive features of the unique landscape. Trails will provide a low impact and immersive means to explore the Lake and its values.





## 3.2 Guiding principles

The three key principles which should guide development of trails experiences are:

### **Exceptional experiences**

Trails will be easy to get to, captivating and memorable. Trail alignments and interpretation opportunities should reveal the stories contained within the landscape – Aboriginal and European cultural heritage, environmental values offering opportunity for connection to place.

### **Stewardship**

The natural, cultural, landscape and other significant values surrounding Lake Dumbleyung will be protected through the use of best practice design, planning, management and interpretation, that will result in greater community appreciation, stewardship and advocacy for the area and its values.

### **Benefits for locals and the Wheatbelt Region**

Trail experiences at Lake Dumbleyung will support tourism in the Shire of Dumbleyung and the broader region through offering of unique and complimentary trail experiences. Accessible and immersive nature-based experiences will offer potential for individuals and groups to engage with the values of the area and entice longer stays and repeat visits. The trail network will provide demonstrable economic benefit to the local community and the region by supporting a wide range of investment opportunities for tourism, complementary services and infrastructure.



## 4.0 Trails Master Plan

The proposed trails aim to offer diverse and unique trail experiences, appealing to a broad range of trail users in line with the identified target market (day trippers and shortbreak/weekenders). To achieve this, interpretation of values will be a central principle in the curation of experiences and the trails will be designed and constructed in tune with the characteristics and diversity evident in the landscape. Existing access points from Kersley Drive and Dare Drive as well as existing infrastructure including lookouts and picnic areas have been used as a key structural base for the trail offer. Key proposals are outlined below and located on MAP 5, 6 and 7.

### Interpret the natural and cultural values of the landscape

#### Master Plan item 1

The many cultural stories and existing ecologies of Dumbleyung Lake provide ideal opportunities to interpret the values of the region. The understanding of these values through education, interpretation and immersion not only enhances the visitor experience, but provides a foundation for the appreciation of the immense value and nurtures awareness and therefore stewardship. Trails provide opportunity to traverse the landscape and tell the many and varied stories contained within. A suite of interpretation approaches, and strategies is recommended including signage, online information and resources, augmented and virtual reality, audio tours, artworks, sculpture, guided and self guided tours. Opportunities to reveal stories should be realised across all trails within the network.

### Establish a range of accommodation options

#### Master Plan item 2

Establish a range of accommodation options, building on the current offer within town with options on the lake edge including camping and roofed options. Recommended options to explore include provision of a formal campground managed by the Shire on Crown Reserve at Cooran Hill and encouraging private land owners to investigate provision of camping and roofed accommodation options as a business opportunity. Examples of accommodation offering on private land for consideration include Lake Towerrinning Lakeside Camping, HipCamp, Tiny cabins or purpose designed and built higher end offerings.

### Shared use trail link from Dumbleyung to the Sailing Club

8km  Class 2/3 walk  Easy mountain bike

#### Master Plan item 3

Creating a shared use trail link from town will provide a recreation offer for locals and encourage visitors to park in town reducing pressure on facilities at the Lake and encouraging longer stays. This trail will be in the road reserve on the southern side of Wagin – Dumbleyung Road, with the possibility of utilising some small sections of the railway reserve. Once at Kersley Drive the trail is proposed on the southern side, staying high in the lake edge profile to ensure constructability and provision of intermittent views over the Lake.

### Shared use trail from Sailing club to Donald Campbell launch point

5km  Class 2/3 walk  Easy mountain bike

#### Master Plan item 4

From the Sailing Club a shared use trail is proposed to link around the edge of the Lake to take in pockets of remnant forest and the point on the Lake where Donald Campbell took off from in his world record breaking attempt. The trail is proposed to stay high in the lake edge profile close to the boundary of the Nature Reserve for constructability and opportunity to interpret the natural and cultural values of the landscape.

### Shoreline walk trail

4.8km  Class 4/5 walk

#### Master Plan item 5

As an optional return route for walkers it is proposed to waymark a class 4/5 trail on the lake shore. This trail will not offer a formalised or constructed surface and only be accessible when the lake isn't full. This alignment will provide opportunity for walkers to be immersed in the samphire scrub and shoreline ecologies, with opportunity to learn about the fragile ecosystems, impacts of salinity and habitat values. This will provide a 10km loop from the Sailing Club.



### Cooran Hill shared use trail

6.1km  Class 2/3 walk  Easy mountain bike

#### Master Plan item 6

Starting from the proposed formal camp ground on Cooran Hill this proposed shared use trail provides a loop on Cooran Hill and takes users south to Woolkabin Gully, past a well from the Sandalwood Cutting days and north to the Ski Club. The trail is proposed to stay high in the lake edge profile close for constructability.

### Cooran Hill shoreline walk trail

2.3km  Class 4/5 walk

#### Master Plan item 7

As an optional loop route for walkers it is proposed to waymark a class 4/5 trail on the lake shore. This trail will not offer a formalised or constructed surface and only be accessible when the lake isn't full. This alignment will provide opportunity for walkers to be immersed in the samphire scrub and shoreline ecologies, with opportunity to learn about the fragile ecosystems, impacts of salinity and habitat values.

Detailed location, alignment, and design will be determined such that environmental, cultural, historical and social impacts are minimised, while the layers of stories within the landscape are celebrated. Trail sustainability will be an important consideration for all trails planned as part of the network. Sustainable trails are those which are likely to have a lower environmental impact, experience reduced instances of unforeseen accidents, and require minimal on-going maintenance.

Trails will be planned, designed and constructed according to best practice principles with regard to environmental and cultural heritage values protection. The result will be a diverse, robust, and low impact trail network. As per the Trail Development Series (DLGSC, 2019) with completion of this master plan the next step in the process is Trail Framework development and Site Assessment. The Trail Framework development is critical in regards to establishing the governance and management model for each trail and will inform the planning, design and delivery process. Given the proposed trails are within Nature Reserve, Crown Land, Road Reserve parcels, private land the Shire will need to work with DBCA, DPLH, Main Roads WA and private land owners to seek support for trail development and determine the most appropriate management and governance model.

Once the Trail Framework is agreed upon the next step is Site Assessment which involves detailed assessment of the project area for use in determining concept trail alignments. Site assessment will include cultural heritage assessment, dieback assessment and ecological assessments. Design of trails will aim to minimise impacts to native vegetation and cultural heritage with trail alignment micro sited during detailed design phase to avoid sensitive vegetation and any cultural heritage sites uncovered in corridor assessments.

Upgrades to existing facilities are proposed in order to ensure these locations function appropriately as trailheads for visitors. The Sailing Club and Ski Club locations require upgrades to toilet facilities and carparking, these sites and the Kersley Drive lookout will require trailhead signage to allow visitors to orient themselves and choose a trail appropriate to their ability.



# Trail Master Plan



Sailing Club  
⚓ P ⚓

Pussy Cat Hill  
⚓ P ⚓

Kersley Drive lookout point  
⚓ P ⚓

Ski Club  
⚓ P ⚓

Cooran Hill Campgro  
⚓ 2

7 ⚓

6 ⚓ ⚓

## Overarching recommendations

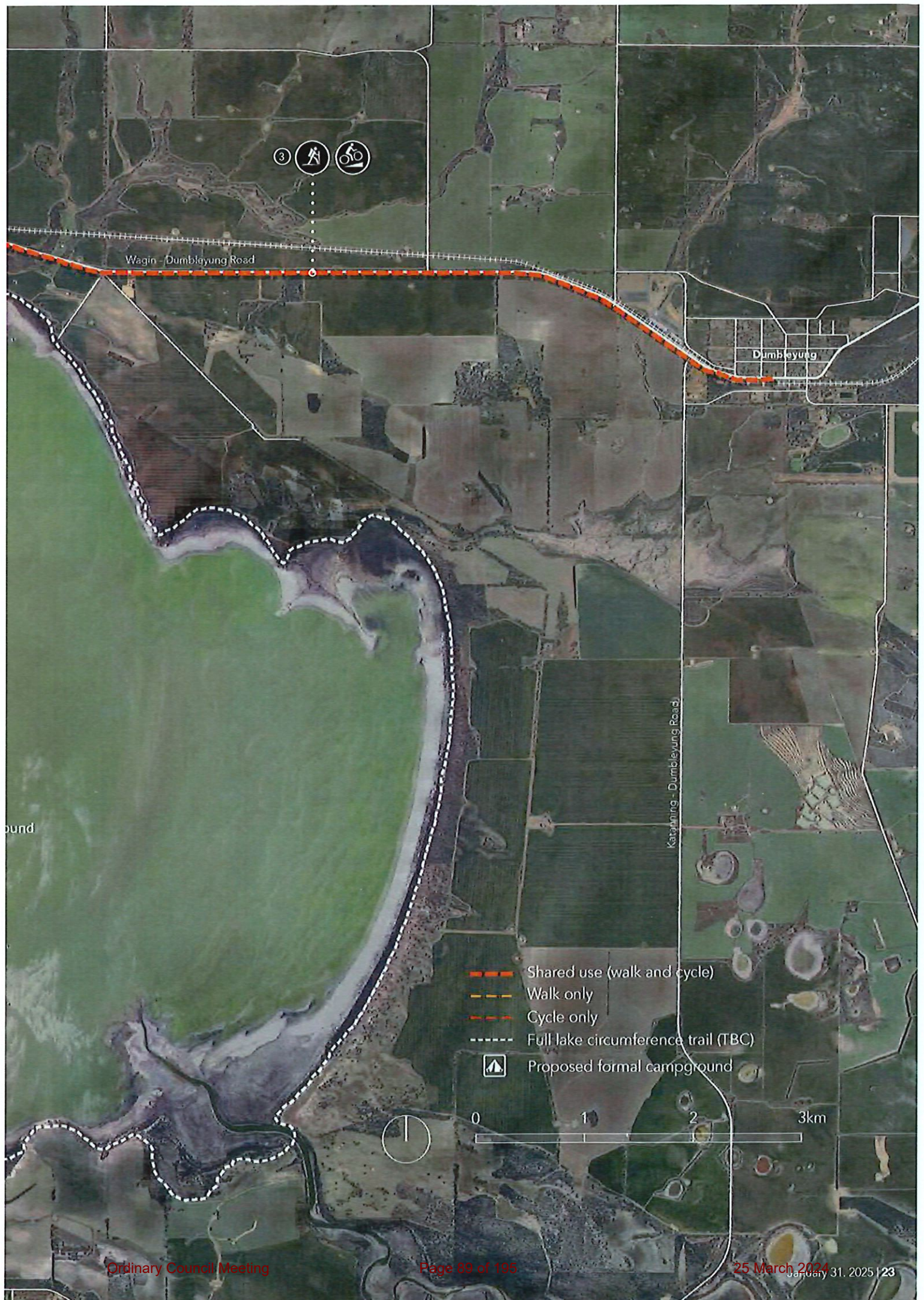
1. Interpret the values of the landscape in a consistent and wholistic manner
2. Establish a range of accommodation options

## Proposed trails

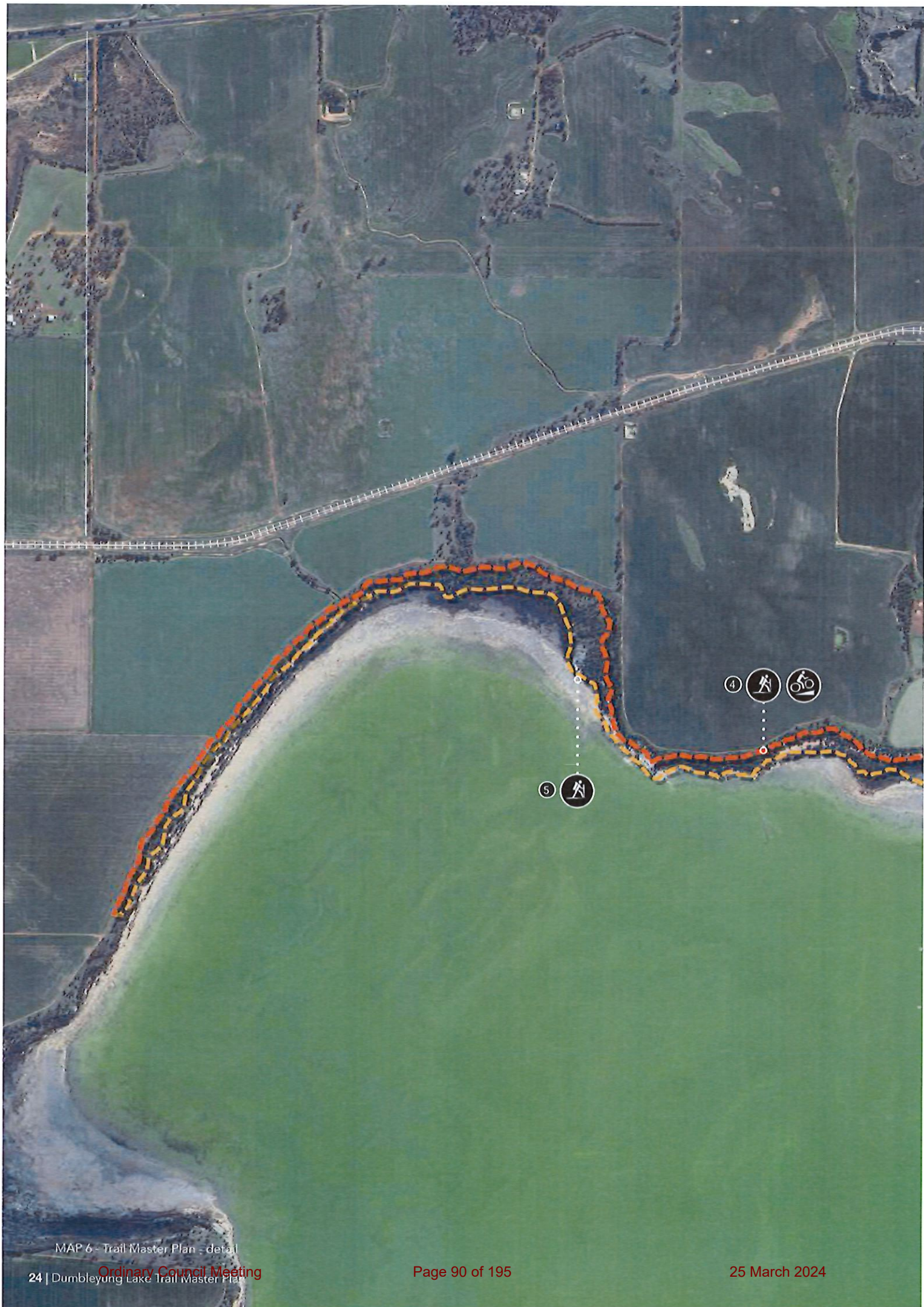
3. Shared use trail link from Dumbleyung to the Sailing Club on the Lake, utilising the road and rail reserves.
4. Shared use trail from Sailing club to Donald Campbell launch point.
5. Shoreline walk trail
6. Cooran Hill shared use trail
7. Cooran Hill shoreline walk trail

MAP 5 - Trail Master Plan

















MAP 7. Trail Master Plan - detail



### Full Lake circumference trail

A trail around the full circumference of Lake Dumbleyung has been suggested as an opportunity since 2002, with the vision for a shared use multi day experience. Previous studies (2011 Trail Development Plan) and this current study note significant constraints relating to development of a full lake circumference trail. Constraints include narrow foreshore, fluctuating water levels, areas of steep rocky terrain, tenure complexities and limited market appeal for a trail of this distance.

The shorter trail experiences outlined in this Master Plan will appeal to a wider visitor market and are more achievable in regards to overcoming the constraints identified. These proposals will still support other activation initiatives outlined in the Shire of Dumbleyung Destination Development Plan such as interpretation projects, AR/VR experiences and events. Successful implementation of shorter trails and establishment of accommodation options on the lake is a logical first step towards the possibility of a full lake circumference trail.



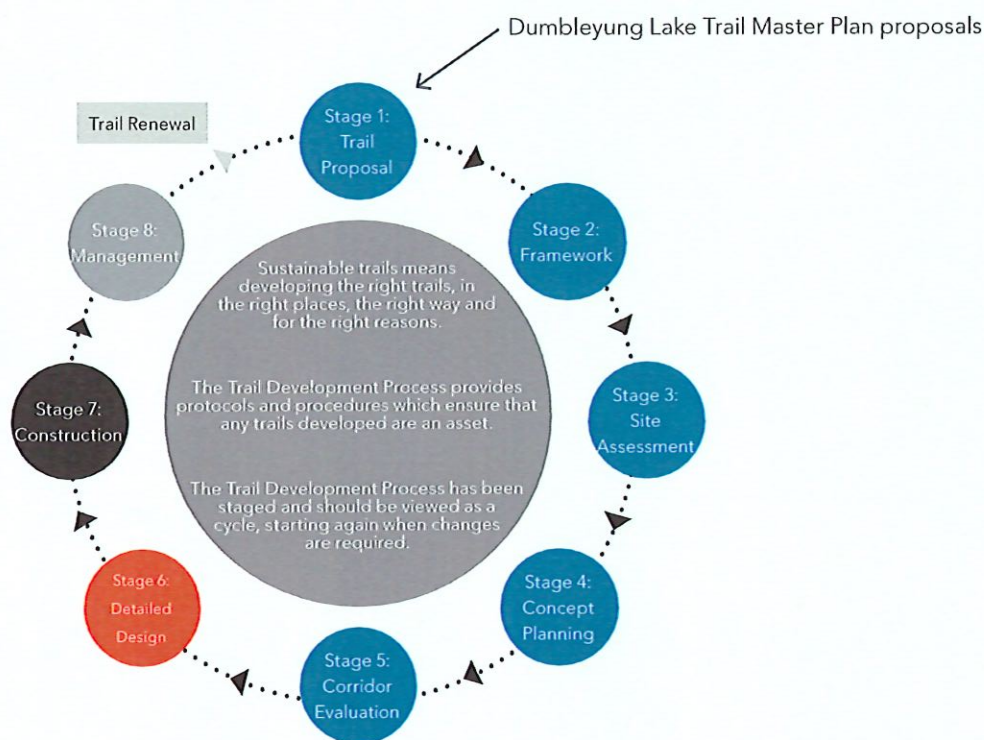
View from Pussy Cat Hill (image credit: [www.visitdumbyungshire.com/view/lake-dumbleyung](http://www.visitdumbyungshire.com/view/lake-dumbleyung))

## 5.0 Recommendations

The following recommendations provide guidance on next steps for implementation of the proposals outlined in this Dumbleyung Lake Trails Master Plan.

Area	Action	Responsible agencies/ stakeholders	Timeframe
Trail development and delivery	1.1 Progress proposals through the trail development process (refer to Figure 1). The next steps are establishing a Trail Framework to guide management, planning, design and implementation of each proposal (Master Plan items 3 to 8 ), followed by the site assessment phase.	Shire of Dumbleyung	Short - medium
	1.2 Work with various stakeholders in gathering information and stories regarding Aboriginal and European cultural heritage and engage interpretation specialists to summarise and present information accordingly. (Master Plan item 1)	Shire of Dumbleyung, Noongar locals, local community	Short
	1.3 Upgrade Sailing Club and Ski Club toilet and car parking facilities.	Shire of Dumbleyung	Medium
	1.4 Work with DBCA, DPLH and Noongar Boodja Trustee to resolve tenure constraints in the Cooran Hill area in regards to establishing a formal campground and trails. Options to explore include lease, license or vesting these parcels with the Shire to enable the Shire of Dumbleyung to proceed with implementation and management of proposals. (Master Plan item 2)	Shire of Dumbleyung, DPLH, DBCA	Medium
	1.5 Ensure appropriate engagement with Aboriginal stakeholders is undertaken in all stages of trail development, consistent with the relevant legislation, DBCA policy requirements, the WA Strategic Trails Blueprint and the South West Native Title Settlement. (Master Plan item, 2, 7 and 8)	All	Ongoing
	1.6 Identify Federal and State Government grant funding and advocacy opportunities to elicit support for construction costs to develop the trail proposals.	Shire of Dumbleyung	Short - medium
Governance	2.1 Establish a Dumbleyung Lake Trails Committee with representatives from the Shire of Dumbleyung, Shire of Wagin, DBCA, Noongar Traditional Custodians, Main Roads WA and other key stakeholders.	Shire of Dumbleyung	Short
	2.2 Determine preferred/ most suitable governance model for each trail as appropriate to each trail location and as part of the establishment of the Trail Framework.	Shire of Dumbleyung, DBCA	Short
Management	3.1 Investigate development or adoption of a volunteer program involving local clubs and community organisations to assist with the ongoing management and maintenance of trails. Formalise roles and responsibilities and ensure the program is accessible, well promoted, coordinated and adequately resourced.	Shire of Dumbleyung	Medium
	3.2 Record and analyse trail usage data and market visitation for all implemented trail facilities.	Shire of Dumbleyung	Long
Partnerships	4.1 Identify opportunities to create public-private partnerships to deliver services and infrastructure to support trail experiences and trail users, and deliver workshops on the economic, business and community opportunities and benefits.	Shire of Dumbleyung	Medium
	4.2 Investigate the opportunity for a partnership for LGA management of trails on DBCA estate.	Shire of Dumbleyung, DBCA	Short
	4.3 Encourage and support new trail business opportunities and identified gaps in service provision. Explore opportunities for further development of Aboriginal enterprise and interpretation through Wuddi Cultural Tours.	Shire of Dumbleyung	Short





	STAGE	OUTCOME
PLANNING	1. PROPOSAL Dumbleyung Lake Trail Master Plan proposals	The trail development is either supported in principle for trail development, or is not supported due to environmental, social or cultural constraints. The purpose of the proposal could be to identify suitable areas for consideration.
	2. FRAMEWORK	A project outline, developed by project steering group (stakeholders), including: project objectives, project management model, stakeholder roles, target market, requirements, standards, execution, and ongoing trail management model.
	3. SITE ASSESSMENT	Undertake a broad scale study of the area and identify constraints, soil types, vegetation etc.
	4. CONCEPT PLANNING	Identify opportunities and conceptual trail plan including broad trail corridors and infrastructure requirements.
	5. CORRIDOR EVALUATION	Detailed assessment of trail corridors for use in determining the final trail alignment.
	6. DETAILED DESIGN	Detailed trail design produced and physically flagged in the field, including: trail classifications, technical trail features (TTFs), construction types and specifications.
CONSTRUCTION	7. CONSTRUCTION	Trail is constructed in line with the detailed design.
MANAGEMENT	8. MANAGEMENT	Management plan implemented detailing maintenance and monitoring requirements.

DESKTOP

FIELD

Figure 1 - Trail development process (DLGSC, Trail Development Series, 2019)



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Ordinary Council Meeting

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25 March 2024

### 8.1.5 ARTS NARROGIN

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil.
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CR.SP.2
STRATEGIC DOCUMENT REFERENCE:	
ATTACHMENTS:	Attachment 1 – Arts Narrogin Annual Contribution Model for Local Governments

#### OFFICER RECOMMENDATION

**That Council REQUESTS that the Chief Executive Officer advises Arts Narrogin of its interest in partnering with the level 2 tier contribution tier (\$10,000) subject to availability of funding in the 2025-26 budget**

#### BRIEF SUMMARY

Arts Narrogin have written to the Shire with an offer to deliver arts programs in the Shire in return for financial investment. In reviewing the offer, Officers suggest that Council consider allocating funding of \$10,000 in the 2025-26 annual budget which would result in one touring arts production being held in the Shire.

#### BACKGROUND/COMMENT

In February 2025 Arts Narrogin wrote to the Shire seeking funding assistance. In response, Officers invited Arts Narrogin to provide the Shire with a prospectus that would detail what the Shire would receive in exchange for funding.

The prospectus is provided in Attachment 1.

The prospectus includes three funding tiers valued at \$5,000, \$10,000 and \$15,000 annually. The value proposition in each tier is shown in the table below:

Annual funding	Return on investment
\$5,000	<p>Smaller arts engagements including:</p> <ul style="list-style-type: none"> <li>• Workshops in visual arts, music, performing arts, or other creative skills development.</li> <li>• Pop up exhibitions or small scale art competitions</li> <li>• Community engagement activities for seniors, youth, or other targeted groups</li> <li>• Participation in our Take Your Bus Seats program</li> <li>• Support and collaboration to enhance existing events in your LGA</li> <li>• Support to leverage further funding to deliver expanded arts programming (grants)</li> </ul>



Annual funding	Return on investment
\$10,000	<p>One touring performing arts production and a series of arts engagements:</p> <ul style="list-style-type: none"> <li>• Workshops in visual arts, music, performing arts, or other creative skills development.</li> <li>• Pop up exhibitions or small scale art competitions</li> <li>• Community engagement activities for seniors, youth, or other targeted groups</li> <li>• Participation in our Take Your Bus Seats program</li> <li>• One live performing arts production tailored to your community, coordinated and delivered by Arts Narrogin.</li> </ul>
\$15,000	<p>Multiple touring performing arts productions and a series of arts engagement activities in your community. This could include:</p> <ul style="list-style-type: none"> <li>• A broader series of smaller-scale engagements, such as workshops, exhibitions, and targeted community engagement activities.</li> <li>• Expanded participation in the 'Take Your Bus Seats' program</li> <li>• Two live performing arts productions tailored to your community, coordinated and delivered by Arts Narrogin.</li> </ul>

Arts Narrogin offers three types of management model for live performances. These scale from the Regional Arts Venues Support program where the local government subsidises the performance financially, but Arts Narrogin manages the event and retains the box office; a shared model where the management and box office is shared; and a third-model where the local government purchases a show and retains the box office.

Officers suggest that the \$10,000 tier might be an appropriate level of investment in an arts event. This tier would have one touring performance in Wagin as well as access to the ancillary benefits.

Arts Narrogin has demonstrated a capacity to deliver live events and arts programs in the region with varying mediums. Examples of the past and current events include:

- Dami Im concert (music)
- Yuck Circus (acrobatics)
- The hypotheticals (theatre)
- Bigan Shakespeare presents Romeo & Juliet (theatre)
- An evening with Marina Prior (music)

While art programs always involve inherent risk and may not appeal to all in the community, Officers believe that partnering with Arts Narrogin represents a potential for community activation.

In the event that Council agrees, Officers would include provision in the draft 2025-26 annual budget and advise Arts Narrogin of its interest in partnering subject to adoption of the budget with the required funding.

**CONSULTATION/COMMUNICATION**

Nil.

**STATUTORY/LEGAL IMPLICATIONS**

Nil.

**POLICY IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

The funding to partners with Arts Narrogin would need to be incorporated in the 2025-26 budget.

**STRATEGIC IMPLICATIONS**

Economic development

**VOTING REQUIREMENTS**

Simple Majority

## Arts Narrogin - Annual Contribution Model for Local Governments 2025-2026

We are seeking an **annual contribution** from Local Governments to support our ongoing work in delivering high-quality arts and cultural opportunities across the region. This funding allows us to facilitate arts engagement in ways that best suit each community—whether through visual arts, workshops, or by providing access to high-quality touring performing arts productions.

We propose the following contribution tiers:

**\$5,000 per year** – Supports Arts Narrogin to deliver a series of smaller **arts engagements in your community**. This could include:

- **Workshops** in visual arts, music, performing arts, or other creative skills development.
- Pop up **exhibitions** or small scale art competitions
- **Community engagement activities** for seniors, youth, or other targeted groups
- Participation in our **Take Your Bus Seats** program, providing complimentary bus transport for residents in your LGA to attend high-quality live performances in Narrogin or other neighbouring towns.
- Support and collaboration to **enhance existing events** in your LGA
- Support to **leverage further funding** to deliver expanded arts programming (grants)

**\$10,000 per year** – Supports Arts Narrogin to deliver **one touring performing arts production** and a **series of arts engagements** in your community. This could include:

- **Workshops** in visual arts, music, performing arts, or other creative skills development.
- Pop up **exhibitions** or small scale art competitions
- **Community engagement activities** for seniors, youth, or other targeted groups
- Participation in our **Take Your Bus Seats** program, providing complimentary bus transport for residents in your LGA to attend high-quality live performances in Narrogin or other neighbouring towns.
- Support and collaboration to **enhance existing events** in your LGA
- Support to **leverage further funding** to deliver expanded arts programming (grants)
- **One live performing arts production tailored to your community**, coordinated and delivered by Arts Narrogin.  
(See below for further details on Performing Arts Event Opportunities)

**\$15,000 per year** – Supports Arts Narrogin to deliver **multiple touring performing arts productions** and a **series of arts engagement activities** in your community. This could include:

- A broader series of **smaller-scale engagements**, such as workshops, exhibitions, and targeted community engagement activities.
- Expanded participation in the **'Take Your Bus Seats' program**, providing complimentary bus transport for residents in your LGA to attend a wider range of arts events in our annual program.
- **Two live performing arts productions tailored to your community**, coordinated and delivered by Arts Narrogin. (See below for further details on Performing Arts Event Opportunities)

### Performing Arts Event Opportunities

We program high-quality events across the genres theatre, live music, acrobatics, stand-up comedy, dance, and more. There are opportunities to deliver touring productions as part of our expanded live performing arts program (RAVS) or as standalone events.

We have extensive industry connections and a strong partnership with **CircuitWest**, giving us access to some of Western Australia's best touring productions. This ensures that any performance we bring to your community is of the highest artistic and professional standard.

**Arts Narrogin will coordinate, deliver, and manage all aspects of the event**, including securing the production, handling logistics, marketing and ticketing. **We work closely with the LGA regarding the provision of in-kind support**, such as venue hire, marketing support and volunteer assistance, ensuring the event is a success while minimising administrative burden on your team.

### Performance Programming Options

We offer three flexible models for bringing **live performances** to your community:

#### RAVS Partner Program (Subsidised Shows)

- We are seeking LGAs to participate in our 2025-27 Regional Arts Venues Support (RAVS) expanded performing arts program.
- Shows in this program come at no additional cost to the LGA – Arts Narrogin RAVS funding covers all presentation costs of the event (e.g. presenter fees, travel, tech, venue hire, marketing)
- Arts Narrogin retains box office revenue.
- Arts Narrogin manages and delivers the event, including programming, logistics, ticketing, and marketing.
- The LGA's role is to provide in-kind support (e.g. venue hire, marketing support, volunteer assistance).
- This funding program is expected to continue through 2027-29, pending future grant approval.

#### Shared Risk & Reward Model

- Arts Narrogin and the LGA co-invest in bringing a high-quality performance to the community.
- The presentation costs and box office revenue are shared between Arts Narrogin and the LGA.
- Arts Narrogin manages and delivers the event, including programming, logistics, ticketing, and marketing.
- The LGA's role is to provide in-kind support (e.g. venue hire, marketing support, volunteer assistance)
- *The cost of a full-scale live performance will vary depending on the production company, touring model and funding support but typically range from \$3,000–\$10,000. Travel costs may be inclusive or additional depending on tour funding. Tech costs are also a consideration depending on the capacity of your venue. We encourage LGAs to explore the Lotterywest Arts & Culture Infrastructure grants.*

#### LGA-Purchased Show

- The LGA purchases a show outright, covering all presentation costs, while retaining full box office revenue.
- Arts Narrogin manages and delivers the event, including programming, logistics, ticketing, and marketing.
- The LGA's role is to provide in-kind support (e.g. venue hire, marketing support, volunteer assistance).
- *The cost of a full-scale live performance will vary depending on the production company, touring model and funding support but typically range from \$3,000–\$10,000. Travel costs may be inclusive or additional depending on tour funding. Tech costs are also a consideration depending on the capacity of your venue. We encourage LGAs to explore the Lotterywest Arts & Culture Infrastructure grants.*

In all options, **Arts Narrogin handles** the event delivery while the LGA plays a supporting role. We can also assist with funding applications to support events outside of the RAVS program.

As an example of our live performance opportunities for the coming financial year, these are a snippet of what we have on offer for 2025-2026:

- **‘An Evening With...’ series** – Bringing iconic Australian musicians to WA for intimate performances across small 5-6 show tours. So far we have hosted Marina Prior and Dami Im, with plans for two more events in the next financial year.
- **Circuitwest Shows on the Go** – High-quality touring productions tailored for regional audiences with touring costs subsidised by grant funding.
- **RAVS-Subsidised Events** – Opportunities to present subsidised performances in partnership with neighbouring LGAs, with production companies such as **Black Swan Theatre**

If your Local Government is interested in supporting this initiative, we'd love to discuss how we can tailor the engagement to best suit your community's needs.

## 8.1.6 PROPOSED REVISIONS TO SHIRE OF WAGIN POLICY MANUAL

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil.
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	LE.PO.1
STRATEGIC DOCUMENT REFERENCE:	Shire of Wagin Policy Manual
ATTACHMENTS:	Nil

### OFFICER RECOMMENDATION

That Council:

- **AMENDS Council Policy B3 Use of Council Equipment and Machinery for Bushfire Control by replacing the text ‘regular operators’ with ‘competent operators’**
- **DELETES Council Policy B6 Authority to issue infringements**
- **DELETES Council Policy B2 – Suspension of Prohibited Burning Period**
- **AMENDS Council Policy B8 Bushfire Communication Policy by replacing the text ‘his’ with ‘their’**
- **DELETES Council Policy C1 Standing Committees**
- **DELETES Council Policy F1 Annual Fees & Charges**
- **DELETES Council Policy F4 Wagin District High School – Use of Council Buildings**
- **DELETES Council Policy F8 Gratuity Payments**
- **DELETES Council Policy H3 Discount Sale – Outside Vendor**
- **AMENDS Council Policy W1 School Bus Policy by replacing the text ‘Councillor’ with ‘Council’**
- **DELETES Council Policy W8 Private Works**

### BRIEF SUMMARY

Section 2.7 of the *Local Government Act 1995* provides that the Council’s governing role includes determining the local government’s policies. Over time Council policies can lose their relevance or currency. The Regulation 17 review presented to Council’s Audit, Risk and Governance Committee in 2024 identified several policies where amendment was required or potentially the policy was obsolete.

Officers have undertaken a general review of the current Council Policy manual and identified several policies that are recommended for deletion because they are no longer relevant or technically correct or other minor amendments to correct language and clarify meaning.

These recommended generally deal with policies adopted some time ago that have not remained current. The proposed changes do not alter Council's position on matters, the changes and deletions are proposed most often where the policy no longer technically applies for a range of reasons.

### **BACKGROUND/COMMENT**

A scan of the Shire's consolidated policy manual available [here](#) has identified several policies that are considered either:

- recommended for deletion because they are no longer current, applicable or are more appropriately covered by a delegation or authorisation under legislation; or
- have minor amendments to correct language use.

The amendments are not intended on changing Council's policy or position on matters but are rather a clean-up of the policy manual to ensure the document's currency.

As such this exercise represents a quick tidy-up rather than a holistic review of the intent or appropriateness of all Council policies. Only those policies that are considered most clearly requiring attention have been selected.

The existence of non-current or technically incorrect policies is a frequent target of external audit (such as the Regulation 17 review) and as such merit's Council's attention.

A list of the rationale for the Officer's recommendation are below:

#### *Policy B3 Use of Council Equipment and Machinery for Bushfire Control*

This policy provides that Shire equipment and plant is to be available for bushfire response in the district. The policy states that equipment and machinery is to be utilised only by 'regular operators'. During the extraordinary circumstances of the 24 January 2025 fires non-employees were permitted to use Shire plant. It is suggested that the term 'regular operators' is replaced by 'competent operators' which removes any doubt about the meaning of the term regular.

#### *Policy B6 Authority to issue infringements*

Council Policy B6 Authority to Issue Infringements was adopted in 1977 with the intention to permit the Chief Bushfire Control Officer to issue infringement notices under the *Bush Fire Act 1954*.

The instrument of exercising a power under s59 of the *Bush Fire Act 1954* should be a delegation rather than a policy. Officers are not aware of any instances where the Chief Bush Fire Control Officer issues infringements and given that infringements can effectively be appealed and result in Court action, Officers suggest that this policy should be repealed with the power to issue infringements remaining with the Chief Executive Officer per Delegation 10.



### *Policy B2 – Suspension of Prohibited Burning Period*

This policy is intended to permit the Shire President and Chief Bushfire Control Officer to amend or suspend prohibited burning periods. No policy is required as the appropriate instrument is a delegation which already exists in the form of delegation 10.

### *Policy B8 Bushfire Communication Policy*

In the rules of use replace the term 'his' with 'their' to ensure gender neutrality of the position of CEO.

### *Policy C1 Standing Committees*

Following Council's resolution to amend its Committee and Advisory Group structure and update Council Policy C2 related to meeting fees and expenses, the content of this policy is no longer current or required. It is recommended that the policy is deleted.

### *Policy F1 Annual Fees & Charges*

This policy requires that a Finance and General-Purpose Committee or Council shall review all charges and fees prior to each annual budget meeting. With the implementation of a budget development process adopted each year by Council this policy is considered redundant and recommended for deletion.

### *Policy F4 Wagin District High School – Use of Council Buildings*

This policy provides a blanket exemption to the Wagin District High School to use the Town Hall, Recreation Centre Lounge Area or Eric Farrow Pavilion for educational purposes free of charge.

From a technical governance perspective as identified in the last Regulation 17 review, this exemption from fees is a waiver of fees under section 6.12 of the *Local Government Act 1995*. Each time that a waiver occurs section 6.12 of the Act would require a Council Resolution or the exercising of the delegation. With the change to delegation accommodated in the separate paper to this agenda, this policy can be deleted and the intention of Council to provide Council facilities for the use by the High School would still persist.

### *Policy F8 Gratuity Payments*

At the May 2024 Ordinary Council Meeting, Council adopted policy A31 Payments to Employees in Addition to Contract or Award. This more recently adopted policy covers the matters in the older policy F8 Gratuity Payments. It is recommended that policy F8 Gratuity is deleted.

### *Policy H3 Discount Sale – Outside Vendor*

This policy states that local organisations, clubs, groups or church organisations are exempted from this policy. Any exemption to be granted only by the Chief Executive Officer. It is not clear to the current administration what the purpose of this policy is and it is recommended that the policy is deleted.

### *Policy W1 School Bus Policy*

The policy states that "Safety signs will also be approved if in the opinion of the Manager of Works and Councillor deems a dangerous situation exists". Officers believe that this was intended to state 'Council' rather than 'Councillor' deems a dangerous situation and should be amended as such.

### *Policy W8 Private Works*

This policy covers circumstances where private works can be conducted by the Shire. The provisions in the policy currently as drafted do not reference the correct legislation. The management of private works which is undertaken from time to time with the approval of the Chief Executive Officer and Manager of Works through the Shire's adopted fees and charges is considered by Officers to be quite routine and that the policy is unnecessary.

## **CONSULTATION/COMMUNICATION**

Nil.

## **STATUTORY/LEGAL IMPLICATIONS**

There is no legal requirement to regularly review Council policies but ensuring that policies are current is considered to be good practice.

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

Nil

## **STRATEGIC IMPLICATIONS**

Council leadership

## **VOTING REQUIREMENTS**

Simple Majority

## 8.1.7 REVIEW OF DELEGATIONS 2025

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	May 2024 – 5181 June 2024 - 5204
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	LE.PO.1
STRATEGIC DOCUMENT REFERENCE:	Nil.
ATTACHMENTS:	Attachment 1 Register of Delegations and Authorisations  Attachment 2 draft Register of Delegations and Authorisations with amendments

### OFFICER RECOMMENDATION

**That Council pursuant to section 5.46 of the *Local Government Act 1995* REVIEWS the Register of Delegations and Authorisations as contained within Attachment 1 and AMENDS the delegations in Attachment 2.**

### BRIEF SUMMARY

Legislation requires the local government to review its delegations every year. In June 2024 Council adopted significant changes to the register of delegations and made several amendments over the course of the year reflecting changes in the organisation.

Officers have reviewed the current delegations in the context of several older Shire policies and recommend minor amendments to achieve consistency between the delegations and Shire policies.

### BACKGROUND/COMMENT

Following significant amendments to the register of delegation in 2024, Officers are not proposing amendments as part of the 2025 review at this time. Throughout the year Council adopted small changes to the register to keep current with organisational changes such as the appointment of the Shire of Narrogin to conduct ranger services.

This recommendation is based on a desktop review of current register and comparison with other local government registers. During the Chief Executive Officer's tenure with the Shire, the day to day operations of the local government have been conducted within the parameters of the delegations adopted in June 2024.



The following amendments are proposed:

- Delegation 10 – *Bush Fires Act 1954*

Minor amendments are recommended in point a) to remove the sub-delegation which is already covered by the delegation to the Shire President and Chief Bush Fire Control Officer. In point b, it is recommended that an explicit reference is made to section 59A of the Act which enables prosecution to occur via infringement notice.

- Delegation 32 – Defer, Waive of Write off Debts

Council Policy F4 Wagin District High School – Use of Council Buildings intends to provide a waiver for fees associated with the use of the Town Hall, Recreation Centre Lounge Area or Eric Farrow Pavilion. This should be instead incorporated as a delegation as identified in the last Regulation 17/5 review. This would be achieved by adding a point 'd' 'waiver of fees by the Wagin District High School for the use of Council facilities for education purposes.

Pending Council's resolution, the date of last review would be updated for each delegation and authorisation.

## **CONSULTATION/COMMUNICATION**

Nil.

## **STATUTORY/LEGAL IMPLICATIONS**

Section 5.46 of the *Local Government Act 1995* requires Council to review the delegations register annually.

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

Nil.

## **STRATEGIC IMPLICATIONS**

Council leadership

## **VOTING REQUIREMENTS**

Absolute Majority



# DELEGATIONS and AUTHORISATIONS REGISTER

As presented to Council 25 June 2024

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## INTRODUCTION

### **Purpose of Delegating Authority**

The aim of delegated authority is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the Shire of Wagin's commitment to a strong customer service focus.

The Delegated Authority Register details the head of power for each delegation, including legislation and Council policies, to enable easier cross-referencing. The Register will be reviewed on an annual basis in accordance with the requirements of s. 5.46 (2) of the *Local Government Act 1995*, with the coordination of the review to be performed by the Chief Executive Officer.

### **Legislation**

The *Local Government Act 1995* allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the *Local Government Act 1995*, except for those listed in s. 5.43.

All delegations made by the Council must be by Absolute Majority [s. 5.42(1)].

Apart from the *Local Government Act 1995*, its regulations and the Shire of Wagin local laws created under the Act, a number of other pieces of legislation.

## DELEGATED AUTHORITY REGISTER

### **Delegation by the Chief Executive Officer**

Legislation (including the *Local Government Act 1995*) can provide for delegation of authority by Council to the Chief Executive Officer and also allow the Chief Executive Officer to further delegate a particular power or powers to another employee.

Sub-delegation this delegation must be made in writing, and must include any conditions or limitations placed by Council on the original delegation.

The Chief Executive Officer may also delegate the exercise of any power, or the discharge of any duty granted under the *Local Government Act 1995* by right of his or her position as Chief Executive Officer, other than the power of delegation itself [s. 5.44 (1)].

Under s. 5.46(1) and s. 5.46(2) of the *Local Government Act 1995*, a Register of Delegations relevant to the Chief Executive Officer and other Shire employees is to be kept and reviewed at least once in every financial year. Officers are also required to keep certain records whenever they exercise a power or duty which has been delegated to them [s. 5.46(3)].

This record must contain the following information [Reg. 19 – *Local Government (Administration) Regulations 1996*]:

- How the person exercised the power or discharged the duty;
- When the person exercised the power or discharged the duty; and
- The persons or classes of persons, other than Council or committee members or employees of the local government, directly affected by the exercise of the power or discharge of the duty.

Officers with delegated powers are responsible for ensuring that the requirements of Reg. 19 are complied with.

A person to whom a power is delegated under the *Local Government Act 1995* is considered to be a ‘designated employee’ under s. 5.74(b) of the *Local Government Act 1995* and is required to complete a Primary Return when commencing in the position and an Annual Return for each financial year thereafter.

These persons are those that hold the office of:

- Chief Executive Officer
- Deputy Chief Executive Officer
- Manager of Finance
- Manager of Works

**Delegation No:1      Abandoned Vehicles**

<b><i>Date Adopted:</i></b>	24 April 2012 #1896
<b><i>Date Last Reviewed:</i></b>	25 June 2024 #5204
<b><i>Policy Reference:</i></b>	None

<b><i>Delegate:</i></b>	CEO
<b><i>On-Delegated:</i></b>	Yes

**Legal (Parent):** Local Government Act 3.39 3.40, 3.40, 3.42 and 3.44 “An employee authorised by a Local Government for the purpose may remove and impound and goods that are involved in a contravention that can lead to impounding”

**Legal (Subsidiary):**

**Other Comments/Instructions/Persons On-Delegated**

Council delegates its authority and power to remove and impound vehicle wrecks, impoundment of non-perishable goods contained in the vehicle and to declare a vehicle as an abandoned wreck.

**Delegate:**

**Chief Executive Officer**

**On-Delegated:**

**Manager of Works**

**Delegation No:2      Blank**



Delegation No:3

### Agreement to Payment of Rates and Service Charges

<b>Date Adopted:</b>	24 April 2012 #1896
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	Finance Policy F.2

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

**Legal (Parent):** Local Government Act s 6.49  
“A Local Government may accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person.”

**Legal (Subsidiary):**

### Other Comments

Council delegates to the Chief Executive Officer the authority and power to accept payment of a rate service charge due and payable by a person in accordance with an written agreement made with the person. Special payment agreements may be entered into for cases of special hardship for payment of rates, service charges, and domestic rubbish removal charges.

**Delegate:**

**Chief Executive Officer**

**On-Delegated:**

**Deputy Chief Executive Officer  
Manager of Finance**

Delegation No:4

**Blank**

Delegation No:5	<b>Approval/Refusal Building Applications</b>
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<b>Date Adopted:</b>	May 2002
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	Health/Building/Planning Policy HBP.4

<b>Delegate:</b>	BS
<b>On-Delegated:</b>	No

**Legal (Parent):** Building Act 2011

**Legal (Subsidiary):**

Other Comments/Instructions/Persons On-Delegated
<p>Council delegates its powers and duties of the Building Act 2011.</p> <p><b><u>Delegate:</u></b></p> <p><b><u>Chief Executive Officer</u></b></p> <p><b><u>Building Surveyor</u></b></p>

Delegation No:6	<b>Blank</b>
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Delegation No:7	Blank
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Delegation No:8	Blank
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Delegation No:9	Blank
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<b>Date Adopted:</b>	April 1997
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	Bushfire Policies B.2 / B.3 / B.6

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

**Legal (Parent):** Bush Fires Act 1954  
s48

1) A local government may, in writing, delegate to its Chief Executive Officer the performance of any of its functions under this Act

2) Performance by the Chief Executive Officer of a local government is a function delegated under subsection (1) –

a) is taken to be in accordance with the terms of a delegation under this section, unless the contrary is shown; and

b) is to be treated as performance by the local government

3) A delegation under this section does not include the power to subdelegate

**Legal (Subsidiary):**

### Other Comments/Instructions/Persons On-Delegated

- (a) s17 and s18 Suspend Prohibited and Restricted Burning Period – authority to suspend or amend prohibited burning and restricted burning periods.

**Delegate:**

**Shire President and Chief Bush Fire Control Officer (jointly)**

**On-Delegated:**

**In Conjunction with Chief Bush Fire Control Officer (CBFCO)**

- (b) s59 Commencement of prosecution and issue of infringements

**Delegate:**

**Chief Executive Officer**

- (c) s33 Local government may require occupier of land to plough or clear fire-break

**Delegate**

**Chief Executive Officer**



Delegation No:11      Blank

Delegation No:12      **Closure of Thoroughfares**

<b><i>Date Adopted:</i></b>	Dec 2008
<b><i>Date Last Reviewed:</i></b>	25 June 2024 #5204
<b><i>Policy Reference:</i></b>	Works Policy W.16

<b><i>Delegate:</i></b>	CEO
<b><i>On-Delegated:</i></b>	Yes

**Legal (Parent):** Local Government Act 1995  
Section 3.50, 3.50A, 3.51

**Legal (Subsidiary):** Road Traffic Act 1974

**Other Comments/Instructions/Persons On-Delegated**

Council delegates its authority and power to the Chief Executive Officer to undertake the necessary consultation and action for closure of the thoroughfares to vehicles in cases of emergency or in connection with Council works, and to ensure that when works are carried out associated with fixing or altering the level of or alignment of a public thoroughfare that access by vehicles on or to land adjoining the thoroughfare can be reasonably provided.

**Authorised Officer:**

**Chief Executive Officer**

**On-Delegated:**

**Manager of Works**

**Delegation No:13      Reserves under control of local government**

<b>Date Adopted:</b>	24 April 2012 Minute #1896
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	None

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

**Legal (Parent):** Local Government Act 1995 s3.54 "If land reserved under the Land Administration Act 1997 is vested or placed under the control and management of a Local Government, it may do anything for the purpose of controlling and managing that land"

**Legal (Subsidiary):** Land Administration Act 1997 Section 5, Parks and Reserves Act 1895

**Other Comments**

If land reserved under the *Land Administration Act 1997* is vested in or placed under the control and management of a local government, the local government may do anything for the purpose of controlling and managing that land that it could do under section 5 of the *Parks and Reserves Act 1895* if it were a Board appointed under that Act to manage and control the land and for that purpose a reference in that section to a by-law is to be read as a reference to a local law.

**Authorised Officer:**

**Chief Executive Officer**

**On-Delegated:**

**Manager of Works**

**Delegation No:14      Blank**

**Delegation No:15      Blank**

**Delegation No:16      Blank**

**Delegation No:17 Investments**

<b>Date Adopted:</b>	22 June 2010
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	Finance Policy F.17

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

**Legal (Parent):** Local Government Act 1995  
Section 6.14 – invested in accordance with Part  
III of the Trustees Act 1962

“Power to Invest – subject to the regulations,  
money held in the municipal or the trust fund of  
a local government that is not, for the time  
being, required by the local government for any  
other purpose may be invested in accordance  
with Part III of the Trustees Act 1962”

**Legal (Subsidiary):** Regulation 19, 28 and 49  
Local Government (Financial Management)  
Regulations 1996

**Other Comments/Instructions/Persons On-Delegated**

Council delegates authority and power to invest surplus funds in accordance with Council  
Policy, Finance Policy F.17.

**Authorised Officers:**

**Chief Executive Officer**

**On-Delegated:**

**Deputy Chief Executive Officer**

**Delegation No:18 Blank**

**Delegation No:19 Blank**



## Delegation No:20      Payment of Accounts

<b>Date Adopted:</b>	24 April 2012 Minute #1896
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	None

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

**Legal (Parent):** Local Government (Financial Management) Regulation 12

"A payment may only be made from the municipal or trust fund – (a) if the Local Government has delegated to the CEO the exercise of its powers to make payments from those funds by the CEO; or (b) otherwise, if the payment is authorised in advance by a resolution of council."

**Legal (Subsidiary):**

## Other Comments

Council Delegates its authority and power to the Chief Executive Officer to make payments from the Municipal or Trust Fund provided:

1. A list of payments made is presented to Council, in accordance with Financial Management Regulation 13.
2. All cheques signed are to be by two authorised signatories. The Chief Executive Officer or Manager of Finance or Deputy Chief Executive Officer or Manager of Works
3. The following procedure is to be implemented for the authorisation of payments made by Electronic Funds Transfer (EFT):
  - (i) A list of payments to be made by EFT is checked and authorised by the Chief Executive Officer or the Deputy Chief Executive Officer or the Manager of Finance
  - (ii) Online authorisation for the funds transfer is made by any two of the Chief Executive Officer or Manager of Finance or Deputy Chief Executive Officer or Manager of Works
  - (iii) Council is given a list of payments made by EFT each month as part of the financial statement sent out with the agendas.

### **Authorised Officer:**

**Chief Executive Officer**

### **On-Delegated:**

**Manager of Finance**

**Deputy Chief Executive Officer**

**Manager of Works**

**Delegation No:21      Planning Applications**

<b>Date Adopted:</b>	16 March 1999
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	Health/Building/Planning Policy HBP.21

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

**Legal (Parent):**

*s82 Planning and Development (Local Planning Schemes) Regulations 2015*

(1) The local government CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's functions under this Scheme other than this power of delegation.

(2) A delegation under this clause must be in writing and may be general or as otherwise provided in the instrument of delegation.

(3) Subject to any conditions imposed by the local government on its delegation to the local government CEO under clause 82, this clause extends to a power or duty the exercise or discharge of which has been delegated by the local government to the CEO under that clause.

**Legal (Subsidiary):**

**Other Comments/Instructions/Persons On-Delegated**

*s82 Planning and Development (Local Planning Schemes) Regulations 2015*

Council delegates authority to grant approval to Planning Applications for permitted uses which comply with all requirements of the Local Planning Scheme No. 2 and where no objections have been received.

**Delegate:**

**Chief Executive Officer**

Delegation No:22      **Power and Duties - Food Act 2008**

<b><i>Date Adopted:</i></b>	24 April 2012 Minute #1896
<b><i>Date Last Reviewed:</i></b>	25 June 2024 #5204
<b><i>Policy Reference:</i></b>	None

<b><i>Delegate:</i></b>	CEO
<b><i>On-Delegated:</i></b>	Yes
<b><i>Chief Executive Instruction:</i></b>	Yes

**Legal (Parent):** Food Act 2008  
“An Act providing for the safety and suitability of food for human consumption, and for related purposes.”

**Legal (Subsidiary):** Section 122 126 (2) 126 (6) 126 (7) of the Food Act 2008

**Other Comments**

Council delegates its authority and powers to the Chief Executive Officer the capacity to exercise and discharge all or any of the powers and functions of the enforcement agency in regard to the Food Act 2008.

**Authorised Officer:**

**Chief Executive Officer**



**Delegation No:23      Dog Act 1976**

<b>Date Adopted:</b>	22 June 2010
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	None

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

**Legal (Parent):**

10AA. Delegation of local government powers and duties (1) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, delegate to its chief executive officer any power or duty of the local government under another provision of this Act. (2) The delegation must be in writing. (3) The delegation may expressly authorise the delegate to further delegate the power or duty. (4) A local government's chief executive officer who is exercising or performing a power or duty that has been delegated as authorised under this section, is to be taken to do so in accordance with the terms of the delegation unless the contrary is shown. (5) Nothing in this section limits the ability of a local government's chief executive officer to perform a function through an officer or agent.

**Legal (Subsidiary):**

**Other Comments/Instructions/Persons On-Delegated**

Council delegates its authority and power to enable the officers authorised to deal with matters pertaining to the Dog Act of 1976.

**Delegate:**

**Chief Executive Officer**

**On Delegated:**

**Deputy Chief Executive Officer**

**Delegation No:24      Blank**

Delegation No:25      **Public Health Act 2016**

<b><i>Date Adopted:</i></b>	August 2006
<b><i>Date Last Reviewed:</i></b>	25 June 2024 #5204
<b><i>Policy Reference:</i></b>	None

<b><i>Delegate:</i></b>	CEO
<b><i>On-Delegated:</i></b>	No
<b><i>Chief Executive Instruction:</i></b>	

**Legal (Parent):**

**Public Health Act 2016 s21**

A power or duty conferred or imposed on an enforcement agency may be delegated — (a) if the enforcement agency is the Chief Health Officer, in accordance with section 9; or (b) if the enforcement agency is a local government, to — (i) the chief executive officer of the local government; or (ii) an authorised officer designated by the local government;

**Legal (Subsidiary):**

1.

**Other Comments/Instructions/Persons On-Delegated**

Authority to designate a person or class of persons as authorised officers for the purposes of the Public Health Act 2016

**Delegate:**

**Chief Executive Officer**

**On-Delegated:**

**Environmental Health Officer – (Contract Shire of Narrogin)**

Delegation No:26      **Blank**

Delegation No:27      **Blank**

Delegation No:28      **Blank**

Delegation No:29      **Blank**

## Delegation No:30 Tendering for Goods and Services

<b>Date Adopted:</b>	24 June 2014
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	Finance Policy F.15

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Not Applicable
<b>Chief Executive Instruction:</b>	

### Legal (Parent):

1. Local Government Act 1995, Section 3.57.
2. Local Government Act 1995, Section 5.42.

### Legal (Subsidiary):

1. Local Government (Financial Management) Regulations 1996, as amended

## Other Comments/Instructions/Persons On-Delegated

Council delegates its authority and power to the Chief Executive Officer to -

1. Call tenders for works or services prior to entering in to contract with others in respect to supply of goods or services exceeding \$250,000
2. Call tenders for the provision of works or services not exceeding a value of \$250,000 and to accept what is to be deemed the most advantageous tender;
3. Determine in writing the criteria for deciding which tender should be accepted, subject to Regulation 14 (2a) of the Local Government (Functions and General) Regulations 1996;

Subject to-

- (i) Tenders called subject to (1) and (2) above, are to comply with Council's Purchasing/Tender Guide Policy.
- (ii) The goods or services being listed in the Shires Adopted Annual Budget;
- (iii) The criteria, once determined in (3) above, it is to be incorporated in the tender documentation.

**Delegate**

**Chief Executive Officer**

**On-Delegated:**

**Nil**



**Delegation No:31     *Local Government (Uniform Local Provisions) Regulations 1996***

<b><i>Date Adopted:</i></b>	25 June 2024 #5204
<b><i>Date Last Reviewed:</i></b>	
<b><i>Policy Reference:</i></b>	

<b>Delegate:</b>	CEO
<b><i>On-Delegated:</i></b>	

**Legal (Parent):**  
s5.42 of the *Local Government Act 1995*

**Legal (Subsidiary):**  
1.

**Other Comments/Instructions/Persons On-Delegated**

Powers of the Local Government including but not limited to functions related to serving notices and providing approvals related to local government land and thoroughfares

***Delegate***

**Chief Executive Officer**

**On-Delegated:**

**Manager of Works**

**Delegation No:32    *Defer, Waive or Write off Debts***

<b><i>Date Adopted:</i></b>	25 June 2024 #5204
<b><i>Date Last Reviewed:</i></b>	
<b><i>Policy Reference:</i></b>	

<b><i>Delegate:</i></b>	CEO
<b><i>On-Delegated:</i></b>	No

**Legal (Parent):**  
s5.42 of the *Local Government Act 1995*

**Legal (Subsidiary):**  
1.

**Other Comments/Instructions/Persons On-Delegated**

The CEO is delegated power to approve reduction in fees and charges – a) the request is from a local community, charitable or not-for-profit organisation; b) the event is for the specific benefit of the local community; c) the request of the organisation does not exceed \$500 ex GST or \$2000 ex GST for a given financial year

***Delegate***  
***Chief Executive Officer***

**On-Delegated:**  
***Nil***

**Delegation No:33    Recovery of Rates or Service Charges**

<b>Date Adopted:</b>	25 June 2024 #5204
<b>Date Last Reviewed:</b>	
<b>Policy Reference:</b>	F14 Rate Recover

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	No

**Legal (Parent):**  
s5.42 of the *Local Government Act 1995*

**Legal (Subsidiary):**  
1.

**Other Comments/Instructions/Persons On-Delegated**

Commence proceedings to recover unpaid rates or service charges

**Delegate**

**Chief Executive Officer**

**On-Delegated:**

**Nil**

**Delegation No:34    Cat Act 2011**

<b><i>Date Adopted:</i></b>	25 June 2024 #5204
<b><i>Date Last Reviewed:</i></b>	
<b><i>Policy Reference:</i></b>	

<b><i>Delegate:</i></b>	CEO
<b><i>On-Delegated:</i></b>	Yes

**Legal (Parent):**  
S44 of the *Cat Act 2011*

**Legal (Subsidiary):**  
1.

**Other Comments/Instructions/Persons On-Delegated**

Powers of the Cat Act 2011 including registration, giving notice and approval to breed

***Delegate***

***Chief Executive Officer***

**On-Delegated:**

***Deputy Chief Executive Officer***

***Ranger***

***Customer Service Officer***

***Administration Officer***



**Delegation No:35     Graffiti Vandalism Act 2016**

<b>Date Adopted:</b>	25 June 2024 #5204	<b>Delegate:</b>	CEO
<b>Date Last Reviewed:</b>		<b>On-Delegated:</b>	No
<b>Policy Reference:</b>			

<b>Legal (Parent):</b> s16 Graffiti Vandalism Act 2016	<b>Legal (Subsidiary):</b> 1.
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**Other Comments/Instructions/Persons On-Delegated**

Powers of the *Graffiti Vandalism Act 2016* to order the obliteration of graffiti including on private property

**Delegate**

**Chief Executive Officer**

**On-Delegated:**

**Nil**

**Authorisation No:1 Local Government Act 1995 – Appoint Authorised Persons**

Appointing entity	Chief Executive Officer
Express power to appoint	Local Government Act 1995 s9.10 Appointment of authorised persons
Appointments	<p>For the purposes of the <i>Local Government Act 1995</i>:</p> <p>s.9.16 – Giving of notice</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Ranger</li> <li>• Ranger (Contractor)</li> </ul> <p>s9.16 – Giving of notice (for purposes of regulation 70 of the <i>Building Regulations 2012</i>)</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Environmental Health Officer (Shire of Narrogin)</li> </ul> <p>For the purposes of carrying out the powers and duties of an Authorised Person under the <i>Caravan Parks and Camping Grounds Regulations 1997</i>:</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Environmental Health Officer (Shire of Narrogin)</li> <li>• Ranger</li> <li>• Ranger (Contractor)</li> </ul> <p>For the purposes of the <i>Caravan Parks and Camping Grounds Act 1995</i>:</p> <p>s.18 - Powers of Entry, s.20 - Entry of occupied caravan or camp and s.23(2) - Issue an infringement notice</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Environmental Health Officer (Shire of Narrogin)</li> <li>• Ranger</li> <li>• Ranger (Contractor)</li> </ul> <p>For the purposes of carrying out the powers and duties of an Authorised Person under the <i>Cat Act 2011</i>:</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Ranger</li> <li>• Ranger (Contractor)</li> </ul> <p>For the purposes of carrying out the powers and duties of an Authorised Person under the <i>Dog Act 1976</i>:</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Ranger</li> <li>• Ranger (Contractor)</li> </ul> <p>For the purposes of carrying out the powers and duties of an Authorised Person under the Local Government (Miscellaneous Provisions) Act 1960: Part XX related to the impounding of cattle.</p>

	<ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Ranger</li> <li>• Ranger (Contractor)</li> </ul>
History:	Authorisation Approved 25 June 2024 (5204)

#### Authorisation No:2 *Dog Act 1976* – Authorised Registration Officers

Appointing entity	Local Government
Express power to appoint	s3 <i>Dog Act 1976</i>
Appointments	<p>Perform functions in the <i>Dog Act 1976</i> related to registration of dogs.</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Administration Officer</li> <li>• Customer Support Officer</li> </ul>
History:	Authorisation Approved 25 June 2024 (5204)

#### Authorisation No:3 *Local Government Act 1995* – s3.24 – Authorised persons directions relating to land

Appointing entity	Local Government
Express power to appoint	s3.24 Local Government Act 1995
Appointments	<p>Appointment of Authorised Persons to exercise the powers given to a local government under Subdivision 2 – Certain provision about land:</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Manager of Works</li> </ul>
History:	Authorisation Approved 25 June 2024 (5204)

#### Authorisation No:4 *Public Health Act 2016* – Appointment of Environmental Health Officer

Appointing entity	Local Government
Express power to appoint	s24 Public Health Act 2016
Appointments	<p>Appointment of Environmental Health Officer</p> <ul style="list-style-type: none"> <li>• Environmental Health Officer (Narrogin)</li> </ul>
History:	Authorisation Approved 25 June 2024 (5204)

### Authorisation No:5 Shire of Wagin Local Laws

Appointing entity	Local Government
Express power to appoint	s9.10 Appointment of authorised persons
Appointments	<p>Appointment of Chief Executive Officer as authorised person to administer the following local laws:</p> <ul style="list-style-type: none"> <li>• <i>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2001</i></li> <li>• <i>Cemeteries Local Law 2001</i></li> <li>• <i>Control of Refuse on Building Sites Local Law 2001</i></li> <li>• <i>Dogs Local Law 2001</i></li> <li>• <i>Extractive Industries Local Law 2016</i></li> <li>• <i>Fencing Local Law 2001</i></li> <li>• <i>Health Local Law 2001</i></li> <li>• <i>Local Government Property Local Law 2001</i></li> <li>• <i>Standing Orders Local Law 2001</i></li> <li>• <i>Unightly Land Refuse, Rubbish or Disused Material on Local Land Local Law 2008</i></li> </ul>
History:	Authorisation Approved 25 June 2024 (5204)

### Authorisation No:6 Building Regulations 2012 – Inspection of barrier to private swimming pool

Appointing entity	Council
Express power to appoint	r53 - Inspection of barrier to private swimming pool
Appointments	<p>Appointment of Building Surveyor (Shire of Narrogin) as an authorised person to inspect the barrier to the private swimming pool at intervals of no more than 4 years for the purpose of monitoring whether the provisions in regulations 50 and 52 are being complied with.</p>
History:	Authorisation Approved 25 June 2024 (5204)





# DELEGATIONS and AUTHORISATIONS REGISTER

As presented to Council 25 June 2024

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## INTRODUCTION

### **Purpose of Delegating Authority**

The aim of delegated authority is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the Shire of Wagin's commitment to a strong customer service focus.

The Delegated Authority Register details the head of power for each delegation, including legislation and Council policies, to enable easier cross-referencing. The Register will be reviewed on an annual basis in accordance with the requirements of s. 5.46 (2) of the *Local Government Act 1995*, with the coordination of the review to be performed by the Chief Executive Officer.

### **Legislation**

The *Local Government Act 1995* allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the *Local Government Act 1995*, except for those listed in s. 5.43.

All delegations made by the Council must be by Absolute Majority [s. 5.42(1)].

Apart from the *Local Government Act 1995*, its regulations and the Shire of Wagin local laws created under the Act, a number of other pieces of legislation.

## DELEGATED AUTHORITY REGISTER

### **Delegation by the Chief Executive Officer**

Legislation (including the *Local Government Act 1995*) can provide for delegation of authority by Council to the Chief Executive Officer and also allow the Chief Executive Officer to further delegate a particular power or powers to another employee.

Sub-delegation this delegation must be made in writing, and must include any conditions or limitations placed by Council on the original delegation.

The Chief Executive Officer may also delegate the exercise of any power, or the discharge of any duty granted under the *Local Government Act 1995* by right of his or her position as Chief Executive Officer, other than the power of delegation itself [s. 5.44 (1)].

Under s. 5.46(1) and s. 5.46(2) of the *Local Government Act 1995*, a Register of Delegations relevant to the Chief Executive Officer and other Shire employees is to be kept and reviewed at least once in every financial year. Officers are also required to keep certain records whenever they exercise a power or duty which has been delegated to them [s. 5.46(3)].

This record must contain the following information [Reg. 19 – *Local Government (Administration) Regulations 1996*]:

- How the person exercised the power or discharged the duty;
- When the person exercised the power or discharged the duty; and
- The persons or classes of persons, other than Council or committee members or employees of the local government, directly affected by the exercise of the power or discharge of the duty.

Officers with delegated powers are responsible for ensuring that the requirements of Reg. 19 are complied with.

A person to whom a power is delegated under the *Local Government Act 1995* is considered to be a ‘designated employee’ under s. 5.74(b) of the *Local Government Act 1995* and is required to complete a Primary Return when commencing in the position and an Annual Return for each financial year thereafter.

These persons are those that hold the office of:

- Chief Executive Officer
- Deputy Chief Executive Officer
- Manager of Finance
- Manager of Works



**Delegation No:1      Abandoned Vehicles**

<b><i>Date Adopted:</i></b>	24 April 2012 #1896
<b><i>Date Last Reviewed:</i></b>	25 June 2024 #5204
<b><i>Policy Reference:</i></b>	None

<b><i>Delegate:</i></b>	CEO
<b><i>On-Delegated:</i></b>	Yes

**Legal (Parent):** Local Government Act 3.39 3.40, 3.40, 3.42 and 3.44 "An employee authorised by a Local Government for the purpose may remove and impound and goods that are involved in a contravention that can lead to impounding"

**Legal (Subsidiary):**

**Other Comments/Instructions/Persons On-Delegated**

Council delegates its authority and power to remove and impound vehicle wrecks, impoundment of non-perishable goods contained in the vehicle and to declare a vehicle as an abandoned wreck.

**Delegate:**

**Chief Executive Officer**

**On-Delegated:**

**Manager of Works**

**Delegation No:2      Blank**

Delegation No:3

### Agreement to Payment of Rates and Service Charges

<b>Date Adopted:</b>	24 April 2012 #1896
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	Finance Policy F.2

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

**Legal (Parent):** Local Government Act s 6.49  
"A Local Government may accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person."

**Legal (Subsidiary):**

### Other Comments

Council delegates to the Chief Executive Officer the authority and power to accept payment of a rate service charge due and payable by a person in accordance with an written agreement made with the person. Special payment agreements may be entered into for cases of special hardship for payment of rates, service charges, and domestic rubbish removal charges.

**Delegate:**

**Chief Executive Officer**

**On-Delegated:**

**Deputy Chief Executive Officer  
Manager of Finance**

Delegation No:4

**Blank**

Delegation No:5      **Approval/Refusal Building Applications**

<b><i>Date Adopted:</i></b>	May 2002	<b><i>Delegate:</i></b>	BS
<b><i>Date Last Reviewed:</i></b>	25 June 2024 #5204	<b><i>On-Delegated:</i></b>	No
<b><i>Policy Reference:</i></b>	Health/Building/Planning Policy HBP.4		

<b>Legal (Parent):</b> Building Act 2011	<b>Legal (Subsidiary):</b>
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**Other Comments/Instructions/Persons On-Delegated**

Council delegates its powers and duties of the Building Act 2011.

**Delegate:**

**Chief Executive Officer**

**Building Surveyor**

Delegation No:6      **Blank**

Delegation No:7      **Blank**

Delegation No:8      **Blank**

Delegation No:9      **Blank**

Delegation No:10

**Bush Fires Act 1954**

<b>Date Adopted:</b>	April 1997
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	Bushfire Policies B.2 / B.3 / B.6

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

**Legal (Parent):** Bush Fires Act 1954  
s48

1) A local government may, in writing, delegate to its Chief Executive Officer the performance of any of its functions under this Act

2) Performance by the Chief Executive Officer of a local government is a function delegated under subsection (1) –

a) is taken to be in accordance with the terms of a delegation under this section, unless the contrary is shown; and

b) is to be treated as performance by the local government

3) A delegation under this section does not include the power to subdelegate

**Legal (Subsidiary):**

**Other Comments/Instructions/Persons On-Delegated**

(a) s17 and s18 Suspend Prohibited and Restricted Burning Period – authority to suspend or amend prohibited burning and restricted burning periods.

**Delegate:**

**Shire President and Chief Bush Fire Control Officer (jointly)**

**On-Delegated:**

**In Conjunction with Chief Bush Fire Control Officer (CBFCO)**

(b) s59 Commencement of prosecution and issue of infringements

**Delegate:**

**Chief Executive Officer**

(c) s33 Local government may require occupier of land to plough or clear fire-break

**Delegate**

**Chief Executive Officer**



Delegation No:11      Blank

Delegation No:12      **Closure of Thoroughfares**

<b><i>Date Adopted:</i></b>	Dec 2008
<b><i>Date Last Reviewed:</i></b>	25 June 2024 #5204
<b><i>Policy Reference:</i></b>	Works Policy W.16

<b><i>Delegate:</i></b>	CEO
<b><i>On-Delegated:</i></b>	Yes

**Legal (Parent):** Local Government Act 1995  
Section 3.50, 3.50A, 3.51

**Legal (Subsidiary):** Road Traffic Act 1974

#### Other Comments/Instructions/Persons On-Delegated

Council delegates its authority and power to the Chief Executive Officer to undertake the necessary consultation and action for closure of the thoroughfares to vehicles in cases of emergency or in connection with Council works, and to ensure that when works are carried out associated with fixing or altering the level of or alignment of a public thoroughfare that access by vehicles on or to land adjoining the thoroughfare can be reasonably provided.

**Authorised Officer:**

**Chief Executive Officer**

**On-Delegated:**

**Manager of Works**

**Delegation No:13      Reserves under control of local government**

<b>Date Adopted:</b>	24 April 2012 Minute #1896
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	None

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

**Legal (Parent):** Local Government Act 1995 s3.54 "If land reserved under the Land Administration Act 1997 is vested or placed under the control and management of a Local Government, it may do anything for the purpose of controlling and managing that land"

**Legal (Subsidiary):** Land Administration Act 1997 Section 5, Parks and Reserves Act 1895

**Other Comments**

If land reserved under the *Land Administration Act 1997* is vested in or placed under the control and management of a local government, the local government may do anything for the purpose of controlling and managing that land that it could do under section 5 of the *Parks and Reserves Act 1895* if it were a Board appointed under that Act to manage and control the land and for that purpose a reference in that section to a by-law is to be read as a reference to a local law.

**Authorised Officer:**

**Chief Executive Officer**

**On-Delegated:**

**Manager of Works**

**Delegation No:14      Blank**

**Delegation No:15      Blank**

**Delegation No:16      Blank**

**Delegation No:17 Investments**

<b>Date Adopted:</b>	22 June 2010
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	Finance Policy F.17

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

**Legal (Parent):** Local Government Act 1995 Section 6.14 – invested in accordance with Part III of the Trustees Act 1962

“Power to Invest – subject to the regulations, money held in the municipal or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested in accordance with Part III of the Trustees Act 1962”

**Legal (Subsidiary):** Regulation 19, 28 and 49 Local Government (Financial Management) Regulations 1996

**Other Comments/Instructions/Persons On-Delegated**

Council delegates authority and power to invest surplus funds in accordance with Council Policy, Finance Policy F.17.

**Authorised Officers:**

**Chief Executive Officer**

**On-Delegated:**

**Deputy Chief Executive Officer**

**Delegation No:18 Blank**

**Delegation No:19 Blank**

## Delegation No:20      **Payment of Accounts**

<b>Date Adopted:</b>	24 April 2012 Minute #1896
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	None

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

**Legal (Parent):** Local Government (Financial Management) Regulation 12

"A payment may only be made from the municipal or trust fund – (a) if the Local Government has delegated to the CEO the exercise of its powers to make payments from those funds by the CEO; or (b) otherwise, if the payment is authorised in advance by a resolution of council."

**Legal (Subsidiary):**

## Other Comments

Council Delegates its authority and power to the Chief Executive Officer to make payments from the Municipal or Trust Fund provided:

1. A list of payments made is presented to Council, in accordance with Financial Management Regulation 13.
2. All cheques signed are to be by two authorised signatories. The Chief Executive Officer or Manager of Finance or Deputy Chief Executive Officer or Manager of Works
3. The following procedure is to be implemented for the authorisation of payments made by Electronic Funds Transfer (EFT):
  - (i) A list of payments to be made by EFT is checked and authorised by the Chief Executive Officer or the Deputy Chief Executive Officer or the Manager of Finance
  - (ii) Online authorisation for the funds transfer is made by any two of the Chief Executive Officer or Manager of Finance or Deputy Chief Executive Officer or Manager of Works
  - (iii) Council is given a list of payments made by EFT each month as part of the financial statement sent out with the agendas.

### **Authorised Officer:**

**Chief Executive Officer**

### **On-Delegated:**

**Manager of Finance**

**Deputy Chief Executive Officer**

**Manager of Works**



**Delegation No:21      Planning Applications**

<b>Date Adopted:</b>	16 March 1999
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	Health/Building/Planning Policy HBP.21

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

**Legal (Parent):**

*s82 Planning and Development (Local Planning Schemes) Regulations 2015*

(1) The local government CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's functions under this Scheme other than this power of delegation.

(2) A delegation under this clause must be in writing and may be general or as otherwise provided in the instrument of delegation.

(3) Subject to any conditions imposed by the local government on its delegation to the local government CEO under clause 82, this clause extends to a power or duty the exercise or discharge of which has been delegated by the local government to the CEO under that clause.

**Legal (Subsidiary):**

**Other Comments/Instructions/Persons On-Delegated**

*s82 Planning and Development (Local Planning Schemes) Regulations 2015*

Council delegates authority to grant approval to Planning Applications for permitted uses which comply with all requirements of the Local Planning Scheme No. 2 and where no objections have been received.

**Delegate:**

**Chief Executive Officer**

Delegation No:22

## Power and Duties - Food Act 2008

<b>Date Adopted:</b>	24 April 2012 Minute #1896
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	None

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes
<b>Chief Executive Instruction:</b>	Yes

**Legal (Parent):** Food Act 2008  
“An Act providing for the safety and suitability of food for human consumption, and for related purposes.”

**Legal (Subsidiary):** Section 122 126 (2) 126 (6) 126 (7) of the Food Act 2008

### Other Comments

Council delegates its authority and powers to the Chief Executive Officer the capacity to exercise and discharge all or any of the powers and functions of the enforcement agency in regard to the Food Act 2008.

**Authorised Officer:**

**Chief Executive Officer**

**Delegation No:23      Dog Act 1976**

<b>Date Adopted:</b>	22 June 2010
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	None

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

**Legal (Parent):**

10AA. Delegation of local government powers and duties (1) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, delegate to its chief executive officer any power or duty of the local government under another provision of this Act. (2) The delegation must be in writing. (3) The delegation may expressly authorise the delegate to further delegate the power or duty. (4) A local government's chief executive officer who is exercising or performing a power or duty that has been delegated as authorised under this section, is to be taken to do so in accordance with the terms of the delegation unless the contrary is shown. (5) Nothing in this section limits the ability of a local government's chief executive officer to perform a function through an officer or agent.

**Legal (Subsidiary):**

**Other Comments/Instructions/Persons On-Delegated**

Council delegates its authority and power to enable the officers authorised to deal with matters pertaining to the Dog Act of 1976.

**Delegate:**

**Chief Executive Officer**

**On Delegated:**

**Deputy Chief Executive Officer**

**Delegation No:24      Blank**

Delegation No:25      **Public Health Act 2016**

<b>Date Adopted:</b>	August 2006
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	None

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	No
<b>Chief Executive Instruction:</b>	

**Legal (Parent):**

**Public Health Act 2016 s21**

A power or duty conferred or imposed on an enforcement agency may be delegated — (a) if the enforcement agency is the Chief Health Officer, in accordance with section 9; or (b) if the enforcement agency is a local government, to — (i) the chief executive officer of the local government; or (ii) an authorised officer designated by the local government;

**Legal (Subsidiary):**

1.

**Other Comments/Instructions/Persons On-Delegated**

Authority to designate a person or class of persons as authorised officers for the purposes of the Public Health Act 2016

**Delegate:**

**Chief Executive Officer**

**On-Delegated:**

**Environmental Health Officer – (Contract Shire of Narrogin)**



Delegation No:26     **Blank**

Delegation No:27     **Blank**

Delegation No:28     **Blank**

Delegation No:29     **Blank**

DRAFT

**Delegation No:30     Tendering for Goods and Services**

<b>Date Adopted:</b>	24 June 2014
<b>Date Last Reviewed:</b>	25 June 2024 #5204
<b>Policy Reference:</b>	Finance Policy F.15

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Not Applicable
<b>Chief Executive Instruction:</b>	

**Legal (Parent):**

1. Local Government Act 1995, Section 3.57.
2. Local Government Act 1995, Section 5.42.

**Legal (Subsidiary):**

1. Local Government (Financial Management) Regulations 1996, as amended

**Other Comments/Instructions/Persons On-Delegated**

Council delegates its authority and power to the Chief Executive Officer to -

1. Call tenders for works or services prior to entering in to contract with others in respect to supply of goods or services exceeding \$250,000
2. Call tenders for the provision of works or services not exceeding a value of \$250,000 and to accept what is to be deemed the most advantageous tender;
3. Determine in writing the criteria for deciding which tender should be accepted, subject to Regulation 14 (2a) of the Local Government (Functions and General) Regulations 1996;

Subject to-

- (i) Tenders called subject to (1) and (2) above, are to comply with Council's Purchasing/Tender Guide Policy.
- (ii) The goods or services being listed in the Shires Adopted Annual Budget;
- (iii) The criteria, once determined in (3) above, it is to be incorporated in the tender documentation.

**Delegate**

**Chief Executive Officer**

**On-Delegated:**

**Nil**

Delegation No:31  
1996

**Local Government (Uniform Local Provisions) Regulations**

<b>Date Adopted:</b>	25 June 2024 #5204
<b>Date Last Reviewed:</b>	
<b>Policy Reference:</b>	

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	

**Legal (Parent):**  
s5.42 of the *Local Government Act 1995*

**Legal (Subsidiary):**  
1.

**Other Comments/Instructions/Persons On-Delegated**

Powers of the Local Government including but not limited to functions related to serving notices and providing approvals related to local government land and thoroughfares

**Delegate**  
**Chief Executive Officer**

**On-Delegated:**  
**Manager of Works**

**Delegation No:32    *Defer, Waive or Write off Debts***

<b><i>Date Adopted:</i></b>	25 June 2024 #5204
<b><i>Date Last Reviewed:</i></b>	
<b><i>Policy Reference:</i></b>	

<b><i>Delegate:</i></b>	CEO
<b><i>On-Delegated:</i></b>	No

<b>Legal (Parent):</b> s5.42 of the <i>Local Government Act 1995</i>
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<b>Legal (Subsidiary):</b> 1.
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**Other Comments/Instructions/Persons On-Delegated**

The CEO is delegated power to approve reduction in fees and charges – a) the request is from a local community, charitable or not-for-profit organisation or school; b) the event is for the specific benefit of the local community; c) the request of the organisation does not exceed \$500 ex GST or \$2000 ex GST for a given financial year

***Delegate***  
***Chief Executive Officer***

**On-Delegated:**  
***Nil***



**Delegation No:33      Recovery of Rates or Service Charges**

<b>Date Adopted:</b>	25 June 2024 #5204
<b>Date Last Reviewed:</b>	
<b>Policy Reference:</b>	F14 Rate Recover

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	No

<b>Legal (Parent):</b> s5.42 of the <i>Local Government Act 1995</i>
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<b>Legal (Subsidiary):</b> 1.
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**Other Comments/Instructions/Persons On-Delegated**

Commence proceedings to recover unpaid rates or service charges

**Delegate**  
**Chief Executive Officer**

**On-Delegated:**  
**Nil**

**Delegation No:34    Cat Act 2011**

<b>Date Adopted:</b>	25 June 2024 #5204
<b>Date Last Reviewed:</b>	
<b>Policy Reference:</b>	

<b>Delegate:</b>	CEO
<b>On-Delegated:</b>	Yes

<b>Legal (Parent):</b> S44 of the <i>Cat Act 2011</i>
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<b>Legal (Subsidiary):</b> 1.
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**Other Comments/Instructions/Persons On-Delegated**

Powers of the Cat Act 2011 including registration, giving notice and approval to breed

**Delegate**

**Chief Executive Officer**

**On-Delegated:**

**Deputy Chief Executive Officer**

**Ranger**

**Customer Service Officer**

**Administration Officer**

**Delegation No:35     Graffiti Vandalism Act 2016**

<b>Date Adopted:</b>	25 June 2024 #5204	<b>Delegate:</b>	CEO
<b>Date Last Reviewed:</b>		<b>On-Delegated:</b>	No
<b>Policy Reference:</b>			

**Legal (Parent):**  
s16 Graffiti Vandalism Act 2016

**Legal (Subsidiary):**  
1.

**Other Comments/Instructions/Persons On-Delegated**

Powers of the *Graffiti Vandalism Act 2016* to order the obliteration of graffiti including on private property

**Delegate**

**Chief Executive Officer**

**On-Delegated:**

**Nil**

**Authorisation No:1 Local Government Act 1995 – Appoint Authorised Persons**

Appointing entity	Chief Executive Officer
Express power to appoint	Local Government Act 1995 s9.10 Appointment of authorised persons
Appointments	<p>For the purposes of the <i>Local Government Act 1995</i>:</p> <p>s.9.16 – Giving of notice</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Ranger</li> <li>• Ranger (Contractor)</li> </ul> <p>s9.16 – Giving of notice (for purposes of regulation 70 of the <i>Building Regulations 2012</i>)</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Environmental Health Officer (Shire of Narrogin)</li> </ul> <p>For the purposes of carrying out the powers and duties of an Authorised Person under the <i>Caravan Parks and Camping Grounds Regulations 1997</i>:</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Environmental Health Officer (Shire of Narrogin)</li> <li>• Ranger</li> <li>• Ranger (Contractor)</li> </ul> <p>For the purposes of the <i>Caravan Parks and Camping Grounds Act 1995</i>:</p> <p>s.18 - Powers of Entry, s.20 - Entry of occupied caravan or camp and s.23(2) - Issue an infringement notice</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Environmental Health Officer (Shire of Narrogin)</li> <li>• Ranger</li> <li>• Ranger (Contractor)</li> </ul> <p>For the purposes of carrying out the powers and duties of an Authorised Person under the <i>Cat Act 2011</i>:</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Ranger</li> <li>• Ranger (Contractor)</li> </ul> <p>For the purposes of carrying out the powers and duties of an Authorised Person under the <i>Dog Act 1976</i>:</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Ranger</li> <li>• Ranger (Contractor)</li> </ul> <p>For the purposes of carrying out the powers and duties of an Authorised Person under the Local Government (Miscellaneous Provisions) Act 1960: Part XX related to the impounding of cattle.</p>



	<ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Ranger</li> <li>• Ranger (Contractor)</li> </ul>
History:	Authorisation Approved 25 June 2024 (5204)

#### Authorisation No:2 *Dog Act 1976* – Authorised Registration Officers

Appointing entity	Local Government
Express power to appoint	s3 <i>Dog Act 1976</i>
Appointments	<p>Perform functions in the <i>Dog Act 1976</i> related to registration of dogs.</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Administration Officer</li> <li>• Customer Support Officer</li> </ul>
History:	Authorisation Approved 25 June 2024 (5204)

#### Authorisation No:3 *Local Government Act 1995* – s3.24 – Authorised persons directions relating to land

Appointing entity	Local Government
Express power to appoint	s3.24 Local Government Act 1995
Appointments	<p>Appointment of Authorised Persons to exercise the powers given to a local government under Subdivision 2 – Certain provision about land:</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer</li> <li>• Manager of Works</li> </ul>
History:	Authorisation Approved 25 June 2024 (5204)

#### Authorisation No:4 *Public Health Act 2016* – Appointment of Environmental Health Officer

Appointing entity	Local Government
Express power to appoint	s24 Public Health Act 2016
Appointments	<p>Appointment of Environmental Health Officer</p> <ul style="list-style-type: none"> <li>• Environmental Health Officer (Narrogin)</li> </ul>
History:	Authorisation Approved 25 June 2024 (5204)

### Authorisation No:5 Shire of Wagin Local Laws

Appointing entity	Local Government
Express power to appoint	s9.10 Appointment of authorised persons
Appointments	<p>Appointment of Chief Executive Officer as authorised person to administer the following local laws:</p> <ul style="list-style-type: none"> <li>• <i>Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2001</i></li> <li>• <i>Cemeteries Local Law 2001</i></li> <li>• <i>Control of Refuse on Building Sites Local Law 2001</i></li> <li>• <i>Dogs Local Law 2001</i></li> <li>• <i>Extractive Industries Local Law 2016</i></li> <li>• <i>Fencing Local Law 2001</i></li> <li>• <i>Health Local Law 2001</i></li> <li>• <i>Local Government Property Local Law 2001</i></li> <li>• <i>Standing Orders Local Law 2001</i></li> <li>• <i>Unightly Land Refuse, Rubbish or Disused Material on Local Land Local Law 2008</i></li> </ul>
History:	Authorisation Approved 25 June 2024 (5204)

### Authorisation No:6 Building Regulations 2012 – Inspection of barrier to private swimming pool

Appointing entity	Council
Express power to appoint	r53 - Inspection of barrier to private swimming pool
Appointments	<p>Appointment of Building Surveyor (Shire of Narrogin) as an authorised person to inspect the barrier to the private swimming pool at intervals of no more than 4 years for the purpose of monitoring whether the provisions in regulations 50 and 52 are being complied with.</p>
History:	Authorisation Approved 25 June 2024 (5204)



## 8.2 DEPUTY CHIEF EXECUTIVE OFFICER

### 8.2.1 DEPUTY CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.CO.1
STRATEGIC DOCUMENT REFERENCE:	Strategic Community Plan
ATTACHMENTS:	Nil

#### OFFICER RECOMMENDATION

**That Council NOTES the Deputy Chief Executive Officer's report.**

#### BRIEF SUMMARY

The following report details activities within the Deputy Chief Executive Officer's portfolio.

#### BACKGROUND/COMMENT

#### DEPUTY CHIEF EXECUTIVE OFFICER

This month, I have been involved with:

- Investigating CHSP data capture issues
- Preliminary budget considerations – timetable and fees
- Advertising of replacement Building Maintenance Officer
- ICT coordination – 5 new PCs were delivered and installed as part of the upgrade schedule. An order was also issued for a new Uninterruptible Power Supply for the server. The server upgrade is waiting for additional funds to be made available in the forthcoming budget review.
- Bank changeover – We have now transitioned all accounts to Commonwealth Bank
- Ranger Services matters
- Swimming pool co-ordination
- RFQ for RAMM administration
- RFQ for road videography
- RFQ for 2nd Homecare gardener
- Building maintenance co-ordination.

## Meetings and Events:

- Final Aged Care Business and Workforce Advisory Report
- Woolorama Preparation
- Department of Health and Aged Care – Future of Support at Home program
- LG Pro - Wheatbelt South Branch Meeting
- Local Government Roundtable - New Aged Care Act and Support at Home Program
- LGIS - Pre-Renewal Review and 2025/26 Renewal Questionnaires
- Special Council Meeting - 18 February 2025
- Council Forum - 18 February 2025
- Market Creations Agency – Annual website catch up
- Contract Aquatic – Catch up meeting
- Moore Stephens budget seminar

## BUILDING OFFICER

### Building Permits – February

Nil

## COMMUNITY OFFICER

### Social Media

Since the last report the Shire Facebook page has posted 22 times with a few large interest items posted on our pages. The top five posts on the shire page are:

Date	Topic	Post reach
March 4 <sup>th</sup>	Found Cat	3,618
Jan 28 <sup>th</sup>	Brigade Volunteers needed	2,859
Feb 26 <sup>th</sup>	Baarts Birthday	2,135
Feb 3 <sup>rd</sup>	Australia Day	2,115
Jan 28 <sup>th</sup>	Media Release – recovery advice	1,510

### Wagin Library & Gallery Social Media

The Wagin library has posted four times to their page, with information about learning sign language, where to vote locally and how to apply for the local government community budget funding round.

### Electronic Sign

We have secured a number of out of town businesses advertising on the big sign recently, which has significantly increased the standard of display.

### Wagin Swimming Pool

No report at this time.



## Bushfire Update

Blazeaid volunteers have arrived at the Recreation Centre, camping onsite and making use of the Rec centre kitchen and dining area for meal preparation. Planning works have begun on locations and urgent need.

## ANZAC day 100<sup>th</sup> Anniversary

As this ANZAC day is the 100<sup>th</sup> anniversary of the installation of the memorial in Wagin, we have proceeded with advertising the event in various forms. A post service catered luncheon will be held at the Eric Farrow Pavilion, all are welcome to attend.

Funding has been sought, with no advice to date on progress.

## Baarts Birthday Event

Lotterywest funding has been secured for the event, which has allowed staff to book entertainment for young and old. Special guest at this stage is Brad Ness, who has confirmed he will attend IF he is in the state. We have also made contact with the family of Andrew Hickson who have advised they will be attending.

## **RANGER SERVICES**

A Shire of Narrogin ranger attended on 22 February. The main issue was a wandering dog in Cowcher Street, Wagin. While some improvements have been made to better secure the property, the dog continues to escape. Two infringement notices have been issued.

<b>Staff Call outs</b>	<b>February</b>
Dog Issues	3
Cat Issues	4

## **SWIMMING POOL**

The pool continues to run smoothly under Contract Aquatic's management. Some new equipment has been required, such as Palintest water testing machine (under order), 2nd oxygen cylinder, PPE including safety glasses, a face shield, gumboots, hearing protection and a respirator.

Wagin School held swimming lessons from 10 to 21 February and Dumbleyung School held lessons from 24 to 28 February. Normal attendances over the month were 1,017 people plus 1,411 students attending swimming lessons.

## **CARAVAN PARK**

The caravan park patronage declined marginally across February with 408 bookings during the month

## **WAGIN LIBRARY AND GALLERY**

This report provides information to councillors about events, activities and statistics in the Wagin Library & Gallery which have occurred during the reporting period.

### Library Update:

- Story Time held every Wednesday morning and Friday afternoon.
- Since December 2023 we have 59 new patrons joining the Wagin Library & Gallery, this is continuing to increase every month.

### Library Events:

- Wagin Library & Gallery Book Club held on Saturdays.
- Story Time is held every Wednesday and Friday. Story Time Saturday Mornings is held for parents and children who are not able to make it during the week.
- Children's Book Club is held every Tuesday.
- Board Game Morning held every week.
- Playgroup visited Wagin Library & Gallery for Story Time/Rhyme Time 28th February.

### Library Regular Activities:

- Waratah Lodge regular readers' weekly exchange of books, DVDs, etc. is ongoing.
- Wagin Hospital Homebound visiting program available as required.

### Library Statistics:

	February 2025	January 2025
Patron Visits	257	277
Phone Transactions	11	19
Inter Library Loans	4	3
Community Connections	43	59
Information search request	0	0

## HEMECARE

### Manager Report

#### Changes to Aged Care Services – 1 July 2025

Aged Care reforms continue to be rolled out at a rapid pace now, with the next big phase of transformations to Aged Care becoming effective as of 1 July 2025. The next is a change of name for all in-home support services. This should simplify access to services and reduce the confusion for the consumer regarding the different funding types, names, and all the varied rules and around expenditure. Now there will be one in-home support program called Support at Home effective 1 July 2025.

Support at Home (SaH) begins with the transition of the second tier of aged care, the Home Care Package (HCP) along with Short Term Restorative Care and Assistive Technology and Home Modifications. This program of care is funded directly for the

individual. Services Australia holds on to the funding and the provider claim for all services provided, retrospectively.

Currently, we have three tiers of aged care services with different funding modes for each specific type of care associated.

1. CHSP – Commonwealth Home Support Program
2. HCP – Home Care Packages (four (4) levels of care)
3. Residential Care

The following are some of the current care short-term packages that work alongside the ongoing services as noted above:

- STRC – Short Term Restorative Care
- Assistive Technologies and Home Modifications
- Palliative Care (End of Life)

Each type of care defines eligibility for access to services or goods available and can be very confusing as to which is the best package of funded support for an individual. Each service provider has had choice in how the services are offered, even a choice in the names of the service types. This will change under Support at Home. All providers will work to a set list of eight service types that offer the exact same components of care, plus Restorative Care (replacing STRC) and End of Life Pathways.

There will be price caps (1 July 2026) and set fee structures for all providers. Each Provider will manage the participant and be responsible for arranging and sourcing the appropriate services, such as Allied Health. Participant contributions will be income assessed (conducted by Services Australia) for their capability to contribute thus eliminating the confusion for recipients with providers who have chosen to waive fees under certain circumstances. This should result in transparent, fair and equitable access for aged care services for all.

There is more detail on this subject via the Support at Home Handbook and the Department of Health and Ageing website. References at the end of this report.

Rather than the various assessments for approval for services, there is now, one way in. One team with various qualified staff to be assigned to each individual dependent on the level of care required. Most importantly there will be Clinical triage ensuring that those individuals who need a higher level of care most are prioritised.

Basic ratings are:

- Urgent
- High
- Medium
- Standard.

Service Providers will be registered in accordance with their capacity to deliver the different levels of care and will be regulated at that specific level. This is relative to the qualifications of management and service staff via a deeming process to determine competency.

This major transition to services delivered ensures that the relevant service is available, no matter what the care level, and the individual can choose to remain at home for as long as they want.

### **What this means for Providers before 1 July 2025**

- To prepare for the new classifications of package levels, SOW must assess the current software to ensure that it aligns.
- Care Management fees will need to be managed as they will be set at 10% of the participants' budget. There is an ability to pool the funding and so this must be managed via the software system.
- At the time of writing this report, we have received confirmation from the developers of the current system (Sandwai) that they will be ready and can roll out information sessions for the updates to be made.
- Training and readiness of staff and communication with participants to ensure there is a level of understanding about the transition and how this will affect care and the costs of services.

Staff training and participant information sessions have begun. We have used the Wagin Homecare Newsletter to offer up to date information and invite questions as well as face to face sessions with our cohort.

CHSP will not officially transition until 1 July 2027. However, there are still adaptations to make this year.

- Including adaptation to the new level classifications.
- There is more clinical oversight required over services including personal care, domestic assistance and meals. Which means a higher output for the Clinical staff - for example a need for another Registered Nurse and adequately qualified service staff for services like Personal Care.
- Budget adjustments with respect to how participants contribute to the costs and caps of service delivery and how all of this may affect the administration of these new changes. Greater financial oversight is assured for correct and approved reporting.

### **Meeting with the Department of Health and Aged Care – Service Delivery Division**

The government representatives have been travelling in the regions to talk with Providers. These are preliminary discussions to assess the preparedness of the provider and our participants. There has been an offer for the Wheatbelt Assistant Director to return to Wagin to speak with Wagin seniors to speak of the changes and answer specific questions. This representative has offered to speak with the Provider (SOW) and with Council to offer concise information about the impact of this new program and the changes to come in 2027.



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## **Nursing Increase to Wages**

In line with the reforms and new classifications structures the *Nurses Award 2020*, there has been a commitment to increase the wages for many aged care workers. This is with the view to acknowledge the valuable work nurses and support workers do and to encourage upskilling with potential for a career pathway. As at 1 March 2025, an increase to aged care nurses must be passed on by providers. The SOW currently have one part-time RN working 18.0hrs per fortnight.

## **References**

<https://www.health.gov.au/resources/publications/support-at-home-program-handbook?language=en>

<https://www.health.gov.au/resources/publications/support-at-home-program-provider-transition-guide?language=en> <https://www.health.gov.au/our-work/aged-care-registered-nurses-payment-to-reward-clinical-skills-and-leadership>

## **Activity Report**

95 CHSP, 7 HCP and 1 NDIS clients received seven or more services in January; Domestic Assistance, Social Support and Social Support Group are the services in greatest demand. There were 694 CHSP, 117 HCP and 95 NDIS service deliveries that brings Wagin Homecare to a total of 906 services provided in February.

### Commonwealth Home Support Package (CHSP)

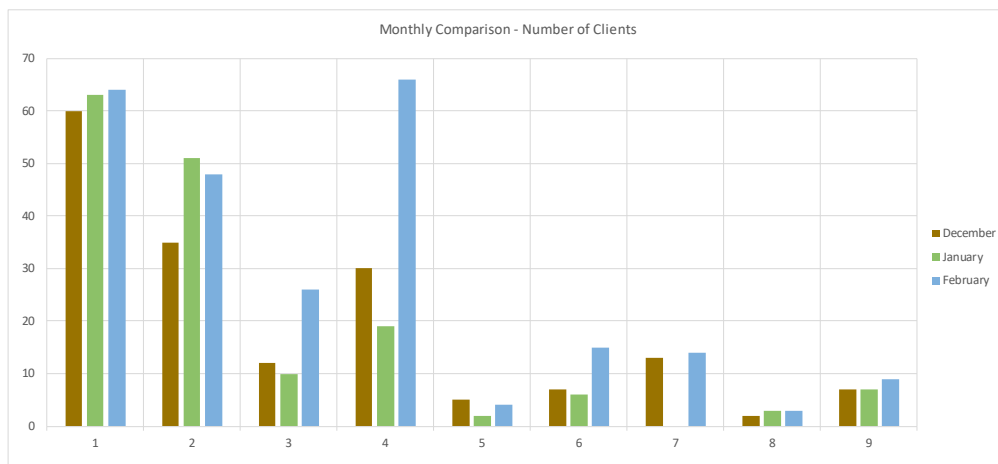
Types of services provided	Format	Provided	Contracted	Variance
Domestic Assistance	(Hours)	240	222	-18
Social Support Group	(Hours)	99	140	41
Social Support Individual	(Hours)	134	83	-51
Home Maintenance & Gardening	(Hours)	87	106	19
Transport	(#Trips)	36	64	28
Meals	(#Meals)	12	225	213
Nursing	(Hours)	72	16	-56
Personal Care	(Hours)	20	33	13
Other food services	(Hours)	25	27	2
Respite Care	(Hours)	0	1	1

### Home Care Packages (HCP)

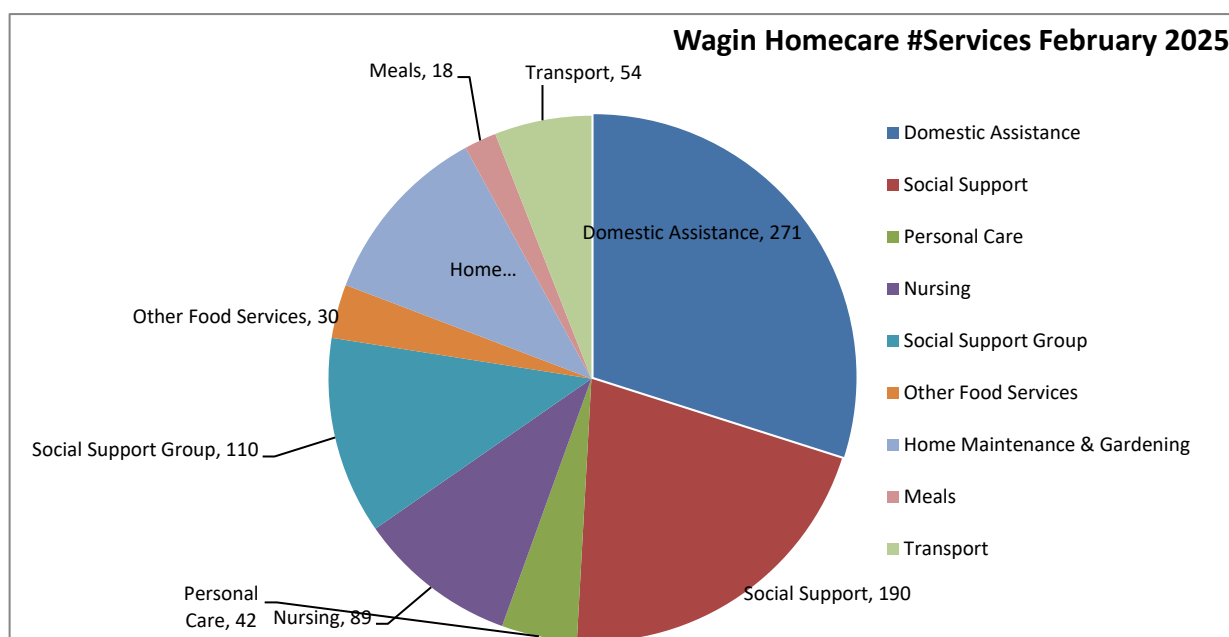
Types of services provided	Format	Provided
Domestic Assistance	(Hours)	29
Social Support Group	(Hours)	11
Social Support Individual	(Hours)	17
Home Maintenance & Gardening	(Hours)	14
Transport	(#Trips)	7
Meals	(#Meals)	0
Nursing	(Hours)	14
Personal Care	(Hours)	22
Other food services	(Hours)	5
Respite Care	(Hours)	0

### NDIS

Types of services provided	Format	Provided
Assistance with Daily Living	(Hours)	36
Assistance with Social & Community Partici	(Hours)	39
Meals	(Units)	6
Nursing	(Hours)	3
Transport	(#Trips)	11



NUMBER	DATA
1	Domestic Assistance
2	Gardening
3	Transport
4	Nursing
5	Social Support Group
6	Social Support Individual
7	Meals on Wheels
8	Shopping
9	Meal Preparation
10	Personal Care



Budget and actual figures have been provided. YTD operating income of \$505,517 is higher than the budget figure of \$452,848. YTD operating expenditure is \$539,973, which is also higher than the YTD budget figure of \$519,448. Capital expenditure of \$89,820 reflects the purchase of three new Haval sedans.

**Shire Of Wagin**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**Financial Statement for Period Ended**  
**28 February 2025**

HOME CARE PROGRAM		Revised Budget		YTD Budget		YTD Actual		YTD	
GL #	OB #	Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure	Variance	Variance
		\$	\$	\$	\$	\$	\$	\$	%
<b>OPERATING EXPENDITURE</b>									
E082010	Homecare Salaries		448,526		310,510		1,656	308,854	99%
	CHSP Homecare Salaries - Chsp		0		0		103,637	(103,637)	0%
	HCP Homecare Salaries - Hcp		0		0		56,505	(56,505)	0%
	NDIS Homecare Salaries - Ndis		0		0		12,846	(12,846)	0%
	HCSO Homecare Salaries - Other		0		0		153,930	(153,930)	0%
E082013	Homecare Leave/Wages Liability GEN		0		0		0	0	0%
E082015	Maintenance & Gardening		68,389		47,340		51,895	(4,555)	(10%)
E082020	Nursing Salaries		0		0		0	0	0%
E082025	Care Workers Salaries		0		0		0	0	0%
E082030	Superannuation		52,016		36,008		37,812	(1,804)	(5%)
E082035	Other Expenses		7,000		4,648		2,394	2,254	48%
E082040	Travelling - Mileage		25,000		16,664		8,245	8,419	51%
E082045	Staff Training		5,500		3,664		3,222	442	12%
E082050	Staff Training Salaries		31,932		21,288		299	20,989	99%
E082055	Subscriptions		2,000		1,328		3,953	(2,625)	(198%)
E082060	Postage & Freight		1,000		648		845	(197)	(30%)
E082063	Telephone Expenses		1,000		664		1,922	(1,258)	(190%)
E082065	Printing & Stationery		3,000		2,000		95	1,905	95%
E082070	Insurance		8,447		8,446		9,787	(1,341)	(16%)
E082075	Building Maintenance		10,739		7,152		6,651	501	7%
E082080	Plant & Equipment Mtce		20,000		13,200		12,293	907	7%
E082083	Computer Equipment and Support		7,000		4,656		0	4,656	100%
E082085	Consumable Supplies		1,000		656		2,619	(1,963)	(299%)
E082090	Homecare Equipment and Catering Supplies		3,000		2,000		537	1,463	73%
E082095	HCP Expenses		20,000		13,328		42,009	(28,681)	(215%)
E082100	Administration Allocated		18,224		12,144		12,149	(5)	(0%)
E082110	Meals on Wheels Expenditure		0		0		0	0	0%
E082120	Loss on Sale of Asset		0		0		0	0	0%
E082130	Homecare Retention Bonus Expenditure		0		0		0	0	0%
E082190	Depreciation - Homecare		19,660		13,104		14,674	(1,570)	(12%)
<b>OPERATING REVENUE</b>									
I082010	CHSP Grant	421,034		252,620		248,084		(4,537)	(2%)
I082015	Meals on Wheels	0		0		0		0	0%
I082020	CHSP Fee for Service	55,982		37,320		34,835		(2,485)	(7%)
I082025	Donations	0		0		455		455	0%
I082030	Government Pay Reimbursement	0		0		0		0	0%
I082031	Homecare - Other Income	0		0		0		0	0%
I082035	Profit On Sale of Asset	10,589		7,056		22,010		14,954	212%
I082040	HCP Client Daily Fee	28,628		19,080		19,736		656	3%
I082045	HCP Government Funds	160,659		106,395		144,530		38,135	36%
I082050	NDIS Contribution	45,575		30,376		35,867		5,491	18%
<b>SUB-TOTAL</b>		<b>722,467</b>	<b>753,433</b>	<b>452,848</b>	<b>519,448</b>	<b>505,517</b>	<b>539,973</b>		
Operating Surplus / (Deficit)			(30,966)		(66,600)		(34,457)		
<b>CAPITAL EXPENDITURE</b>									
E167790	Land and Buildings - Homecare						0		
	B2302 Relocation To Wagin Town Hall		0		0		0	0	0%
E167752	Purchase Plant & Equipment - Homecare Program						0	0.00	0.00%
	E2503 Purchase Of New Homecare Sedan (P80)		30,000		30,000		29,932		
	E2504 Purchase Of New Homecare Sedan (P27)		30,000		30,000		29,932		
	E2505 Purchase Of New Homecare Sedan - Darkan (P86)		30,000		30,000		29,932		
<b>CAPITAL REVENUE</b>									
I082005	Proceeds on Disposal of Assets	22,000.00		22,000.00		35,455		13,454.55	61.16%
I082006	Realisation on Disposal of Assets	(22,000.00)		(22,000.00)		(35,455)		(13,454.55)	61.16%
<b>SUB-TOTAL</b>		<b>0</b>	<b>90,000</b>	<b>0</b>	<b>90,000</b>	<b>0</b>	<b>89,797</b>		
<b>TOTAL - HOME CARE PROGRAM</b>		<b>722,467</b>	<b>843,433</b>	<b>452,848</b>	<b>609,448</b>	<b>505,517</b>	<b>629,771</b>		



## **CONSULTATION/COMMUNICATION**

Chief Executive Officer and staff of the Shire of Wagin.

## **STATUTORY/LEGAL IMPLICATIONS**

Local Government Act 1995 and relevant regulations.

## **POLICY IMPLICATIONS**

No direct policy implications.

## **FINANCIAL IMPLICATIONS**

2024/25 approved budget.

## **VOTING REQUIREMENTS**

Simple Majority.

### 8.3 MANAGER OF FINANCE

#### 8.3.1 ANNUAL BUDGET REVIEW – DECEMBER 2024

<b>AUTHOR OF REPORT:</b>	Manager of Finance
<b>SENIOR OFFICER:</b>	Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>FILE REFERENCE:</b>	FM.FI.1
<b>ATTACHMENTS:</b>	Budget Review – December 2024

#### OFFICER RECOMMENDATION

That Council:

- ADOPTS the 2024/2025 mid-year budget review as attached.
- ADOPTS the following budget amendments to the 2024/2025 adopted annual budget:

		Original/ Amended Budget	New Budget	Net Cash Amount
Operating Revenue	Grants, subsidies and contributions	\$1,237,505	\$1,268,342	\$30,837
Operating Revenue	Fees and charges	\$746,240	\$732,240	(\$14,000)
Operating Revenue	Other revenue	\$417,818	\$435,948	\$18,130
Operating Revenue	Profit on asset disposals	\$10,589	\$31,623	\$0
Operating Expenditure	Employee costs	(\$2,972,646)	(\$3,074,220)	(\$101,574)
Operating Expenditure	Materials and contracts	(\$1,940,738)	(\$2,187,776)	(\$247,038)
Operating Expenditure	Utility Charges	(\$377,647)	(\$367,888)	\$9,759
Operating Expenditure	Loss on asset disposals	(\$10,846)	\$0	\$0
Capital Revenue	Proceeds from disposal of assets	\$134,200	\$164,200	30,000
Capital Expenditure	Purchase of Land & Buildings	(\$438,752)	(\$451,276)	(\$12,524)
Capital Expenditure	Purchase of Furniture & Equipment	(\$129,550)	(\$149,788)	(\$20,238)
Capital Expenditure	Purchase and construction of infrastructure-roads	(\$1,789,508)	(\$1,710,369)	\$79,139
Capital Expenditure	Purchase and construction of infrastructure-other	(\$357,111)	(\$269,452)	\$87,659
Non-cash Contra	Contra of profit on asset disposals	\$3,427,585	\$3,395,705	\$0
	Transfer from Reserves	\$46,500	\$219,446	\$202,946

## BRIEF SUMMARY

This paper sets out the Shire of Wagin's financial position as at 31 December 2024 and performance for the period 1 July 2024 to 31 December 2024 in relation to the adopted annual budget and estimated revenue and expenditure for the remainder of the financial year and makes recommendations to Council to adjust the 2024-25 budget.

## BACKGROUND/COMMENT

The budget review has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. The report for the period 1 July 2024 to 31 December 2024 shown in the attachment has been prepared incorporating year to date budget variations and forecasts to 30 June 2025 and is presented for Council's consideration.

Consideration of the status of various projects and programs was undertaken to ensure any anticipated significant variances were captured within the review document where possible.

The material variance levels which have been reported for the budget review are based upon management judgement where explanations are considered appropriate. The budget review report includes at Note 4 a summary of predicted variances contained within the Statement of Financial Activity.

The budget review includes the following amendments:

Budget Amendment Description	Budget Impact	Budget Impact Amount
Opening surplus		\$7,384
Reimbursement on Fire Control Weather Units	Increase in operating expenditure	(\$15,360)
Contributions to Fire Control Weather Units	Increase in operating revenue	\$5,980
Financial Assistance Grants under budget estimate, increase to BFB Operating Grant, WA State Library Grant, Water Strategy Grant and Lotterywest Grant not included in budget estimates	Increase in operating revenue	\$30,837
Increase in profit on disposal of plant items from budget estimates	Increase in operating revenue	\$21,034
Decrease in loss on disposal of plant items from budget estimates	Increase in operating revenue	\$10,846
Contra of increase in profits on disposal of plant items for budget estimates above	Non-cash adjustment	(\$31,880)
Replacement of air conditioner – 68 Khedive Street	Not budgeted in 2024/25 annual budget	(6,949)
Purchase of Deep Fryers – Recreation Centre	Increase in capital expenditure	(\$10,238)

Budget Amendment Description	Budget Impact	Budget Impact Amount
Recreation Centre Maintenance	Decrease in operating expenditure	\$10,238
Cricket/Hockey Pavilion	Increase in capital expenditure	(\$60,000)
Wetlands Park Upgrades	Decrease in capital expenditure	\$60,000
Reduced scope of upgrades to disabled access toilet at Sportsground	Decrease in capital expenditure	\$25,000
Sale of land not included in budget estimates	Not budgeted in 2024/25 annual budget	\$30,000
Town Hall Annex Roof Repairs under budget estimate	Decrease in capital expenditure	\$8,615
Replacement of roof sheets at Recreation Centre under budget estimates	Decrease in capital expenditure	\$14,810
Contribution to Lighting on 'A' Green – Wagin Bowling Club	Not budgeted in 2024/25 annual budget	(\$30,946)
Roads Board Building Renewal on hold	Decrease in capital expenditure	\$6,000
Reduced scope on Christmas lights and decorations	Decrease in capital expenditure	\$27,126
St Lukes Medical Services	Increase in operating expenditure	(\$10,901)
Costs incurred on sale of Council land	Not budgeted in 2024/25 annual budget	(\$3,700)
Caravan Park to Bridge, Trenton Street and Khedive Street footpath projects under budget estimates	Decrease in capital expenditure	\$31,479
Piesseville Tarwonga Road shoulder gravel sheet under budget estimates	Decrease in capital expenditure	\$9,139
Vernon Street and Hunt Street Reseals deferred to 2025/26 financial year	Decrease in capital expenditure	\$70,000
Additional IT costs for new administration server	Increase in capital expenditure	(\$10,000)
Savings on pool salaries	Decrease in operating expenditure	\$10,000
Additional costs for Swimming Pool Contractor	Increase in operating expenditure	(\$40,000)
Other Council contribution to Long Service Leave	Increase in operating Income	\$12,000
Creation of separate budget line item for Wagin Water Strategy	Increase in operating expenditure	(\$12,980)
Increased cost to bushfire brigade operating costs	Increase in operating expenditure	(\$39,000)
Road maintenance over budget estimates	Increase in operating expenditure	(\$55,000)
Standpipe water sales under budget estimates	Decrease in operating revenue	(\$14,000)
Purchase of water for standpipes under budget estimates	Decrease in operating expenditure	\$10,000
Deferment of Town Hall maintenance	Decrease in operating expenditure	\$20,000
Wedgicarrup Fire Fighting	Increase in operating expenditure	(\$46,130)



Budget Amendment Description	Budget Impact	Budget Impact Amount
Contribution from DFES – Wedgecarrup Fire Fighting	Increase in operating revenue	\$6,130
Cost of Wedgecarrup Fire road clearing	Increase in operating revenue	(\$172,000)
Transfers from Reserves	Increase to budgeted reserve transfers	\$202,946
Overall Change (surplus)		\$70,480

Budget Amendment	Explanation
Reimbursement on Fire Control Weather Units	12 x units to be purchased by BFB volunteers with a reimbursement to be claimed of \$1,280 per unit. This results in a net cost to the Shire of \$9,380 per Council's resolution.
Contributions to Fire Control Weather Units	Contribution to units to Shire reimbursement cost. Total cost to Council will be \$9,380
Financial Assistance Grants under budget estimate, increase to BFB Operating Grant, WA State Library Grant, Water Strategy Grant and Lotterywest Grant not included in budget estimates	Financial Assistance Grant final amounts not provided by Department until after budget adoption. Other grants awarded after budget adoption.
Increase in profit on disposal of plant items from budget estimates	Homecare vehicles traded for greater than budget estimate
Decrease in loss on disposal of plant items from budget estimates	Komatsu loader traded for greater than budget estimate
Replacement of air conditioner – 68 Khedive Street	Urgent replacement of air conditioner at Doctor's residence. Existing air conditioner not repairable.
Purchase of Deep Fryers – Recreation Centre	Originally budgeted as operating expenditure – transferred to capital expenditure due to the purchase being an asset greater than \$5,000.
Recreation Centre Maintenance	Purchase of Deep Fryers transferred to capital expenditure
Cricket/Hockey Pavilion	LRCIP funds to be reallocated from Wetlands Park Upgrades project due to increased building costs per Council's resolution
Wetlands Park Upgrades	LRCIP funds to be reallocated to Cricket/Hockey project
Reduced scope of upgrades to disabled access toilet at Sportsground	Unable to procure builders for new all access toilet. Scope of upgrades reduced to installation of equipment to aid use of facility, including installation of a sliding door, handrails, and wheelchair accessible vanity unit
Sale of land not included in budget estimates	Proceeds of sale of Lot 218 Victor Street and Lot 219 Vernal Street
Town Hall Annex Roof Repairs under budget estimate	Project completed for less than budgeted estimate amount
Replacement of roof sheets at Recreation Centre under budget estimates	Project completed for less than budgeted estimate amount

Budget Amendment	Explanation
Contribution to Lighting on 'A' Green – Wagin Bowling Club	Contribution to lighting project funded by transfer from Recreation Development Reserve
Roads Board Building Renewal on hold	Renovations deferred until 2025-26 per Council's resolution to explore commercial opportunities
Reduced scope on Christmas lights and decorations	Larger lighting and decoration pieces not purchased due to order availability of stock
St Lukes Medical Services	Outstanding IPN invoice related to transfer of Wagin Medical Centre to St Lukes Medical Services. Payment approved by Council at meeting held 17 December 2024
Costs incurred on sale of Council land	Settlement costs for sale of Lot 218 Victor Street and Lot 219 Vernal Street
Caravan Park to Bridge, Trenton Street and Khedive Street footpath projects under budget estimates	Projects completed for less than budgeted estimate amount
Piesseville Tarwonga Road shoulder gravel sheet under budget estimates	Project completed for less than budgeted estimate amount
Vernon Street and Hunt Street Reseals deferred to 2025/26 financial year	Projects proposed to be deferred to 2025/26 due to prioritised completion of grant-funded works programs and impact of works associated with Wedgecarrup fire ground road verge clearing
Additional IT costs for new administration server	Increased IT costs related to budgeted capital project
Savings on pool salaries	Resignation of Pool Manager
Additional costs for Swimming Pool Contractor	Contractor required to be engaged for remainder of pool season
Other Council contribution to Long Service Leave	Contribution to staff long service leave costs payable by the employee's former employer (another Shire)
Creation of separate budget line item for Wagin Water Strategy	A budget amendment is occurring to create a separate line item in the budget to receive the State Government's grant and shift the budgeted funds for the works from the consultancy budget to this new line item.
Increased cost to bushfire brigade operating costs	Increased costs including adjustments to new water tanker, pump for new airport water tanks, contractor refilling of water tanks depleted in fire situations and increase in PPE purchases. To be offset by increase in BFB Operating Grant
Road maintenance over budget estimates	Increased costs primarily due to an unusually high number of covert blowout repairs related to heavy haulage impact
Standpipe water sales under budget estimates	Budget estimate of water sales based on sales in 2023/24 which was a very dry year with limited catchment rain. YTD actuals for 2021/22 and 2022/23 years were comparable with this year
Purchase of water for standpipes under budget estimates	Reduced demand for standpipe water
Deferment of Town Hall & Lesser Hall maintenance	Small maintenance projects that have been deferred owing to competing priorities

Budget Amendment	Explanation
	associated with building maintenance and uncertainty regarding appointment of building maintenance staff.
Wedgecarrup Fire Fighting	Cost associated with Wedgecarrup Fire while the Shire had control of the fire ground including staff time, hire of cool room, fuel, and meals/drinks for BFB volunteers
Contribution from DFES – Wedgecarrup Fire Fighting	Costs incurred recoverable from DFES while DFES had control of the fire ground including fuel, standpipe water and staff time
Cost of Wedgecarrup Fire road clearing	Required road clearing due to January Wedgecarrup Fire funded by transfer from Roadwork Reserve
Transfers from Reserves	Transfer from Recreation Development Reserve to fund Wagin Bowling Club light project. Transfer from Roadwork Reserve to fund cost of Wedgecarrup Fire road clearing

In considering the above variances and projections within the attached budget review, the closing position has increased from \$7,384 to \$60,242 reflected in the Statement of Budget Review.

The cost of plant services has been higher than budgeted this year, with a grader service now costing \$4,500 every 1000 hours and roller and loader services at \$2,000 or more. The first part of this financial year has also seen a higher than usual occurrence of breakdowns to the roller, several trucks and a grader compressor. As a result, plant allocations are estimated to run over budget by approximately \$20,000 (5.5%). Plant rates will be adjusted accordingly and this will have a small impact on each of the jobs in the works program.

Following completion of the budget review and to properly consider the impact of estimated projections at 30 June 2025, some items have been identified as requiring a budget amendment to properly account for these variances where appropriate. Required budget amendments have been included in Note 5 of the attached budget review document for information, and also presented as a separate recommendation to the budget review for council consideration.

### CONSULTATION/COMMUNICATION

Chief Executive Officer; Deputy Chief Executive Officer; and  
Manager of Works

### STATUTORY/LEGAL IMPLICATIONS

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires:

- (1) Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.
- (2A) The review of an annual budget for a financial year must —

- (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
  - (b) consider the local government's financial position as at the date of the review; and
  - (c) review the outcomes for the end of that financial year that are forecast in the budget.
  - (d) include the following -
    - (i) the annual budget adopted by the local government;
    - (ii) an update of each of the estimates included in the annual budget;
  - (iii) the actual amounts of expenditure, revenue and income as at the date of the review;
  - (iv) adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end-of-year amount for the item.
- (2) The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.
- (3) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
- \*Absolute majority required.
- (4) Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Section 6.8(1) (b) of the Local Government Act 1995 provides that expenditure can be incurred when not included in the annual budget provided it is authorised in advance by resolution (absolute majority required).

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Authorisation of expenditure through budget amendments recommended. Other specific financial implications are as outlined in the body of this report.

### **STRATEGIC IMPLICATIONS**

The budget review has been developed having regard for the Shire of Wagin's integrated planning and reporting documents adopted by Council.

### **VOTING REQUIREMENTS**

Absolute Majority





# 24 — 25

## BUDGET REVIEW SHIRE OF WAGIN



## SHIRE OF WAGIN

### BUDGET REVIEW REPORT

#### FOR THE PERIOD ENDED 31 DECEMBER 2024

*LOCAL GOVERNMENT ACT 1995*

*LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

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**SHIRE OF WAGIN**  
**STATEMENT OF BUDGET REVIEW**  
**FOR THE PERIOD ENDED 31 DECEMBER 2024**

		Budget v Actual				
		Adopted Budget	Updated Budget Estimates (a)	Year to Date Actual	Estimated Year at End Amount (b)	Predicted Variance (b) - (a)
Note		\$	\$	\$	\$	\$
OPERATING ACTIVITIES						
Revenue from operating activities						
		2,691,930	2,691,930	2,690,996	2,691,930	
		15,944	15,944	15,944	15,944	0
	4.1	1,237,505	1,237,505	885,642	1,268,342	30,837 ▲
	4.2	746,240	746,240	597,129	732,240	(14,000) ▼
		231,134	231,134	160,237	231,134	0
	4.3	417,818	417,818	344,823	435,948	18,130 ▲
	4.4	10,589	10,589	31,623	31,623	21,034 ▲
		5,351,160	5,351,160	4,726,395	5,407,161	56,001
Expenditure from operating activities						
	4.5	(2,972,646)	(2,972,646)	(1,986,574)	(3,074,220)	(101,574) ▼
	4.6	(1,940,738)	(1,940,738)	(1,459,761)	(2,187,776)	(247,038) ▼
	4.7	(377,647)	(377,647)	(220,414)	(367,888)	9,759 ▲
		(3,399,260)	(3,399,260)	(1,989,356)	(3,399,260)	0
		(21,934)	(21,934)	(12,876)	(21,934)	0
		(211,714)	(211,714)	(214,704)	(211,714)	0
		(200,947)	(200,947)	(74,500)	(200,947)	0
	4.8	(10,846)	(10,846)	0	0	10,846 ▲
		(9,135,732)	(9,135,732)	(5,958,185)	(9,463,739)	(328,007)
	4.9	3,427,585	3,427,585	1,972,178	3,395,705	(31,880) ▼
Amount attributable to operating activities		(356,987)	(356,987)	740,388	(660,873)	(303,886)
INVESTING ACTIVITIES						
Inflows from investing activities						
		1,735,797	1,735,797	425,637	1,735,797	0
	4.10	112,000	134,200	147,655	164,200	30,000 ▲
		24,507	24,507	12,152	24,507	0
		1,872,304	1,894,504	585,444	1,924,504	30,000
Outflows from investing activities						
	4.11	(438,752)	(438,752)	(83,105)	(451,276)	(12,524) ▼
		(445,000)	(449,970)	(444,187)	(449,970)	0
	4.12	(129,550)	(129,550)	(75,325)	(149,788)	(20,238) ▼
	4.13	(1,767,998)	(1,789,508)	(1,049,538)	(1,710,369)	79,139 ▲
	4.14	(357,111)	(357,111)	(135,040)	(269,452)	87,659 ▲
		(3,138,411)	(3,164,891)	(1,787,196)	(3,030,855)	134,036
Amount attributable to investing activities		(1,266,107)	(1,270,387)	(1,201,752)	(1,106,351)	164,036
FINANCING ACTIVITIES						
Cash inflows from financing activities						
	4.15	46,500	46,500	0	249,446	202,946 ▲
		46,500	46,500	0	249,446	202,946
Cash outflows from financing activities						
		(72,505)	(72,505)	(42,877)	(72,505)	0
		(692,228)	(709,458)	(86,551)	(709,458)	0
		(764,733)	(781,963)	(129,427)	(781,963)	0
Amount attributable to financing activities		(718,233)	(735,463)	(129,427)	(532,517)	202,946
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year		2,341,327	2,370,221	2,370,221	2,370,221	0
Amount attributable to operating activities		(356,987)	(356,987)	740,388	(660,873)	(303,886)
Amount attributable to investing activities		(1,266,107)	(1,270,387)	(1,201,752)	(1,106,351)	164,036
Amount attributable to financing activities		(718,233)	(735,463)	(129,427)	(532,517)	202,946
Surplus or deficit after imposition of general rates		4.16	(0)	7,384	1,779,430	70,480
						63,096 ▲



This budget review has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

**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 budget review be prepared in accordance with the *Local Government Act 1995* 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 Leases which would have required the Shire of Wagin to measure any vested improvements at zero cost.

*Local Government (Financial Management) Regulations 1996*, regulation 33A prescribes contents of the budget review.

Accounting policies which have been adopted in the preparation of this budget review have been consistently applied unless stated otherwise. Except for cash flow and statement of financial activity, the budget review 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 of Wagin 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.

**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 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 of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimation of fair values of provisions

**SIGNIFICANT ACCOUNTING POLICES**

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

SHIRE OF WAGIN  
SUMMARY GRAPHS - BUDGET REVIEW  
FOR THE PERIOD ENDED 31 DECEMBER 2024





**SHIRE OF WAGIN**  
**NOTES TO THE BUDGET REVIEW REPORT**  
**FOR THE PERIOD ENDED 31 DECEMBER 2024**

**3 NET CURRENT FUNDING POSTION**  
**EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)**

	Audited Actual 30 June 2024	Adopted Budget 30 June 2025	Updated Budget Estimates 30 June 2025	Year to Date Actual 31 December 2024	Estimated Year at End Amount 30 June 2025
<b>(a) Composition of estimated net current assets</b>					
<b>Current assets</b>					
Cash and cash equivalents	2,358,959	4,066,631	4,074,015	5,427,127	4,137,111
Financial assets	3,292,250	22,481	22,481	12,355	22,481
Trade and other receivables	247,622	125,163	125,163	401,196	125,163
Inventories	49,128	54,493	54,493	49,128	54,493
Other assets	57,291	57,291	57,291	0	57,291
Contract assets	25,534	0	0	25,534	0
	6,030,784	4,326,059	4,333,443	5,915,339	4,396,539
<b>Less: current liabilities</b>					
Trade and other payables	(199,754)	(315,096)	(315,096)	(324,160)	(315,096)
Contract liabilities	(113,142)	(74,702)	(74,702)	(404,128)	(74,702)
Borrowings	(72,505)	(75,713)	(75,713)	(29,628)	(75,713)
Employee related provisions	(550,278)	(517,387)	(517,387)	(550,278)	(517,387)
	(935,679)	(982,898)	(982,898)	(1,308,195)	(982,898)
<b>Net current assets</b>	5,095,105	3,343,161	3,350,545	4,607,144	3,413,641
Less: Total adjustments to net current assets	(2,724,885)	(3,343,161)	(3,343,161)	(2,827,714)	(3,343,161)
<b>Closing funding surplus / (deficit)</b>	2,370,221	0	7,384	1,779,430	70,480

**(b) Current assets and liabilities excluded from budgeted deficiency**

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

**Adjustments to net current assets**

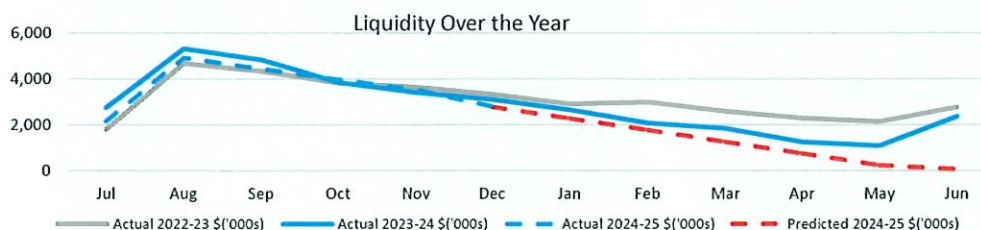
	Audited Actual 30 June 2024	Adopted Budget 30 June 2025	Updated Budget Estimates 30 June 2025	Year to Date Actual 31 December 2024	Estimated Year at End Amount 30 June 2025
Less: Reserve accounts	(3,328,331)	(3,974,059)	(3,974,059)	(3,414,881)	(3,974,059)
Less: Financial assets at amortised cost - self supporting loans	(24,507)	(22,481)	(22,481)	(12,355)	(22,481)
Add: Current liabilities not expected to be cleared at end of year					
- Current portion of borrowings	72,505	75,713	75,713	29,628	75,713
- Current portion of provisions held in reserve	555,448	577,666	577,666	569,894	577,666
<b>Total adjustments to net current assets</b>	(2,724,885)	(3,343,161)	(3,343,161)	(2,827,714)	(3,343,161)

**(c) Non-cash amounts excluded from operating activities**

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

**Adjustments to operating activities**

	Audited Actual 30 June 2024	Adopted Budget 30 June 2025	Updated Budget Estimates 30 June 2025	Year to Date Actual 31 December 2024	Estimated Year at End Amount 30 June 2025
Less: Profit on asset disposals	(152,177)	(10,589)	(10,589)	(31,623)	(31,623)
Less: Movement in liabilities associated with restricted cash	77,085	22,218	22,218	14,446	22,218
Less: Fair value adjustments to financial assets at fair value through profit or loss	(1,681)				
Add: Loss on disposal of assets	5,118	10,846	10,846	0	0
Add: Depreciation on assets	3,380,940	3,399,260	3,399,260	1,989,356	3,399,260
Non-cash movements in non-current assets and liabilities:					
Pensioner deferred rates	(10,923)	0	0	0	0
Employee benefit provisions	25,890	5,850	5,850	0	5,850
<b>Non-cash amounts excluded from operating activities</b>	3,324,252	3,427,585	3,427,585	1,972,178	3,395,705





3 COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)

**SIGNIFICANT ACCOUNTING POLICIES**

**CASH AND CASH EQUIVALENTS**

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

Bank overdrafts are shown as short term borrowings in current liabilities.

**FINANCIAL ASSETS AT AMORTISED COST**

The Shire of Wagin 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.

**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.

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

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

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

**INVENTORIES**

**General**

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**CONTRACT ASSETS**

Contract assets primarily relate to the Shire of Wagin's right to consideration for work completed but not billed at the end of the period.

**CONTRACT LIABILITIES**

Contract liabilities represent the Shire of Wagin's obligation to transfer goods or services to a customer for which the Shire of Wagin has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

**PROVISIONS**

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

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

**CURRENT AND NON-CURRENT CLASSIFICATION**

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of Wagin's operational cycle. In the case of liabilities where the Shire of Wagin 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 of Wagin's intentions to release for sale.

**TRADE AND OTHER PAYABLES**

Trade and other payables represent liabilities for goods and services provided to the Shire of Wagin prior to the end of the financial year that are unpaid and arise when the Shire of Wagin becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

**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 of Wagin recognises revenue for the prepaid rates that have not been refunded.

**EMPLOYEE BENEFITS**

**Short-Term Employee Benefits**

Provision is made for the Shire of Wagin'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 of Wagin'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 net current funding position. Shire of Wagin's current obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the net current funding 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 of Wagin's obligations for long-term employee benefits where the Shire of Wagin does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, are presented as current provisions in the net current funding position.



**SHIRE OF WAGIN**  
**NOTES TO THE REVIEW OF THE ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 31 DECEMBER 2024**  
**4 PREDICTED VARIANCES**

		<b>Variance</b>
		<b>\$</b>
	<b>Revenue from operating activities</b>	
4.1	<b>Grants, subsidies and contributions</b> FAG (Roads) lower than budget estimate, FAG (General) higher than budget estimate. Unbudgeted grants including WA State Library Grant, Lotterywest Grant for Barts Birthday and Water Strategy Grant. FAGs are a permanent variance. The remaining grants are associated with expenditure to be completed this year.	30,837 ▲
4.2	<b>Fees and charges</b> Budget estimate of water sales based on sales in 2023/2024 which was a very dry year with limited catchment rain.	(14,000) ▼
4.3	<b>Other revenue</b> Other Shire contribution to Long Service Leave entitlements. DFES contribution to Wedgecarrup Fire.	18,130 ▲
4.4	<b>Profit on asset disposals</b> Increase in profits on disposal of plant items from budget estimates.	21,034 ▲
	<b>Expenditure from operating activities</b>	
4.5	<b>Employee costs</b> Unbudgeted employee costs relating to Wedgecarrup Fire fighting (\$11K) and road clearing (\$100K). Partly offset by decrease in Pool salaries due to resignation of Pool Manager.	(101,574) ▼
4.6	<b>Materials and contracts</b> Reimbursements for purchase of BFB weather units, costs for sale of land, unbudgeted cost for Swimming Pool contractor, consultant costs for preparation of Wagin Water Strategy, outstanding invoice related to transfer of medical centre to St Lukes Medical, costs related to Wedgecarrup fire fighting (\$34K), costs related to Wedgecarrup Fire road clearing (\$72K), over budget on Road Maintenance, mainly due to an unusually high number of culvert blowout repairs. Partly offset by savings on Homecare Maintenance	(247,038) ▼
4.7	<b>Utility charges</b> Purchase of water for standpipes under budget due reduced demand for standpipe water. Partly offset by water charges for tank at 198 Vernal Street used during Wedgecarrup Fire.	9,759 ▲
4.8	<b>Loss on asset disposals</b> Higher than anticipated trade in received on plant.	10,846 ▲
4.9	<b>Non-cash amounts excluded from operating activities</b> Contra on profit on asset disposals.	(31,880) ▼
	<b>Inflows from investing activities</b>	
4.10	<b>Proceeds from disposal of assets</b> Sale of land not included in budget estimates.	30,000 ▲
	<b>Outflows from investing activities</b>	
4.11	<b>Purchase of land and buildings</b> Replacement air conditioner for Doctor residence, increased building costs for Hockey/Cricket Pavilion. Savings achieved on Town Hall and Rec Centre roof repairs. Reduced scope of Sportsground disabled toilet project. Roads Board renewal on hold.	(12,524) ▼
4.12	<b>Purchase of furniture and equipment</b> Purchase of new deep fryers for Rec Centre. Additional IT costs for new server in Administration Office.	(20,238) ▼
4.13	<b>Purchase and construction of infrastructure-roads</b> Piesseville Tarwonga Road shoulder gravel sheeting completed under budget estimate. Resealing on Vernon and Hunt Streets to be re-budgeted in 2025/2026, due to heavy works program and impact of works associated with fire ground road verge clearing.	79,139 ▲
4.14	<b>Purchase and construction of infrastructure-other</b> Trenton, Khedive and Caravan Park to Bridge footpaths completed under budget estimate. Reduced scope of Christmas lights & decorations project. LGIS funding for Wetland Park Upgrades re-allocated to Hockey/Cricket Pavilion due to increased building costs.	87,659 ▲
	<b>Cash inflows from financing activities</b>	
4.15	<b>Transfers from reserve accounts</b> Transfer from Roadwork Reserve for Wedgecarrup Fire road clearing (\$172K). Transfer from Recreational Development Reserve for Bowling Club Lights (\$30,946)	202,946 ▲
	<b>Surplus or deficit at the start of the financial year</b>	0
4.16	<b>Surplus or deficit after Imposition of general rates</b> Due to variances described above.	63,096 ▲

SHIRE OF WAGIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY - BUDGET REVIEW  
FOR THE PERIOD ENDED 31 DECEMBER 2024

NOTE 5 Budget Amendments

Job # /GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
<b>Existing Budget Amendments</b>							
	<b>Budget adoption - correction to budget balance</b>		Opening Surplus(Deficit)		28,894		28,894
E113045	Other Recreation & Sport - Other Expenses	5319	Operating Expenditure			(3,425)	25,469
E147055	Consultancy Fees	5319	Operating Expenditure		3,425		28,894
E167103 / CP394	Purchase of Infrastructure - Boddington St Reconstruct	5321	Capital Expenditure			(21,510)	7,384
PE2501 / E167761	Trade of Komatsu Loader (P11)	5324	Capital Expenditure		27,030		34,414
PE2507 / E167761	Purchase of Plant - 2017 Bomag Roller	5324	Capital Expenditure			(32,000)	2,414
E019001	Transfer to Plant Reserve	5324	Capital Expenditure			(17,230)	(14,816)
I122175	Proceeds on Disposal of Assets	5324	Capital Revenue		22,200		7,384
I122176	Realisation on Disposal of Assets	5324	Capital Revenue	(22,200)			7,384
IO2508 / E167758	Purchase of Infrastructure - Contribution to Lighting on 'A' Green - Wagin Bowling Club	5363	Capital Expenditure			(30,946)	(23,562)
IO19001	Transfer from Recreational Development Reserve	5363	Capital Revenue		30,946		7,384
<b>Proposed Budget Amendments</b>							
B2508 / E167744	Air Conditioner - 68 Khedive Street		Capital Expenditure			(6,949)	435
FE2507 / E167284	Deep Fryers - Recreation Centre		Capital Expenditure			(10,238)	(9,803)
JO12 / E134005	Recreation Centre Maintenance		Operating Expenditure		10,238		435
B2503 / E167780	Cricket/Hockey Pavilion		Capital Expenditure			(60,000)	(59,565)
IO2507 / E167758	Wetlands Park Upgrades		Capital Expenditure		60,000		435
CEI035 / I115010	SLWA - Encouraging Promising Practice Grant		Operating Revenue		1,874		2,309
CEI009 / I119031	Barts Birthday Grant (Lotterywest)		Operating Revenue		10,000		12,309
IO32005	Financial Assistance Grants (General)		Operating Revenue		3,582		15,891
IO32010	Financial Assistance Grants (Roads)		Operating Revenue			(36,619)	(20,728)
I147200	Proceeds on Disposal of Assets - 5 Vernal St & 2 Victor Street		Capital Revenue		30,000		9,272
E147105	Cost to Sell Council Property (Vernal & Victor Street)		Operating Expenditure			(3,700)	5,572
E076040	St Lukes Medical Services		Operating Expenditure			(10,901)	(5,329)
GR013 / E051040	Fire Control Weather Units		Operating Expenditure			(15,360)	(20,689)
IO51025	Contributions and Reimbursements		Operating Revenue		5,980		(14,709)
B2401 / E167780	Upgrade Toilet at Sportsground - Disable Access		Capital Expenditure		25,000		10,291
B2506 / E167780	Town Hall - Annex Roof Repairs		Capital Expenditure		8,615		18,906
B2507 / E167780	Rec Centre - Replace Alsynite Roof Sheets		Capital Expenditure		14,810		33,716
IO2506 / E167125	Christmas Lights & Decorations		Capital Expenditure		27,126		60,842
CP375 / E16724	Footpath CP to Bridge		Capital Expenditure		7,387		68,229
CP376 / E167124	Shire - Footpath - Tenton St - Tarbet St to Theta St		Capital Expenditure		11,235		79,464
CP377 / E167124	Shire - Footpath - Khedive Street - Ware St to Warwick St		Capital Expenditure		12,857		92,321
CP387 / E167103	Shire - Plesseville Tarvonga Road		Capital Expenditure		9,139		101,460
CP382 / E167103	Shire - Vernon Street Reseal		Capital Expenditure		46,000		147,460
CP383 / E167103	Shire - Hunt Street Reseal		Capital Expenditure		24,000		171,460
E112005	Pool Staff Salary		Operating Expenditure		10,000		181,460
E134005	Water Supply - Standpipes		Operating Expenditure		10,000		191,460
GR012 / E051020	Fire Fighting - Wedgecarrup Fire - Shire		Operating Expenditure			(40,000)	151,460
GR011 / E051020	Fire Fighting - Wedgecarrup Fire - DFES		Operating Expenditure			(6,130)	145,330
IO51025	Contributions & Reimbursements - DFES - Wedgecarrup Fire		Operating Revenue		6,130		151,460
E112040	Swimming Pool Contract Staff		Operating Expenditure			(40,000)	111,460
E122005	Road Maintenance		Operating Expenditure			(55,000)	56,460
I134005	Standpipe Water Sales		Operating Revenue			(14,000)	42,460
I112020	Reimbursements - Swimming Pool		Operating Revenue		12,000		54,460
DFES03 / E051005	BFB Operation Expenditure		Operating Expenditure			(39,000)	15,460
IO51010	BFB Operating Grant		Operating Revenue		39,000		54,460
FE2401	New Server - Administration		Capital Expenditure			(10,000)	44,460
JO09 / E111005	Homecare Maintenance		Operating Expenditure		20,000		64,460
E147055	Consultants / Contractors		Operating Expenditure		7,000		71,460
CE034 / E113055	Wagin Water Strategy		Operating Expenditure			(19,980)	51,480
CEI034 / I113040	Wagin Water Security Strategy Grant		Operating Revenue		13,000		64,480
B2502 / E167475	Roads Board Building - Renewal		Capital Expenditure		6,000		70,480
J152 / E122070	Wedgecarrup Fire Road Clearing		Operating Expenditure			(172,000)	(101,520)
IO19001	Transfer from Roadwork Reserve		Capital Revenue		172,000		70,480
E123010	Loss on Sale of Asset		Operating Revenue	10,846			70,480
IO82035	Profit on Sale of Asset		Operating Revenue	11,421			70,480
I122100	Profit on Sale of Asset		Operating Revenue	9,613			70,480



SHIRE OF WAGGA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY - BUDGET REVIEW  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

NOTE 6 Capital Acquisitions

Account Number	Job Number	Account/Job Description	Adopted Budget	Amended Budget	YTD Actual	Projected Actual	Impact on Annual Budget	Included in Budget Review
			\$	\$	\$	\$	\$	\$
<b>Land</b>								
<b>Economic Services</b>								
E167445		Creation of Lot 429 Tudhoe Street	(5,495)	(5,495)	0	(5,495)	0	0
<b>Total - Economic Services</b>			<b>(5,495)</b>	<b>(5,495)</b>	<b>0</b>	<b>(5,495)</b>	<b>0</b>	<b>0</b>
<b>Total - Land</b>			<b>(5,495)</b>	<b>(5,495)</b>	<b>0</b>	<b>(5,495)</b>	<b>0</b>	<b>0</b>
<b>Buildings</b>								
<b>Governance</b>								
E167744	B2505	Admin Building - Roof & Gutter repairs	(20,000)	(20,000)	0	(20,000)	0	0
E167744	B2508	Khedive Street Airconditioner (Doctors Residence)	0	0	(6,950)	(6,949)	(6,949)	(6,949) Urgent Replacement
<b>Total - Governance</b>			<b>(20,000)</b>	<b>(20,000)</b>	<b>0</b>	<b>(20,000)</b>	<b>(6,949)</b>	<b>(6,949)</b>
<b>Recreation And Culture</b>								
E167784	B2203	NAB Building	(10,257)	(10,257)	0	(10,257)	0	0
E167780	B2401	Upgrade toilet at sportsground - Disable Access	(35,000)	(35,000)	(71)	(10,000)	25,000	25,000 Scope of project reduced
E167780	B2501	Recreation Centre - New meter box	(20,000)	(20,000)	0	(20,000)	0	0
E167475	B2502	Roads Board Building - Renewal	(6,000)	(6,000)	0	0	6,000	6,000 To be re-budgeted in 2025/26
E167780	B2503	Demolish old and build new Hockey / Cricket Pavilion	(289,000)	(289,000)	(84,510)	(349,000)	(60,000)	(60,000) Funds transferred from Wetlands Upgrade due to increased building costs
E167784	B2504	Court House - Create door to Courtyard	(8,000)	(8,000)	0	(8,000)	0	0
E167784	B2506	Town Hall - Annex roof repairs	(20,000)	(20,000)	(11,385)	(11,385)	8,615	8,615
E167784	B2507	Rec Centre - Replace Alysiaite Roof Sheets	(25,000)	(25,000)	(10,190)	(10,190)	14,810	14,810
<b>Total - Recreation And Culture</b>			<b>(413,257)</b>	<b>(413,257)</b>	<b>(106,156)</b>	<b>(418,832)</b>	<b>(5,575)</b>	<b>(5,575)</b>
<b>Total - Buildings</b>			<b>(433,257)</b>	<b>(433,257)</b>	<b>(106,156)</b>	<b>(438,832)</b>	<b>(12,524)</b>	<b>(12,524)</b>
<b>Plant &amp; Equipment</b>								
<b>Education and Welfare</b>								
E167752	FE2503	Purchase of new Homcare Sedan (P80)	(30,000)	(30,000)	(29,932)	(29,932)	68	0
E167752	FE2504	Purchase of new Homcare Sedan (P27)	(30,000)	(30,000)	(29,932)	(29,932)	68	0
E167752	FE2505	Purchase of new Homcare Sedan - Darkan (P86)	(30,000)	(30,000)	(29,932)	(29,932)	68	0
<b>Total - Education and Welfare</b>			<b>(90,000)</b>	<b>(90,000)</b>	<b>(89,797)</b>	<b>(89,797)</b>	<b>203</b>	<b>0</b>
<b>Recreation &amp; Culture</b>								
E167769	FE2502	Purchase of new Ride-on Mower (P43)	(45,000)	(45,000)	(39,490)	(39,490)	5,510	0
<b>Total - Recreation &amp; Culture</b>			<b>(45,000)</b>	<b>(45,000)</b>	<b>(39,490)</b>	<b>(39,490)</b>	<b>5,510</b>	<b>0</b>
<b>Transport</b>								
E167761	FE2501	Purchase of new Loader (P11)	(310,000)	(282,970)	(282,900)	(282,900)	27,100	0
E167761	FE2507	Purchase 2017 Bomag Roller.	0	(32,000)	(32,000)	(32,000)	(32,000)	0 Council resolution 5324 (26/11/2024)
<b>Total - Transport</b>			<b>(310,000)</b>	<b>(314,970)</b>	<b>(314,900)</b>	<b>(314,900)</b>	<b>(4,900)</b>	<b>0</b>
<b>Total - Plant &amp; Equipment</b>			<b>(445,000)</b>	<b>(449,970)</b>	<b>(444,187)</b>	<b>(444,187)</b>	<b>813</b>	<b>0</b>
<b>Furniture &amp; Equipment</b>								
<b>Governance</b>								
E167742	FE2401	New Server - Administration	(55,000)	(55,000)	0	(66,000)	(10,000)	(10,000) Additional IT costs
E167742	FE2505	CCTV Server replacement	(20,000)	(20,000)	(20,950)	(20,950)	(950)	0
E167742	FE2506	Replace UPS for Server Rack and Extended Battery Module	(12,050)	(12,050)	0	(12,050)	0	0
<b>Total - Governance</b>			<b>(88,050)</b>	<b>(88,050)</b>	<b>(20,950)</b>	<b>(99,000)</b>	<b>(10,950)</b>	<b>(10,000)</b>
<b>Law, Order &amp; Public Safety</b>								
E167110	FE2504	Speed Safety Signage	(35,000)	(35,000)	(37,944)	(37,944)	(2,944)	0
<b>Total - Law, Order &amp; Public Safety</b>			<b>(35,000)</b>	<b>(35,000)</b>	<b>(37,944)</b>	<b>(37,944)</b>	<b>(2,944)</b>	<b>0</b>
<b>Other Health</b>								
<b>Recreation &amp; Culture</b>								
E167286	FE2501	Large Pool chlorinator	(9,000)	(9,000)	(7,641)	(7,641)	1,359	0
E167286	FE2502	Small Pool Chlorinator	(5,000)	(5,000)	(3,865)	(3,865)	1,135	0
E167756	FE2509	Refurbished Treadmill for Gym	(6,500)	(6,500)	(6,193)	(6,193)	307	0
E167284	FE2507	Deep Fryers - Recreation Centre	0	0	(10,238)	(10,238)	(10,238)	(10,238) Originally budgeted as operating expenditure - transferred to capital due to > \$5,000
<b>Total - Recreation &amp; Culture</b>			<b>(20,500)</b>	<b>(20,500)</b>	<b>(27,937)</b>	<b>(27,937)</b>	<b>(7,437)</b>	<b>(10,238)</b>
<b>Total - Furniture &amp; Equipment</b>			<b>(143,550)</b>	<b>(143,550)</b>	<b>(86,831)</b>	<b>(164,881)</b>	<b>(21,331)</b>	<b>(20,238)</b>
<b>Infrastructure - Roads</b>								
<b>Transport</b>								
E167103	CP348	2023/24 - RRG - Ballagin Road (Piscesville - Tarwonga)	(8,500)	(8,500)	(10,529)	(8,500)	0	0
E167103	CP357	2023/24 - Shire - Main Drain/Padbury Lane	(20,000)	(20,000)	0	(20,000)	0	0
E167103	CP358	2023/24 - RRG - Dongolocking Road	0	0	(1,972)	0	0	0
E167103	CP362	2023/24 - Shire - Culverts - Various - Extend	0	0	(1,265)	0	0	0
E167103	CP366	2024/25 - RTR - Beaufort Road - Reconstruct seal widen	(180,000)	(180,000)	(157,609)	(180,000)	0	0
E167103	CP367	2024/25 - RTR - Bullock Hills Road - Reconstruct seal widen	(100,000)	(100,000)	(97,242)	(100,000)	0	0
E167103	CP368	2024/25 - Shire - Collanilling road - Reconstruct seal failed section	(25,000)	(25,000)	(27,115)	(25,000)	0	0
E167103	CP369	2024/25 - Shire - Rowells road - Gravel Sheet	(55,000)	(55,000)	(53,172)	(55,000)	0	0
E167103	CP370	2024/25 - RTR - Behn Ord Road - Reconstruct seal failed section	(62,145)	(62,145)	(60,062)	(62,145)	0	0
E167103	CP371	2024/25 - RRG - Piscesville-Tarwonga - Reconstruct seal failed section	(155,186)	(155,186)	(16,293)	(155,186)	0	0
E167103	CP372	2024/25 - Shire - Wagin-Wickepin Road - Gravel Sheet	(45,000)	(45,000)	(34,349)	(45,000)	0	0
E167103	CP373	2024/25 - Shire - Toolbin South Road - Gravel sheet	(45,000)	(45,000)	(43,772)	(45,000)	0	0
E167103	CP374	2024/25 - RTR - Ballagin Road - Reconstruct seal widen	(207,219)	(207,219)	(121,650)	(207,219)	0	0
E167103	CP378	2024/25 - Shire - Thornton Street - Kerbing both sides	(20,000)	(20,000)	0	(20,000)	0	0
E167103	CP379	2024/25 - Shire - Lukin street - Kerbing both sides	(15,000)	(15,000)	0	(15,000)	0	0
E167103	CP380	2024/25 - Shire - Trenton Street - Kerbing north side	(20,000)	(20,000)	0	(20,000)	0	0
E167103	CP381	2024/25 - RRG - Jalaran Street - Reseal 2 coat	(150,216)	(150,216)	(1,045)	(150,216)	0	0
E167103	CP382	2024/25 - Shire - Vernon street - Reseal 2 coat	(46,000)	(46,000)	0	0	46,000	46,000 To be re-budgeted in 2025/26
E167103	CP383	2024/25 - Shire - Hunt street - Reseal	(24,000)	(24,000)	(2,167)	0	24,000	24,000 To be re-budgeted in 2025/26
E167103	CP384	2024/25 - Shire - Town Drain - Main Drain/Padbury lane (Cement Wall)	(20,000)	(20,000)	(91)	(20,000)	0	0
E167103	CP385	2024/25 - RRG - Dongolocking Road - Reconstruct seal widen	(253,000)	(253,000)	(231,637)	(253,000)	0	0
E167103	CP386	2024/25 - LRCIP4 - Bullock Hills Road - Reconstruct seal widen	(137,423)	(137,423)	(125,523)	(137,423)	0	0
E167103	BR3068	2024/25 - Dongolocking Road SLK 10.42 - Culvert replace sleepers (Bridge Funding 2018-19)	(74,251)	(74,251)	(8,374)	(74,251)	0	0
E167103	CP387	2024/25 - Shire - Piscesville-Tarwonga - Gravel sheet shoulders	(35,000)	(35,000)	(25,861)	(25,861)	9,139	9,139 Completed Under budget
E167103	CP388	2024/25 - LRCIP4 - Beaufort Road SLK 7.25 - Extend culvert / replace head wall	(14,107)	(14,107)	(6,417)	(14,107)	0	0
E167103	CP389	2024/25 - LRCIP4 - Beaufort Road SLK 7.87 - Culvert repairs / replace sleepers	(14,107)	(14,107)	(5,079)	(14,107)	0	0
E167103	CP390	2024/25 - LRCIP4 - Beaufort Road SLK 6.29 - Culvert repairs / replace sleepers	(35,652)	(35,652)	(16,643)	(35,652)	0	0
E167103	CP391	2024/25 - Bullock Hills Road SLK 6.36 - Replace head walls	(1,890)	(1,890)	(15)	(1,890)	0	0
E167103	CP392	2024/25 - Bullock Hills Road SLK 6.84 - Extend culvert / replace head wall	(2,400)	(2,400)	(782)	(2,400)	0	0
E167103	CP393	2024/25 - Dongolocking Road SLK 24.16 - Extend culvert / replace head wall	(1,502)	(1,502)	(874)	(1,502)	0	0
E167103	CP394	2024/25 - Boddington Street (SLK 0.00-0.07) - Reconstruct and Seal	0	(21,510)	0	(21,510)	(21,510)	0 Council resolution 5321 (26/11/2024)



Total - Transport	(1,767,998)	(1,769,508)	(1,049,538)	(1,710,369)	57,629	79,139
Total - Infrastructure - Roads	(1,767,998)	(1,769,508)	(1,049,538)	(1,710,369)	57,629	79,139

SHIRE OF WAGIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY - BUDGET REVIEW  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

Account Number	Job Number	Account/Job Description	Adopted Budget	Amended Budget	YTD Actual	Projected Actual	Impact on Annual Budget	Included in Budget Review
			\$	\$	\$	\$	\$	\$
<b>Infrastructure - Other</b>								
<b>Law, Order &amp; Public Safety</b>								
E167112	IO028	250,000L Emergency Water Tank - Wagin Airfield	(11,740)	(11,740)	(1,432)	(11,740)	0	0
E167112	IO029	Pump & Emergency Water Connection - Dams via waler	0	0	0	0	0	0
<b>Total - Law, Order &amp; Public Safety</b>			(11,740)	(11,740)	(1,432)	(11,740)	0	0
<b>Community Amenities</b>								
E167191	IO2504	Wagin Cemetery - New niche wall	(10,000)	(10,000)	0	(10,000)	0	0
<b>Total - Community Amenities</b>			(10,000)	(10,000)	0	(10,000)	0	0
<b>Recreation &amp; Culture</b>								
E167757	IO2404	Swimming Pool Shade Sail	(20,500)	(20,500)	(21,000)	(21,000)	(500)	0
E167758	IO2501	Sportsground Water Tank	(48,500)	(48,500)	0	(48,500)	0	0
E167757	IO2502	Swimming Pool - Paving repairs under roller track	(8,500)	(8,500)	0	(8,500)	0	0
E167758	IO2505	Bojanning Park - Basketball court upgrade	(6,000)	(6,000)	(6,523)	(6,523)	(523)	0
E167125	IO2506	Christmas Lights & Decorations	(40,000)	(40,000)	(12,874)	(12,874)	27,126	27,126 Scope of project reduced
E167758	IO2507	Wetlands - Upgrades including Disabled Access Ramp	(60,000)	(60,000)	0	0	60,000	60,000 Funds transferred to Cricket/Hockey Pavilion due to increased building costs
E167758	IO2508	Contribution to Lighting on 'A' Green - Wagin Bowling Club	0	(30,946)	0	(30,946)	(30,946)	(30,946)
<b>Total - Recreation &amp; Culture</b>			(183,500)	(214,446)	(40,398)	(128,343)	55,157	56,180
<b>Transport</b>								
E167136	IO2401	Townscape	0	0	0	0	0	0
<b>Total - Transport</b>			0	0	0	0	0	0
<b>Total - Infrastructure - Other</b>			(205,240)	(236,186)	(41,830)	(150,083)	55,157	56,180
<b>Infrastructure - Footpaths</b>								
<b>Transport</b>								
E167124	CP355	2023/24 - Shire - Arthur Road - Wetlands Horseshoe to Bridge	(24,871)	(24,871)	0	(24,871)	0	0
E167124	CP375	2024/25 - Shire - Footpath Caravan park to bridge	(25,000)	(25,000)	(17,797)	(17,613)	7,387	7,387
E167124	CP376	2024/25 - Shire - Footpath Trenton Street - Tarbet St to Theta St	(50,000)	(50,000)	(38,765)	(38,765)	11,235	11,235 Completed Under budget
E167124	CP377	2024/25 - Shire - Footpath Khedive Street - Ware St to Warwick St	(38,000)	(38,000)	(25,143)	(25,143)	12,857	12,857
<b>Total - Infrastructure - Footpaths</b>			(137,871)	(137,871)	(81,705)	(106,392)	31,479	31,479
<b>Total - Infrastructure - Footpaths</b>			(137,871)	(137,871)	(81,705)	(106,392)	31,479	31,479
<b>Capital Expenditure Total</b>								
			(3,138,411)	(3,195,837)	(1,810,246)	(3,020,238)	111,224	134,036

SHIRE OF WAGIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY - BUDGET REVIEW  
FOR THE PERIOD ENDED 30 APRIL 2024

NOTE 7 Disposal of Assets

Asset Ref.	Asset description	Budget				YTD Actual				Forecast Actual				Status / Comment
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)	
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>Land</b>														
LA20	Lot 218 (2) Victor Street, Wagin	0	0	0	0	19,000	15,000	0	(4,000)	19,000	15,000		(4,000)	Council resolution 5318 (26/11/2024)
LA20A	Lot 219 (5) Vernal Street, Wagin	0	0	0	0	19,000	15,000	0	(4,000)	19,000	15,000		(4,000)	Council resolution 5273 (24/09/2024)
<b>Plant and equipment</b>														
<b>Education and welfare</b>														
P80V20	Toyota RAV 4 (2019)	8,678	15,000	6,322	0	10,164	19,091	8,927	0	10,164	19,091	8,927	0	Overall plant
P27Y14	Mitsubishi Triton (2014) Gardene	0	2,000	2,000	0	0	6,364	6,364	0	0	6,364	6,364	0	replacement program
P80Y16	Holden Commodore (2015) - Dai Transport	2,733	5,000	2,267	0	3,280	10,000	6,720	0	3,280	10,000	6,720	0	has resulted in higher sale proceeds and profits
				0	0	0		0	0	0	0	0	0	
P11V18	Komatsu Loader (2018)	100,846	112,200	11,354	0	102,587	112,200	9,613	0	102,587	112,200	9,613	0	
		112,257	134,200	21,943	0	154,031	177,655	31,624	(8,000)	154,031	177,655	31,624	(8,000)	

## SHIRE OF WAGIN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY - BUDGET REVIEW  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

## NOTE 8 Reserve Accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Original Budget Transfers to (+)	Projected Transfers to (+)	Original Budget Transfers From (-)	Projected Transfers From (-)	Budget Closing Balance	Projected Actual Closing Balance
<b>Restricted by Council</b>									
Leave reserve	555,448	22,218	14,446	0	0	0	0	577,666	577,666
Plant Replacement Reserve	689,896	27,596	17,947	47,000	64,230	0	0	764,492	781,722
Recreation Centre Reserve	15,606	624	406	0	0	0	0	16,230	16,230
Aerodrome Maintenance & Developm	43,547	1,742	1,132	10,964	10,964	0	0	56,253	56,253
Municipal Buildings Reserve	76,066	3,043	1,978	24,000	24,000	0	0	103,109	103,109
Admin Centre Furniture, Equipment &	16,460	658	428	115,830	115,830	0	0	132,948	132,948
Land Development Reserve	11,398	456	296	0	0	0	0	11,854	11,854
Community Bus Reserve	23,309	932	606	1,000	1,000	0	0	25,241	25,241
Homecare Reserve	56,465	2,259	1,468	0	0	(40,000)	(40,000)	18,724	18,724
Recreation Development Reserve	280,731	11,229	7,300	20,000	20,000	0	(30,946)	311,960	281,014
Refuse Waste Management Reserve	269,240	10,770	7,002	0	0	0	0	280,010	280,010
Water Management Reserve	75,339	3,014	1,959	18,000	18,000	0	0	96,353	96,353
Staff Housing Reserve	469,804	18,792	12,213	75,000	75,000	0	0	563,596	563,596
Refuse Site Rehabilitation Reserve	187,460	7,498	4,874	20,000	20,000	0	0	214,958	214,958
Community Events Reserve	9,540	382	248	10,000	10,000	0	0	19,922	19,922
Electronic Sign Reserve	15,744	630	409	0	0	0	0	16,374	16,374
Community Gym Reserve	26,582	1,063	691	2,300	2,300	(6,500)	(6,500)	23,445	23,445
Sportsground Precinct Redevelopment	366,574	14,663	9,528	150,000	150,000	0	0	531,237	531,237
Emergency/Bushfire Control Reserve	35,883	1,435	933	0	0	0	0	37,318	37,318
Roadwork Reserve	103,239	4,130	2,685	65,000	65,000	0	(172,000)	172,369	369
	<b>3,328,331</b>	<b>133,134</b>	<b>86,551</b>	<b>559,094</b>	<b>576,324</b>	<b>(46,500)</b>	<b>(249,446)</b>	<b>3,974,059</b>	<b>3,788,343</b>



## 8.4 MANAGER OF WORKS

### 8.4.1 MANAGER OF WORKS ACTIVITY REPORT

AUTHOR OF REPORT:	Manager of Works
SENIOR OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.CO.1
STRATEGIC DOCUMENT REFERENCE:	2024/25 Budget
ATTACHMENTS:	1. Plant Report

#### OFFICER RECOMMENDATION

That Council NOTES the Manager of Works report.

#### BRIEF SUMMARY

Nil

#### BACKGROUND/COMMENT

##### CONSTRUCTION CREW:

- Grading fire affected area on various roads
- Ballagin Road cement stabilised 2.0km section

##### TOWNS CREW

- Tiding up of parks and gardens and attending to maintenance work
- Watering parks and gardens
- Repairing reticulation
- Planting of native trees
- Spraying for weeds
- Attending to community requests including the Wagin Woolorama
- Street cleaning

##### UPCOMING WORKS:

- Jaloran road reseal 3km section
- Ballagin road seal widen 2km section
- Woolorama clean up

##### ROAD MAINTENANCE:

The Works crew have attended public requests, general road maintenance issues including blow outs on unsealed roads and fallen trees as they arise.



### **TOWN MAINTENANCE:**

The town crew have been undertaking community requests, removing fallen trees. Gardening crew has been busy tidying up, watering, weeding and cleaning up.

### **PLANT / MACHINERY:**

General servicing of small and large plant has been carried out by Shire staff, major servicing, and mechanical repairs to be carried out by Bernie Woodhouse and shire staff.

### **CONSULTATION/COMMUNICATION**

Nil

### **STATUTORY/LEGAL IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

This expenditure has been budgeted.

### **STRATEGIC IMPLICATIONS**

These assets are required for works in the community

### **VOTING REQUIREMENTS**

Simple Majority

PLANT REPORT			Mar-25			
PLANT	OPERATOR	PURCHASE DATE	KM / HOURS	SERVICE DUE	REGO	COMMENTS
ISUZU MUX WAGON P-01	CEO	29/10/2019	110346	120,000	W.1	
ISUZU MUX WAGON P-02	DCEO	11/10/2023	54388	64,000	W.001	
ISUZU D MAX P-04	MOW	27/10/2023	29784	40000km	W.1008	
TOYOTA KLUGER - P-05	DOCTOR	13/10/2021	94135	110000km	W.1479	
WCM LOADER P-09	WORKS	30/06/2012	3284	Mar-25	W.10292	
CAT GRADER P-10	WORKS	14/01/2021	4839	5293	W.284	
CASE LOADER P-11	WORKS	1/11/2024	306	750	W.10707	
KOMATSU GRADER P-12	WORKS	15/01/2019	6982	7500 hrs	W.041	
KOMATSU EXCAVATOR P-13	WORKS	10/12/2021	473	527 HRS		
ISUZU TRUCK P-14	WORKS	3/12/2019	130157	140000kms	W.1002	
WN ROLLER P-15	WORKS	6/12/2023	974	1250 hrs	W.7862	
ISUZU TRUCK P-16	WORKS	21/11/2023	20253	25000kms	W.1012	
MAHINDRA P-17	HANDY MAN	21/03/2022	14377	22000kms	W.10955	
KUBOTA MOWER P-18	WORKS	31/10/2019	678	700 hrs		
VIBE ROLLER P-19	WORKS	3/01/2008	2631	2750	W.841	
JOHN DEERE P-20	WORKS	9/02/2006	4771	5000	W.9618	
ISUZU P-21 (NEW)	WORKS	27/10/2023	20994	25000kms	W.676	
JOHN DEERE P-22	WORKS	10/08/2016	699	950 HRS	W.487	
Toyota UTE P-24	WORKS	1/02/2023	49971	55000kms	W.1010	
TOYOTA UTE P-25	WORKS	25/11/2020	48204	55000kms	P50	
TRITON UTE P-26	WORKS	14/11/2014	123504	130 000 kms	W.1022	
MAHINDRA P-38	RANGER	13/01/2023	16989	25000 km	W.1044	
BOBCAT P-39	WORKS	17/09/2013	4369	4800 hrs	W.10553	
ISUZU TRUCK P-40	WORKS	29/03/2019	156652	165451 kms	W.437	
ISUZU TRUCK P-42	WORKS	27/10/2023	33976	45000km	W.1015	
TORO MOWER P-43	WORKS	12/09/2013	669	Fire Damaged		
KUBOTA MOWER P-44	WORKS	1/10/2024	50	100 hrs		
CAT BACKHOE P-47	WORKS	21/09/2015	6820	7000 hrs	W.10552	
TENNANT SWEEPER P-48	WORKS	16/10/2015	2216	4400 HRS	W.10554	
MULTIPAC ROLLER P-49	WORKS	9/01/2017	5474	5650	W.860	
ISUZUUTE - P50	WORKS	12/03/2024	8050	15000 Kms	W.924	
FORKLIFT P-51	WORKS	30/11/2018	16629	7/06/2025	W.10729	
KUBOTA RTV P-52	WORKS	31/10/2019	951	980 HRS		
ROVER MOWER P-53	WORKS	5/09/2022	379	400 hrs		
TOYOTA UTE P-85	WORKS	29/10/2020	36823	45000 kms	W.863	
TOYOTA UTE P-94	WORKS	23/10/2019	83758	85000km	W.10796	
2016 Toyota Coaster BUS P-07	COMMUNITY	2016				
H/Care H6 P-27	HEMOCARE	2024	6577	10000km		
H/Care Manager Car - P-80	HEMOCARE	2024	8121	10000km	W468	
H/Care Bus P-83	HEMOCARE	2017	44275	53000 kms		
H/Care Darkan P-86	HEMOCARE	2024	8285	10000km		
SES Vehicle - SESA03	SES	2016		September		
Fire Truck - Wedgecarrup P-97	FIRE	2011		September		
Fire Truck - Piesseville P-84	FIRE	1995		September		
Fire Truck P-98	FIRE	2013		September		
Fire Tender P-99	FIRE	1987		September		
P41 - 7 Fast Fill Standpipes	FIRE					



## 9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

## 10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

## 11 URGENT BUSINESS

In cases of extreme urgency or other special circumstance, matters may, with the consent of the person presiding, or by decision of the members present, be raised without notice and decided by the meeting.

## 12 CONFIDENTIAL BUSINESS

### 12.1 2 BALLAGIN STREET

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	February 2025 - 5367
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CP.MT.15
STRATEGIC DOCUMENT REFERENCE:	Draft Staff Accommodation Strategy (February 2025)
ATTACHMENTS:	Confidential Attachment 1 – correspondence to and from Dr Jeetash Kumar

*In accordance with Section 5.23(a) of the Local Government Act 1995, this report is confidential as the matter affects information about the business, professional, commercial or financial affairs of a person.*

## 12.2 CONTRACT FOR THE PROVISION OF MEDICAL SERVICES FOR THE SHIRE OF WAGIN

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	August 2024 - 5266
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CS.SP.20
STRATEGIC DOCUMENT REFERENCE:	
ATTACHMENTS:	<p>Confidential Attachment 1 – Contract for the provision of medical services for the Shire of Wagin</p> <p>Confidential Attachment 2 – Correspondence from St Lukes regarding contract extension terms</p>

*In accordance with Section 5.23(a) of the Local Government Act 1995, this report is confidential as the matter affects information about the business, professional, commercial or financial affairs of a person.*

## 12.3 HANGAR 4 AND WORKSHOP – WAGIN AIRFIELD –TENDER SUBMISSION

OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Wagin Aerial Landing Ground – Reserve 20595
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
FILE REFERENCE:	LS.AG.1
ATTACHMENTS:	<p>Tender submission</p> <p>Draft Lease Agreement</p>

*In accordance with Section 5.23(a) of the Local Government Act 1995, this report is confidential as the matter affects information about the business, professional, commercial or financial affairs of a person.*

## 13 CLOSURE