



## MINUTES

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# ORDINARY MEETING OF COUNCIL

---

26 AUGUST 2025



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Alternative formats are also available upon request.

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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

Minutes for the Ordinary Council Meeting held in the Council Chambers, Wagin on Tuesday 26 August 2025.

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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**

The Presiding Member Cr Kilpatrick opened the meeting at 7:00pm

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

##### **COUNCILLORS**

Cr Bryan Kilpatrick	Deputy Shire President
Cr Greg Ball	Elected Member
Cr Ann O'Brien	Elected Member
Cr Geoff West	Elected Member

##### **STAFF**

Dr Kenneth Parker	Chief Executive Officer
Donna Fawcett	Manager of Finance
Allen Hicks	Manager of Works
Kasey Pearce	Executive Assistant
Amy Kippin	Administration Officer

##### **VISITORS**

##### **APOLOGIES**

Cr Phillip Blight	Shire President
Cr Sherryl Chilcott	Elected Member
Cr Wade Longmuir	Elected Member
John Fathers	Deputy Chief Executive Officer

Public Gallery	0
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### **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**

Nil

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

Nil

## **4 PETITIONS AND DEPUTATIONS**

Nil

## **5 DISCLOSURE OF INTERESTS**

Item 12.1.2 - The Chief Executive Officer has declared a financial interest in the matter. The nature and extent of the interest is that the matter relates to a potential professional development opportunity.

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

### **6.1 MINUTES FROM THE ORDINARY MEETING OF COUNCIL 22 JULY 2025**

#### **OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5471**

Moved Cr G R Ball                      Seconded Cr G K B West

That the Unconfirmed Minutes of the Ordinary Meeting of Council held on Tuesday 22 July 2025 be confirmed.

**CARRIED UNANIMOUSLY 4/0**

### **6.2 MINUTES FROM THE SPECIAL MEETING OF COUNCIL 4 AUGUST 2025**

#### **OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5472**

Moved Cr M A O'Brien                      Seconded Cr G R Ball

That the Unconfirmed Minutes of the Special Meeting of Council held on Monday 4 August 2025 be confirmed.

**CARRIED UNANIMOUSLY 4/0**

Allen Hicks left the meeting at 7:06pm and returned at 7:07pm.

## **7 ANNOUNCEMENTS OF THE PRESIDENT**



## 8 REPORTS TO COUNCIL

### 8.1 CHIEF EXECUTIVE OFFICER

#### 8.1.1 MONTHLY FINANCIAL REPORT – JULY 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 AND COUNCIL RESOLUTION 5473

Moved Cr G R Ball                      Seconded Cr G K B West

That Council RECEIVE the Financial Report for the period ending 31 July 2025 as presented.

**CARRIED UNANIMOUSLY 4/0**

#### BRIEF SUMMARY

The Monthly Financial Report for the period ending 31 July 2025 is attached.

#### BACKGROUND/COMMENT

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* (the Regulations) require a monthly statement of financial activity, monthly statement of financial position and explanation of material variances to be presented to Council.

The report must be presented at an ordinary meeting of Council within two months after the end of the month to which the statement relates. Regulations prescribe the information to be contained in the report.

The Monthly Financial Report has been compiled to comply with the *Local Government Act 1995* (the Act), associated regulations, and to the extent they are not inconsistent with the Act and the Australian Accounting Standards (AAS).

In accordance with regulation 34(5) of the Regulations, Council has adopted on 4 August 2025, that the level to be used for reporting budget variances within monthly financial reporting for the 2025/26 financial year shall be \$20,000.

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.



An early payment of \$1,053,778 in Financial Assistance Grants was received on 24 June 2025 which equates to 54% of the 2025/2026 FAG payment.

The closing surplus as of 30 June 2025 is \$790,755.

Total rates outstanding at the end of July 2025 are \$155,088. Payments collected in July 2025 were \$22,589 (previous year(s) rates). 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.

Following adoption of the 2025/26 budget on 4 August 2025, the current financial year's rates are being raised and sent out, with a due date of 6 October 2025.

The Shire has a total of \$4,919,936 invested in interest bearing accounts which are currently earning interest of 3.80% on Treasury OCDF (\$589,841), 4.05% on Treasury Reserve Term Deposit (\$3,855,082), 3.25% on CBA Municipal Account (\$413,718) and 1.00% on CBA Reserve Account (\$61,295).

Please note that these are preliminary July financials. The actual carry forward amount contained in the report is subject to final 2024/2025 year end adjustments and audit. The audit is scheduled to take place in early October, and the final accounts will be confirmed by the auditor and presented to council as part of the annual financial report for 2024/2025.

## **CONSULTATION/COMMUNICATION**

Nil

## **STATUTORY/LEGAL IMPLICATIONS**

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

#### **34. Financial activity statement required each month (Act s.6.4)**

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for the previous month in the following detail —
  - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
  - (b) budget estimates to the end of the relevant month; and
  - (c) actual amounts of expenditure, revenue and income to the end of the relevant month; and
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - (e) the net current assets at the end of the relevant month and a note containing a summary explaining the composition of the net current assets.

- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
    - (a) presented at an ordinary meeting of the council within 2 months after the end of the relevant month; and
    - (b) recorded in the minutes of the meeting at which it is presented.
  - (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.
35. Financial position statement required each month
- (1) A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month and —
    - (a) the financial position of the local government as at the last day of the previous financial year; or
    - (b) if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.
  - (2) A statement of financial position must be —
    - (a) presented at an ordinary meeting of the council within 2 months after the end of the previous month; and
    - (b) recorded in the minutes of the meeting at which it is presented.

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

Nil

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

The presentation of these monthly financial reports provides Council with regular updates regarding the status of the financial position and assists to comply with the Act and associated regulations.

#### **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 31 JULY 2025**

***LOCAL GOVERNMENT ACT 1995***

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

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**SHIRE OF WAGIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JULY 2025**

**BY NATURE**

	Ref	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)		(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>								
<b>Revenue from operating activities</b>								
General Rates		2,796,609	2,796,609	0	(3)	(3)	0.00%	
Rates (excluding general rate)		16,502	16,502	0	0	0	0.00%	
Grants, subsidies and contributions		2,043,431	2,043,431	296,549	224,317	(72,232)	(24.36%)	▼
Fees and charges		782,913	782,913	32,492	30,132	(2,360)	(7.26%)	
Interest Revenue		230,462	230,462	9,165	8,748	(417)	(4.55%)	
Other revenue		452,916	452,916	28,863	11,640	(17,223)	(59.67%)	
Profit on asset disposals		47,008	47,008	770	0	(770)	(100.00%)	
		<b>6,369,841</b>	<b>6,369,841</b>	<b>367,839</b>	<b>274,834</b>	<b>(93,005)</b>	<b>(25.28%)</b>	
<b>Expenditure from operating activities</b>								
Employee costs		(3,136,523)	(3,136,523)	(356,979)	(375,248)	(18,269)	(5.12%)	
Materials and contracts		(2,236,780)	(2,236,780)	(317,601)	(335,560)	(17,959)	(5.65%)	
Utility charges		(349,806)	(349,806)	(29,117)	(29,320)	(203)	(0.70%)	
Depreciation		(3,439,465)	(3,439,465)	0	0	0	0.00%	
Finance Costs		(17,682)	(17,682)	(389)	(385)	4	1.11%	
Insurance		(212,447)	(212,447)	(97,019)	(108,526)	(11,507)	(11.86%)	
Other expenditure		(212,236)	(212,236)	(11,633)	(15,230)	(3,597)	(30.92%)	
Loss on asset disposals		(9,560)	(9,560)	0	0	0	0.00%	
		<b>(9,614,499)</b>	<b>(9,614,499)</b>	<b>(812,738)</b>	<b>(864,268)</b>	<b>(51,530)</b>	<b>6.34%</b>	
Non-cash amounts excluded from operating activities	(b)	3,384,677	3,384,677	(770)	5,717	6,487	(842.51%)	
<b>Amount attributable to operating activities</b>		<b>140,019</b>	<b>140,019</b>	<b>(445,669)</b>	<b>(583,716)</b>	<b>(138,048)</b>	<b>30.98%</b>	
<b>INVESTING ACTIVITIES</b>								
<b>Inflows from investing activities</b>								
Proceeds from capital grants, subsidies and contributions		1,263,394	1,263,394	17,317	0	(17,317)	(100.00%)	
Proceeds from disposal of assets		215,273	215,273	0	0	0	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans		25,331	25,331	0	0	0	0.00%	
		<b>1,503,998</b>	<b>1,503,998</b>	<b>17,317</b>	<b>0</b>	<b>(17,317)</b>	<b>(100.00%)</b>	
<b>Outflows from investing activities</b>								
Payments for property, plant and equipment		(1,886,907)	(1,886,907)	(6,600)	(1,529)	5,071	76.83%	
Payments for construction of infrastructure		(2,043,921)	(2,043,921)	0	(54,064)	(54,064)	0.00%	
		<b>(3,930,828)</b>	<b>(3,930,828)</b>	<b>(6,600)</b>	<b>(55,593)</b>	<b>(48,993)</b>	<b>742.32%</b>	
<b>Amount attributable to investing activities</b>		<b>(2,426,830)</b>	<b>(2,426,830)</b>	<b>10,717</b>	<b>(55,593)</b>	<b>(66,310)</b>	<b>(618.74%)</b>	
<b>FINANCING ACTIVITIES</b>								
<b>Inflows from financing activities</b>								
Proceeds from new loans		1,600,000	1,600,000	0	0	0	0.00%	
Transfer from reserves		266,074	266,074	0	0	0	0.00%	
		<b>1,866,074</b>	<b>1,866,074</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	
<b>Outflows from financing activities</b>								
Repayment of borrowings		(76,165)	(76,165)	(1,565)	(1,523)	42	2.67%	
Transfer to reserves		(944,764)	(944,764)	0	(34,259)	(34,259)	0.00%	
		<b>(1,020,929)</b>	<b>(1,020,929)</b>	<b>(1,565)</b>	<b>(35,782)</b>	<b>(34,217)</b>	<b>(2186.41%)</b>	
<b>Amount attributable to financing activities</b>		<b>845,145</b>	<b>845,145</b>	<b>(1,565)</b>	<b>(35,782)</b>	<b>(34,217)</b>	<b>2186.41%</b>	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>								
<b>Surplus or deficit at the start of the financial year</b>		<b>1,441,666</b>	<b>1,441,666</b>	<b>1,441,666</b>	<b>1,465,847</b>	<b>24,181</b>	<b>1.68%</b>	
Amount attributable to operating activities		140,019	140,019	(445,669)	(583,716)	(138,048)	30.98%	
Amount attributable to investing activities		(2,426,830)	(2,426,830)	10,717	(55,593)	(66,310)	(618.74%)	
Amount attributable to financing activities		845,145	845,145	(1,565)	(35,782)	(34,217)	2186.41%	
<b>Surplus or deficit after imposition of general rates</b>	(a)	<b>0</b>	<b>0</b>	<b>1,005,149</b>	<b>790,755</b>	<b>(214,394)</b>	<b>21.33%</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 31 JULY 2025**

**BY PROGRAM  
BY PROGRAM**

	Note	Adopted Annual Budget	Amended Annual Budget (d)	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		32,273	32,273	416	0	(416)	(100.00%)	▼
General Purpose Funding - Rates	6	2,796,609	2,796,609	0	(3)	(3)		▼
General Purpose Funding - Other		1,289,842	1,289,842	10,088	8,977	(1,111)	(11.01%)	▼
Law, Order and Public Safety		127,350	127,350	27,965	21,602	(6,363)	(22.75%)	▼
Health		17,857	17,857	1,385	599	(786)	(56.74%)	▼
Education and Welfare		894,813	894,813	78,186	14,495	(63,692)	(81.46%)	▼
Community Amenities		426,647	426,647	5,601	8,334	2,733	48.79%	▲
Recreation and Culture		145,564	145,564	7,574	15,699	8,125	107.28%	▲
Transport		281,373	281,373	206,837	188,612	(18,225)	(8.81%)	▼
Economic Services		188,654	188,654	15,719	7,954	(7,765)	(49.40%)	▼
Other Property and Services		168,859	168,859	14,068	8,565	(5,503)	(39.12%)	▼
		<b>6,369,841</b>	<b>6,369,841</b>	<b>367,839</b>	<b>274,834</b>			
<b>Expenditure from operating activities</b>								
Governance		(502,041)	(502,041)	(238,252)	(202,489)	35,763	15.01%	▲
General Purpose Funding		(398,026)	(398,026)	(17,142)	(17,675)	(533)	(3.11%)	▼
Law, Order and Public Safety		(475,139)	(475,139)	(52,188)	(43,491)	8,697	16.66%	▲
Health		(233,259)	(233,259)	(15,741)	(15,625)	116	0.73%	▲
Education and Welfare		(1,115,674)	(1,115,674)	(95,547)	(100,087)	(4,540)	(4.75%)	▼
Community Amenities		(729,310)	(729,310)	(57,598)	(58,111)	(513)	(0.89%)	▼
Recreation and Culture		(2,167,082)	(2,167,082)	(113,767)	(149,946)	(36,179)	(31.80%)	▼
Transport		(2,889,472)	(2,889,472)	(79,983)	(132,247)	(52,264)	(65.34%)	▼
Economic Services		(507,955)	(507,955)	(39,779)	(33,694)	6,085	15.30%	▲
Other Property and Services		(596,541)	(596,541)	(102,741)	(110,904)	(8,163)	(7.95%)	▼
		<b>(9,614,499)</b>	<b>(9,614,499)</b>	<b>(812,738)</b>	<b>(864,268)</b>			
Non-cash amounts excluded from operating activities	(b)	3,384,677	3,384,677	(770)	5,717	6,487	(842.51%)	
<b>Amount attributable to operating activities</b>		<b>140,019</b>	<b>140,019</b>	<b>(445,669)</b>	<b>(583,716)</b>	<b>(138,048)</b>	<b>30.98%</b>	
<b>INVESTING ACTIVITIES</b>								
<b>Inflows from investing activities</b>								
Proceeds from capital grants, subsidies and contributions		1,263,394	1,263,394	17,317	0	(17,317)	(100.00%)	▼
Proceeds from disposal of assets		215,273	215,273	0	0	0		
Proceeds from financial assets at amortised cost - self supporting loans		25,331	25,331	0	0	0		
		<b>1,503,998</b>	<b>1,503,998</b>	<b>17,317</b>	<b>0</b>	<b>(17,317)</b>	<b>(100.00%)</b>	
<b>Outflows from investing activities</b>								
Payments for financial assets at amortised cost - self supporting		0	0	0	0	0		
Payments for property, plant and equipment	S	(1,886,907)	(1,886,907)	(6,600)	(1,529)	5,071	76.83%	▲
Payments for construction of infrastructure		(2,043,921)	(2,043,921)	0	(54,064)	(54,064)		▼
		<b>(3,930,828)</b>	<b>(3,930,828)</b>	<b>(6,600)</b>	<b>(55,593)</b>	<b>(48,993)</b>	<b>76.83%</b>	
Non-cash amounts excluded from investing activities	2(b)	0	0	0	0	0	0.00%	
<b>Amount attributable to investing activities</b>		<b>(2,426,830)</b>	<b>(2,426,830)</b>	<b>10,717</b>	<b>(55,593)</b>	<b>(66,310)</b>	<b>(100.44%)</b>	
<b>FINANCING ACTIVITIES</b>								
<b>Inflows from financing activities</b>								
Proceeds from new loans		1,600,000	1,600,000	0	0	0		
Transfer from Reserves		266,074	266,074	0	0	0		
		<b>1,866,074</b>	<b>1,866,074</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Outflows from financing activities</b>								
Repayment of borrowings		(76,165)	(76,165)	(1,565)	(1,523)	42	2.67%	▲
Transfer to Reserves		(944,764)	(944,764)	0	(34,259)	(34,259)		▼
		<b>(1,020,929)</b>	<b>(1,020,929)</b>	<b>(1,565)</b>	<b>(35,782)</b>	<b>(34,217)</b>		
<b>Amount attributable to financing activities</b>		<b>845,145</b>	<b>845,145</b>	<b>(1,565)</b>	<b>(35,782)</b>	<b>(34,217)</b>		
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>								
<b>Surplus or deficit at the start of the financial year</b>		<b>1,441,666</b>	<b>1,441,666</b>	<b>1,441,666</b>	<b>1,465,847</b>			
Amount attributable to operating activities		140,019	140,019	(445,669)	(583,716)			
Amount attributable to investing activities		(2,426,830)	(2,426,830)	10,717	(55,593)			
Amount attributable to financing activities		845,145	845,145	(1,565)	(35,782)			
<b>Surplus or deficit after imposition of general rates</b>	1	<b>0</b>	<b>0</b>	<b>1,005,149</b>	<b>790,755</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**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 31 JULY 2025**

	Supplementary Information	30 June 2025 \$	31 July 2025 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	5,429,569	4,920,486
Trade and other receivables	7	215,186	288,861
Other financial assets	8	25,331	25,331
Inventories	8	50,283	50,283
Contract assets	8	25,534	25,534
Other assets	8	32,906	0
<b>TOTAL CURRENT ASSETS</b>		<b>5,778,808</b>	<b>5,310,495</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables		93,377	93,377
Other financial assets		144,281	144,281
Property, plant and equipment		19,076,718	19,078,247
Infrastructure		130,130,197	130,184,261
<b>TOTAL NON-CURRENT ASSETS</b>		<b>149,444,573</b>	<b>149,500,167</b>
<b>TOTAL ASSETS</b>		<b>155,223,381</b>	<b>154,810,662</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	9	240,979	372,078
Other liabilities	12	128,458	175,597
Borrowings	11	76,165	74,642
Employee related provisions	12	611,982	611,982
<b>TOTAL CURRENT LIABILITIES</b>		<b>1,057,585</b>	<b>1,234,299</b>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	11	246,085	246,085
Employee related provisions		68,707	68,707
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>314,792</b>	<b>314,792</b>
<b>TOTAL LIABILITIES</b>		<b>1,372,377</b>	<b>1,549,091</b>
<b>NET ASSETS</b>		<b>153,851,004</b>	<b>153,261,571</b>
<b>EQUITY</b>			
Retained surplus		30,394,491	29,770,799
Reserve accounts	4	3,882,119	3,916,378
Revaluation surplus		119,574,394	119,574,394
<b>TOTAL EQUITY</b>		<b>153,851,004</b>	<b>153,261,571</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 31 JULY 2025**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

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

**Current assets**

	Adopted Budget Opening 30 June 2025	Last Year Closing 30 June 2025	Year to Date 31 July 2025
Cash and cash equivalents	5,429,569	5,429,569	4,920,486
Financial assets at amortised cost	25,331	0	0
Rates receivables	78,960	78,960	56,371
Receivables	136,223	136,225	232,490
Other current assets	83,189	134,053	101,148
	5,753,272	5,778,808	5,310,495

**Less: Current liabilities**

Payables	(240,980)	(240,979)	(372,078)
Borrowings	(76,165)	(76,165)	(74,642)
Contract liabilities	(127,164)	(128,458)	(175,597)
Provisions	(611,981)	(611,982)	(611,982)
	(1,056,290)	(1,057,585)	(1,234,299)
Net Current Assets	4,696,982	4,721,223	4,076,196

**Less: Total adjustments to net current assets**

(c) (3,255,316) (3,255,376) (3,285,441)

**Closing funding surplus / (deficit)**

**1,441,666 1,465,847 790,755**

**(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	(47,008)	(770)	0
Less: Movement in liabilities associated with restricted cash	(10)	0	5,717
Movement in employee benefit provisions	(17,330)	0	0
Add: Loss on asset disposals	9,560	0	0
Add: Depreciation on assets	3,439,465	0	0
<b>Total non-cash items excluded from operating activities</b>	<b>3,384,677</b>	<b>(770)</b>	<b>5,717</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.

**Adjustments to net current assets**

	Adopted Budget Opening 30 June 2025	Last Year Closing 30 June 2025	Year to Date 31 July 2025
Less: Reserves - restricted cash	(3,882,059)	(3,882,119)	(3,916,378)
Less: - Financial assets at amortised cost - self supporting loans	(25,331)	(25,331)	(25,331)
Add: Borrowings	76,165	76,165	74,642
Add: Provisions employee related provisions	575,909	575,909	581,626
<b>Total adjustments to net current assets</b>	<b>(3,255,316)</b>	<b>(3,255,376)</b>	<b>(3,285,441)</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 12 months, being the Council's operational cycle.



SHIRE OF WAGIN

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 JULY 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 2025-26 year is \$20,000

		Explanation of variances		
Nature or type	Var. \$	Timing	Permanent	
Revenue from operating activities				
Grants, subsidies and contributions	(72,232)	▼	Timing of grant income	

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

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**SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JULY 2025**

**1 KEY INFORMATION**

**Funding surplus / (deficit) Components**

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1,441,666	\$1,441,666	\$1,465,847	\$24,181
Closing	\$0	\$1,005,149	\$790,755	(\$214,394)
Refer to Statement of Financial Activity				

Cash and cash equivalents		
	\$4,920,486	% of total
Unrestricted Cash	\$1,004,108	20.4%
Restricted Cash	\$3,916,378	79.6%
Refer to Note 3 - Cash and Financial Assets		

Payables		
	\$372,078	% Outstanding
Trade Payables	\$262,528	
0 to 30 Days		100.1%
Over 30 Days		0.3%
Over 90 Days		-0.5%
Refer to Note 9 - Payables		

Receivables		
	\$232,490	% Collected
Rates Receivable	\$132,499	14.6%
Trade Receivable	\$232,490	% Outstanding
Over 30 Days		42.3%
Over 90 Days		18.6%
Refer to Note 7 - Receivables		

**Key Operating Activities**

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$140,019	(\$445,669)	(\$583,716)	(\$138,048)
Refer to Statement of Financial Activity			

Rates Revenue		
YTD Actual	(\$3)	% Variance
YTD Budget	\$0	0.0%
Refer to Statement of Financial Activity		

Operating Grants and Contributions		
YTD Actual	\$224,317	% Variance
YTD Budget	\$296,549	(24.4%)
Refer to Note 13 - Operating Grants and Contributions		

Fees and Charges		
YTD Actual	\$30,132	% Variance
YTD Budget	\$32,492	(7.3%)
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)
(\$2,426,830)	\$10,717	(\$55,593)	(\$66,310)
Refer to Statement of Financial Activity			

Proceeds on sale		
YTD Actual	\$0	%
Adopted Budget	\$215,273	0.0%
Refer to Note 6 - Disposal of Assets		

Asset Acquisition		
YTD Actual	\$55,593	% Spent
Adopted Budget	\$3,930,828	1.4%
Refer to Note 5 - Capital Acquisitions		

Capital Grants		
YTD Actual	\$0	% Received
Adopted Budget	\$1,263,394	0.0%
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)
\$845,145	(\$1,565)	(\$35,782)	(\$34,217)
Refer to Statement of Financial Activity			

Borrowings	
Principal repayments	\$1,523
Interest expense	\$385
Principal due	\$345,234
Refer to Note 11 - Borrowings	

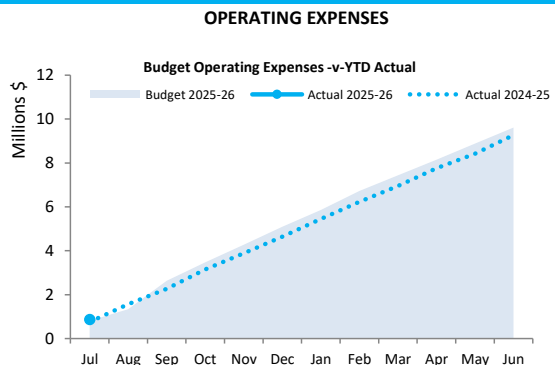
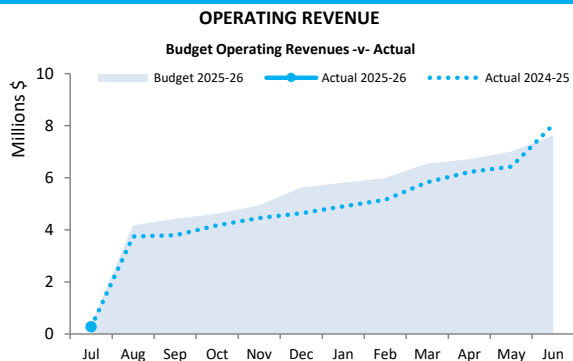
Reserves	
Reserves balance	\$3,916,378
Interest earned	\$34,259
Refer to Note 4 - Cash Reserves	

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

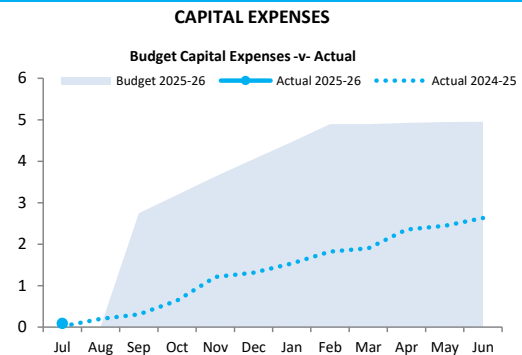
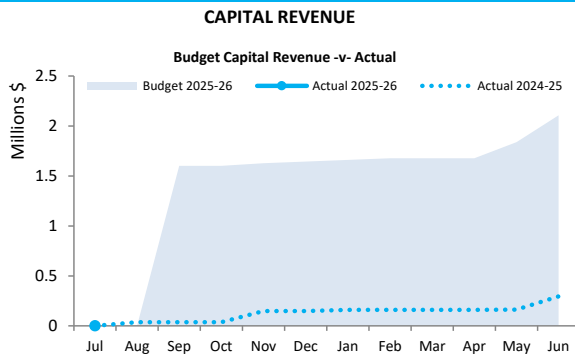
SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JULY 2025

2 KEY INFORMATION - GRAPHICAL

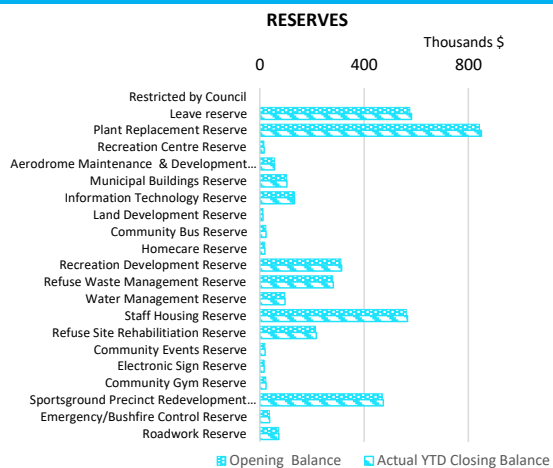
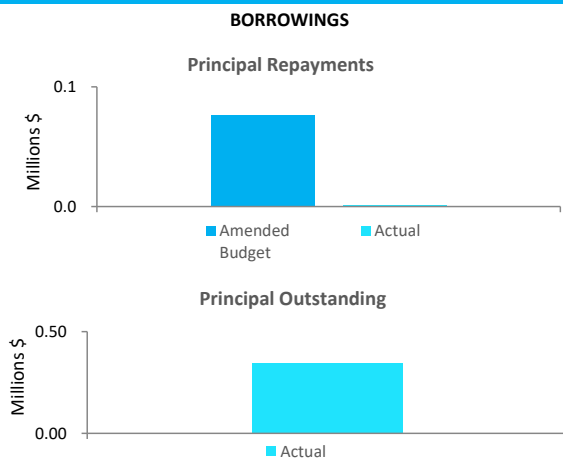
OPERATING ACTIVITIES



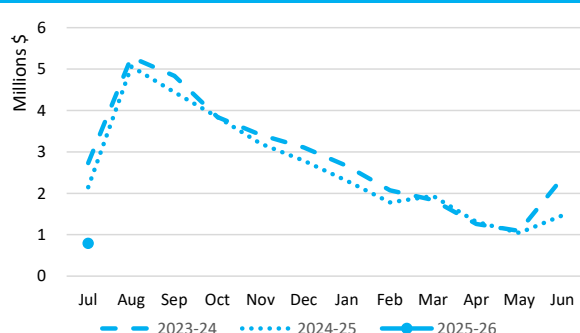
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)





SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JULY 2025

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	550	0	550		N/A	NIL	On hand
Municipal Cash at Bank	Cash and cash equivalents	413,718	0	413,718		CBA	3.25%	On hand
<b>At Call Deposits</b>								
Treasury Overnight Cash Deposit Facility	Cash and cash equivalents	589,841	0	589,841		WATC	3.80%	N/A
Reserve Cash at Bank	Cash and cash equivalents	0	61,295	61,295		CBA	1.00%	N/A
<b>Term Deposits</b>								
Reserve Investment Account 1	Cash and cash equivalents	0	3,855,082	3,855,082		WATC	4.05%	12/07/25
<b>Total</b>		<b>1,004,108</b>	<b>3,916,378</b>	<b>4,920,486</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		1,004,108	3,916,378	4,920,486	0			
		<b>1,004,108</b>	<b>3,916,378</b>	<b>4,920,486</b>	<b>0</b>			

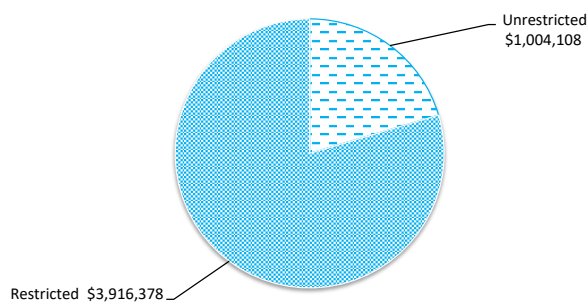
**KEY INFORMATION**

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 31 JULY 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	575,909	17,277	5,717	0	0	0	0	593,186	581,626
Plant Replacement Reserve	842,577	25,277	7,101	0	0	(195,128)	0	672,726	849,679
Recreation Centre Reserve	16,180	485	161	0	0	0	0	16,665	16,341
Aerodrome Maintenance & Developme	56,114	1,683	448	0	0	0	0	57,797	56,562
Municipal Buildings Reserve	102,868	3,086	783	0	0	0	0	105,954	103,651
Information Technology Reserve	132,896	3,987	169	0	0	0	0	136,883	133,066
Land Development Reserve	11,818	355	117		0	0	0	12,173	11,935
Community Bus Reserve	23,504	705	240	800	0	0	0	25,009	23,744
Homecare Reserve	18,545	556	581	0	0	0	0	19,101	19,126
Recreation Development Reserve	311,071	9,332	2,890	0	0	(30,946)	0	289,457	313,960
Refuse Waste Management Reserve	279,158	8,375	2,771	9,502	0	0	0	297,035	281,929
Water Management Reserve	96,114	2,883	775	18,000	0	0	0	116,997	96,889
Staff Housing Reserve	562,104	16,863	4,836	800,000	0	0	0	1,378,967	566,940
Refuse Site Rehabilitation Reserve	214,364	6,431	1,930	0	0	0	0	220,795	216,294
Community Events Reserve	19,891	597	98	0	0	0	0	20,488	19,989
Electronic Sign Reserve	16,324	490	162	0	0	0	0	16,814	16,487
Community Gym Reserve	23,361	701	274	0	0	0	0	24,062	23,635
Sportsground Precinct Redevelopment f	470,072	14,102	3,773	0	0	(40,000)	0	444,174	473,845
Emergency/Bushfire Control Reserve	37,205	1,116	369	0	0	0	0	38,321	37,575
Roadwork Reserve	72,042	2,161	1,063	0	0	0	0	74,203	73,104
	<b>3,882,119</b>	<b>116,462</b>	<b>34,259</b>	<b>828,302</b>	<b>0</b>	<b>(266,074)</b>	<b>0</b>	<b>4,560,809</b>	<b>3,916,378</b>

## 5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$	\$
Buildings	1,013,257	1,013,257	0	1,203	1,203
Furniture and equipment	133,700	133,700	6,600	0	(6,600)
Plant and equipment	739,950	739,950	0	326	326
Infrastructure - roads	1,535,436	1,535,436	0	45,664	45,664
Infrastructure - other	342,608	342,608	0	8,400	8,400
Infrastructure - drainage	165,877	165,877	0	0	0
<b>Payments for Capital Acquisitions</b>	<b>3,930,828</b>	<b>3,930,828</b>	<b>6,600</b>	<b>55,593</b>	<b>48,993</b>
<b>Capital Acquisitions Funded By:</b>					
	\$	\$	\$	\$	\$
Capital grants and contributions	1,263,394	1,263,394	17,317	0	(17,317)
Borrowings	1,600,000	1,600,000	0	0	0
Other (disposals & C/Fwd)	215,273	215,273	0	0	0
Cash backed reserves					
Recreation Development Reserve	0	30,946	0	0	0
Plant Replacement Reserve	195,128	195,128	0	0	0
Sportsground Precinct Redevelopment Reserve	0	40,000	0	0	0
Contribution - operations	657,033	586,087	(10,717)	55,593	66,310
<b>Capital funding total</b>	<b>3,930,828</b>	<b>3,930,828</b>	<b>6,600</b>	<b>55,593</b>	<b>48,993</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.

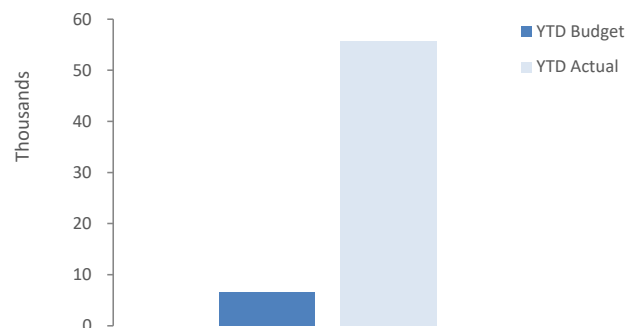
#### Initial recognition and measurement for assets held at cost

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.

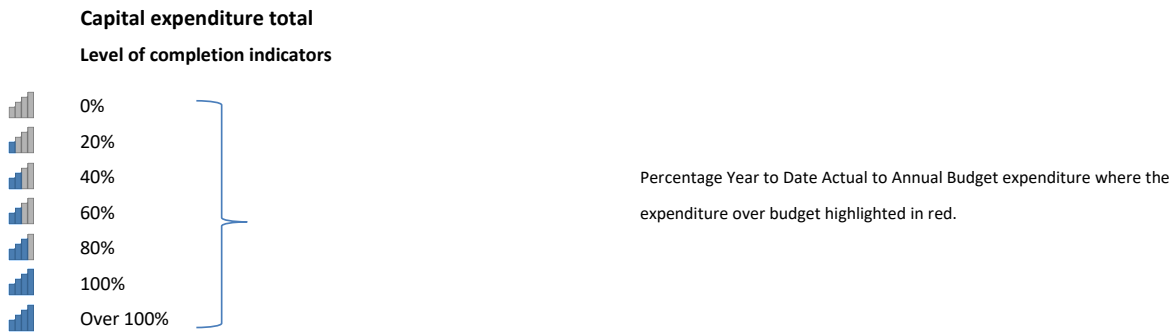
#### Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

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



Level of completion indicator, please see table at the end of this note for further detail.				Adopted	Amended			Variance
Account Number	Job Number	Sheet Category	Account/Job Description	Budget	Budget	YTD Budget	YTD Actual	(Under)/Over
				\$	\$	\$	\$	\$
Buildings								
Governance								
E167744	B2505	521	Admin Building - Roof Safety System	(10,000)	(10,000)	0	0	0
Total - Governance				(10,000)	(10,000)	0	0	0
Health								
Education & Welfare								
Recreation And Culture								
E167784	B2203	521	NAB Building	(10,257)	(10,257)	0	0	0
E167780	B2501	521	Recreation Centre - New meter box	(20,000)	(20,000)	0	0	0
E167780	B2503	521	Demolish old and build new Hockey / Cricket Pavilion	0	0	0	(1,203)	(1,203)
E167784	B2504	521	Court House - Create door to Courtyard	(8,000)	(8,000)	0	0	0
E167475	B2602	521	32 Ballagin Street - New colourbond roof	(30,000)	(30,000)	0	0	0
E167777	B2607	521	Swimming Pool - Power Board Main plantroom	(20,000)	(20,000)	0	0	0
E167777	B2608	521	Swimming Pool - Replace kiosk carpet with non slip epoxy coating	(10,000)	(10,000)	0	0	0
Total - Recreation And Culture				(98,257)	(98,257)	0	(1,203)	(1,203)
Other Property & Services								
E167475	B2604	521	New Staff House 1 (3 x 2 modular)	(450,000)	(450,000)	0	0	0
E167475	B2605	521	New Staff House 2 (3 x 2 modular)	(450,000)	(450,000)	0	0	0
E167475	B2610	521	Admin Office - Carpet Replacement (Walkways)	(5,000)	(5,000)	0	0	0
Total - Other Property & Services				(905,000)	(905,000)	0	0	0
Total - Buildings				(1,013,257)	(1,013,257)	0	(1,203)	(1,203)
Plant & Equipment								
Governance								
E167746	PE2404	525	2025/26 - CEO - Isuzu MUX	(61,250)	(61,250)	0	0	0
Total - Governance				(61,250)	(61,250)	0	0	0
Law, Order & Public Safety								
E167111	P96	525	Water Tanker Trailer	0	0	0	(326)	(326)
E167776	PE2601	525	Refurbish SAM trailer to an emergency use trailer	(5,000)	(5,000)	0	0	0
Total - Law, Order & Public Safety				(5,000)	(5,000)	0	(326)	(326)
Health								
E167751	PE2602	525	2025/26 - Doctor's Vehicle	(50,000)	(50,000)	0	0	0
Total - Health				(50,000)	(50,000)	0	0	0
Transport								
E167761	PE2603	525	2025/26 - Grader	(430,000)	(430,000)	0	0	0
E167761	PE2604	525	2025/26 - Multipac Multi Tyred Roller	(193,700)	(193,700)	0	0	0
Total - Transport				(623,700)	(623,700)	0	0	0
Total - Plant & Equipment				(739,950)	(739,950)	0	(326)	(326)
Furniture & Equipment								
Governance								
E167742	FE2401	523	New Server - Administration	(66,000)	(66,000)	0	0	0
Total - Governance				(66,000)	(66,000)	0	0	0
Law, Order & Public Safety								
E167110	FE2603	523	CCTV - Animal Pound	(10,000)	(10,000)	0	0	0
Total - Law, Order & Public Safety				(10,000)	(10,000)	0	0	0
Other Health								
Recreation & Culture								
E167284	FE2601	523	Floor Cleaner - Recreation Centre	(13,000)	(13,000)	0	0	0
E167756	FE2602	523	CCTV - 2 Pan Tilt Zoom Cameras for Sportsground	(15,000)	(15,000)	0	0	0
E167756	FE2605	523	Wireless Internet - Eric Farrow Pavilion	(10,000)	(10,000)	0	0	0
E167756	FE2606	523	Rec Centre - Two Burner Griddle / Gas Range Static Oven	(6,500)	(6,500)	0	0	0
E167284	FE2609	523	New Dishwasher - Recreation Centre	(5,500)	(5,500)	(2,750)	0	2,750
Total - Recreation & Culture				(50,000)	(50,000)	(2,750)	0	2,750
Transport								
E167763	FE2607	523	Depot - High Pressure Cleaner	(7,700)	(7,700)	(3,850)	0	3,850
Total - Transport				(7,700)	(7,700)	(3,850)	0	3,850
Total - Furniture & Equipment				(133,700)	(133,700)	(6,600)	0	6,600

5 CAPITAL ACQUISITIONS - DETAILED

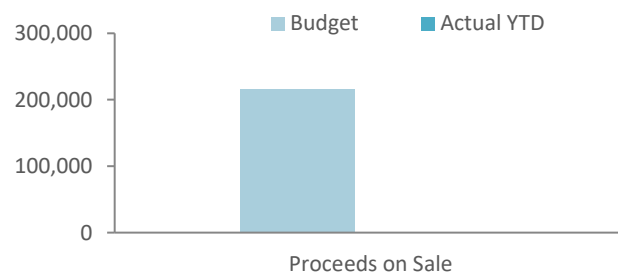
	Account Number	Job Number	Sheet Category	Account/Job Description	Budget	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
	Infrastructure - Roads								
	Transport								
	E167103	CP357	541	2023/24 - Shire - Main Drain/Padbury Lane	(25,000)	(25,000)	0	0	0
	E167103	CP378	541	2024/25 - Shire - Thornton Street - Kerbing both sides	(7,422)	(7,422)	0	(7,422)	(7,422)
	E167103	CP379	541	2024/25 - Shire - Lukin street - Kerbing both sides	(5,616)	(5,616)	0	(5,616)	(5,616)
	E167103	CP380	541	2024/25 - Shire - Trenton Street - Kerbing north side	(11,018)	(11,018)	0	(11,018)	(11,018)
	E167103	CP383	541	2024/25 - Shire - Hunt street - Reseal	(29,000)	(29,000)	0	0	0
	E167105	BR3068	545	2024/25 - Dongolocking Road SLK 10.42 - Culvert replace sleepers	(65,877)	(65,877)	0	0	0
	E167103	CP395	541	2025/26 - RRG - Beaufort Road - Reconstruct Seal Widen	(181,015)	(181,015)	0	0	0
	E167103	CP396	541	2025/26 - RTR - Bullock Hills Road - Reconstruct Seal Widen	(180,000)	(180,000)	0	(402)	(402)
	E167103	CP397	541	2025/26 - RTR - Behn Ord Road - Reconstruct Seal Widen	(139,000)	(139,000)	0	0	0
	E167103	CP398	541	2025/26 - RTR - Bockaring road - Reconstruct Seal Widen	(180,422)	(180,422)	0	(1,324)	(1,324)
	E167103	CP399	541	2025/26 - Shire - Gundaring Road - Gravel widen west side of roac	(25,337)	(25,337)	0	(7,375)	(7,375)
	E167103	CP400	541	2025/26 - Shire - Behn-Ord Road - Gravel Sheet	(55,000)	(55,000)	0	(12,162)	(12,162)
	E167103	CP401	541	2025/26 - Shire - Toolibin South Road - Gravel Sheet	(65,000)	(65,000)	0	(184)	(184)
	E167103	CP404	541	2025/26 - Thornton Street Kerbing - south side	(23,907)	(23,907)	0	0	0
	E167103	CP405	541	2025/26 - Ventnor street Kerbing - Ware to Warwick	(23,907)	(23,907)	0	0	0
	E167103	CP406	541	2025/26 - Khedive Street Kerbing - Both Sides	(20,000)	(20,000)	0	0	0
	E167103	CP407	541	2025/26 - RRG - Jaloran Road - Reseal	(150,216)	(150,216)	0	0	0
	E167103	CP408	541	2025/26 - Shire - Vernal Street - Reseal 2 coat	(42,200)	(42,200)	0	0	0
	E167105	CP411	545	2025/26 - Shire - Culvert repairs as needed	(100,000)	(100,000)	0	0	0
	E167103	CP410	541	2025/26 - RRG - Ballagin Road - Reconstruct Seal Widen	(371,376)	(371,376)	0	(159)	(159)
	Total - Transport				(1,701,313)	(1,701,313)	0	(45,664)	(45,664)
	Total - Infrastructure - Roads				(1,701,313)	(1,701,313)	0	(45,664)	(45,664)
	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	(10,308)	(10,308)	0	0	0
	E167112	IO029	543	Pump & Emergency Water Connection - Dams via wier	0	0	0	0	0
	E167112	IO2604	543	Wedgecarrup BFB Water Tank	(15,300)	(15,300)	0	0	0
	Total - Law,Order & Public Safety				(25,608)	(25,608)	0	0	0
	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								
	E167758	IO2501	543	Sportsground Water Tank	(48,500)	(48,500)	0	0	0
	E167757	IO2502	543	Swimming Pool - Paving repairs under roller track	(8,500)	(8,500)	0	(8,400)	(8,400)
	E167758	IO2507	543	Wetlands - Disabled Parking and Access Ramp	(30,000)	(30,000)	0	0	0
	E167757	IO2601	543	Swimming Pool - Replacement Shadesail	(12,000)	(12,000)	0	0	0
	E167758	IO2602	543	Drought Resilience Project - Grant Expenditure	(60,000)	(60,000)	0	0	0
	E167758	IO2605	543	Sportsground Basketball Court Resurfacing	(40,000)	(40,000)	0	0	0
	Total - Recreation & Culture				(199,000)	(199,000)	0	(8,400)	(8,400)
	Total - Infrastructure - Other				(234,608)	(234,608)	0	(8,400)	(8,400)
	Infrastructure - Footpaths								
	Transport								
	E167124	CP402	543	2025/26 - Thornton Street Footpath - Tarbet to Theta	(60,000)	(60,000)	0	0	0
	E167124	CP403	543	2025/26 - Ventnor Street Footpath - Ware to Warwick	(48,000)	(48,000)	0	0	0
	Total - Infrastructure - Footpaths				(108,000)	(108,000)	0	0	0
	Total - Infrastructure - Footpaths				(108,000)	(108,000)	0	0	0
	Grand Total				(3,930,828)	(3,930,828)	(6,600)	(55,593)	(48,993)

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JULY 2025

OPERATING ACTIVITIES

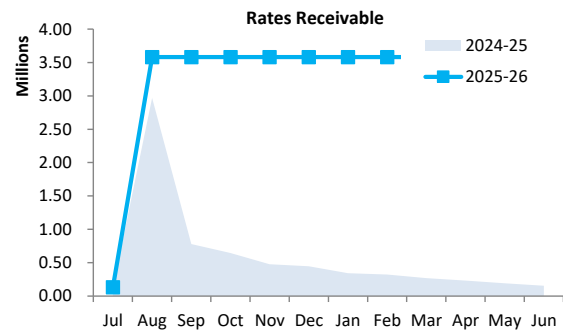
6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget (As amended)				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>								
	<b>Governance</b>								
P01Y20	2019 Isuzu MU-X MY19 4x4 LST SUV Wagon Automatic (CEO)	0	27,273	27,273	0	0	0	0	0
	<b>Health</b>								
P05Y21	Toyota Kluger AWD Hybrid Wagon - Doctors	27,750	37,000	9,250	0	0	0	0	0
	<b>Transport</b>								
P12Y19	2018 Komatsu GD655-5 Grader	119,515	130,000	10,485	0	0	0	0	0
P49	2016 Multipac Multi Tyred Roller	30,560	21,000	0	(9,560)	0	0	0	0
		<b>177,825</b>	<b>215,273</b>	<b>47,008</b>	<b>(9,560)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## 7 RECEIVABLES

Rates receivable	30 Jun 2025	31 Jul 2025
	\$	\$
Opening arrears previous years	144,372	155,088
Levied this year	3,237,046	0
Less - collections to date	(3,226,330)	(22,589)
Gross rates collectable	<b>155,088</b>	<b>132,499</b>
Net rates collectable	<b>155,088</b>	<b>132,499</b>
% Collected	95.4%	14.6%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(467)	83,209	33,000	949	26,744	143,434
Percentage	(0.3%)	58%	23%	0.7%	18.6%	
<b>Balance per trial balance</b>						
Sundry receivable						143,434
GST receivable						51,379
Other Receivables						(2,002)
LSL Receivables (Current)						39,679
<b>Total receivables general outstanding</b>						<b>232,490</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.

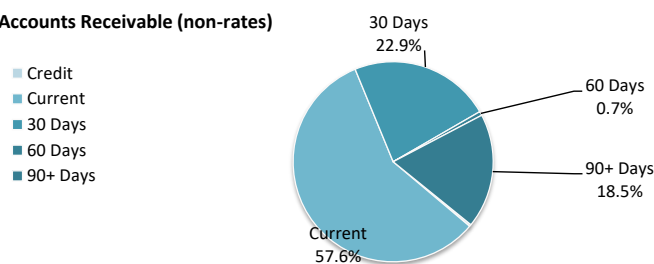
Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

### 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 2025	Asset Increase	Asset Reduction	Closing Balance 31 July 2025
Other current assets	\$	\$	\$	\$
<b>Other financial assets at amortised cost</b>				
Financial assets at amortised cost - self supporting loans	25,331	0	0	25,331
<b>Inventory</b>				
Fuel and materials (including gravel)	50,283	0	0	50,283
Accrued income	32,906	0	(32,906)	0
<b>Contract assets</b>				
Contract assets	25,534	0	0	25,534
<b>Total other current assets</b>	<b>134,053</b>	<b>0</b>	<b>(32,906)</b>	<b>101,148</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.

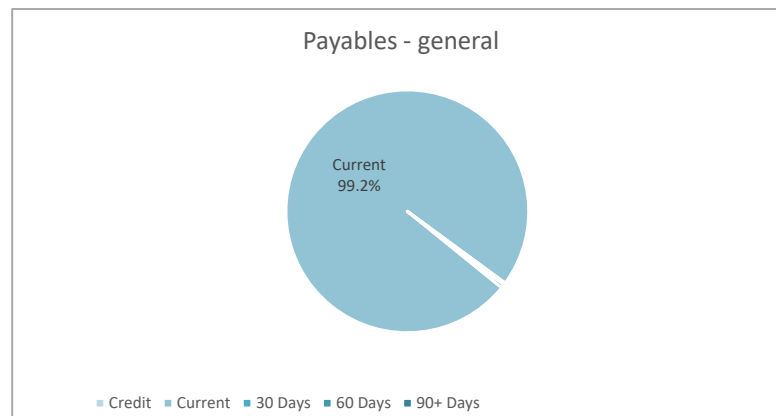
#### Contract assets

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	262,855	824	35	(1,186)	262,528
Percentage	0%	100.1%	0.3%	0%	-0.5%	
<b>Balance per trial balance</b>						
Sundry creditors						262,528
ATO liabilities						11,095
Accrued interest on borrowings						1,881
Payroll creditors						75,746
Bonds and deposits held						20,829
<b>Total payables general outstanding</b>						<b>372,078</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

	Budget						YTD Actual				Total Revenue
	Rate in \$	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>											
Non-commercial	9.5405	677	8,765,908	833,156	0	0	833,156	0	0	0	0
Commercial	12.6133	67	2,107,993	265,887	0	0	265,887	0	0	0	0
<b>Unimproved value</b>									0		
UV	0.3293	276	500,954,000	1,649,642	0	0	1,649,642	0	0	0	0
<b>Sub-Total</b>		<b>1,020</b>	<b>511,827,901</b>	<b>2,748,685</b>	<b>0</b>	<b>0</b>	<b>2,748,685</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental value</b>											
Non-commercial	775	135	232,356	104,625	0	0	104,625	0	0	0	0
Commercial	775	22	45,192	17,050	0	0	17,050	0	0	0	0
<b>Unimproved value</b>											
UV	775	104	14,643,565	80,600	0	0	80,600	0	0	0	0
<b>Sub-total</b>		<b>261</b>	<b>14,921,113</b>	<b>202,275</b>	<b>0</b>	<b>0</b>	<b>202,275</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>1,281</b>	<b>526,749,014</b>	<b>2,950,960</b>	<b>0</b>	<b>0</b>	<b>2,950,960</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Discount							(154,350)				0
Concession							(1,302)				0
<b>Amount from general rates</b>							<b>2,795,308</b>				<b>0</b>
Rates Written Off							(1,000)				(3)
Ex-gratia rates CBH							16,502	0	0	0	0
<b>Total general rates</b>							<b>2,810,810</b>				<b>(3)</b>
<b>Total</b>		<b>1,281</b>					<b>2,810,810</b>				<b>(3)</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 Repayments		
Particulars	Loan No.	1 July 2025	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Actual	Adopted Budget	Amended Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and culture</b>													
Swimming Pool Redevelopment	139	140,704	0	0	0	0	(17,172)	(17,172)	140,704	123,532	0	(7,833)	(7,833)
<b>Other property and services</b>													
Staff Housing	137	76,683	0	0	0	(1,523)	(18,791)	(18,791)	75,160	57,892	(385)	(4,670)	(4,670)
Doctor Housing	138	14,871	0	0	0	0	(14,871)	(14,871)	14,871	0	0	(824)	(824)
Staff Housing	143		0	1,600,000	1,600,000	0	0	0	0	1,600,000	0	0	0
		232,258	0	1,600,000	1,600,000	(1,523)	(50,834)	(50,834)	230,735	1,781,424	(385)	(13,327)	(13,327)
<b>Self supporting loans</b>													
<b>Recreation and culture</b>													
Wagin Ag Society	141	33,978	0	0	0	0	(22,481)	(22,481)	55,791	33,310	0	(1,049)	(1,049)
Wagin Bowls Club	142	56,014	0	0	0	0	(2,850)	(2,850)	58,709	55,859	0	(3,306)	(3,306)
		89,992	0	0	0	0	(25,331)	(25,331)	114,500	89,169	0	(4,355)	(4,355)
<b>Total</b>		322,250	0	1,600,000	1,600,000	(1,523)	(76,165)	(76,165)	345,234	1,870,593	(385)	(17,682)	(17,682)
Current borrowings		76,165							74,642				
Non-current borrowings		246,085							246,085				
		322,250							320,727				

All debenture repayments were financed by general purpose revenue.  
Self supporting loans are financed by repayments from third parties.

New borrowings 2025-26

Particulars	Amount Borrowed Actual	Amount Borrowed Budget	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used) Budget	Balance Unspent
	\$	\$				\$	%	\$	\$
Staff Housing	0	1,600,000	WATC	Debenture	8	373,538	5.20	0	0
	0	1,600,000				373,538		0	0

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

		Opening Balance	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance
Other current liabilities	Note	1 July 2025				31 July 2025
		\$		\$	\$	\$
<b>Other liabilities</b>						
- Contract liabilities		21,950	0	27,538	(34,823)	14,664
- Capital grant/contribution liabilities		106,508	0	54,425	0	160,933
<b>Total other liabilities</b>		128,458	0	81,963	(34,823)	175,597
<b>Employee Related Provisions</b>						
Annual leave		260,707	0	0	0	260,707
Long service leave		279,911	0	0	0	279,911
<b>Total Employee Related Provisions</b>		540,617	0	0	0	540,617
<b>Other Provisions</b>						
Provision for LSL On-costs (Current)		34,674	0	0	0	34,674
Provision for Annual Leave On-costs (Current)		36,691	0	0	0	36,691
<b>Total Other Provisions</b>		71,365	0	0	0	71,365
<b>Total other current assets</b>		<b>740,440</b>	<b>0</b>	<b>81,963</b>	<b>(34,823)</b>	<b>787,579</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 31 JULY 2025  
13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

OPERATING ACTIVITIES

Provider	Unspent operating grant, subsidies and contributions liability				Operating grants, subsidies and contributions revenue			
	Liability 1 July 2025	Increase in Liability	Liability Reduction (As revenue)	Current Liability 31 Jul 2025	Adopted Budget Revenue	Amended YTD Budget	Amended Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Grants and subsidies</b>								
<b>General purpose funding</b>								
Grants Commission - General (WALGGC)	0	0	0	0	581,577	0	581,577	0
Grants Commission - Roads (WALGGC)	0	0	0	0	302,633	0	302,633	0
<b>Law, order, public safety</b>								
DFES Grant - Operating Bush Fire Brigade	0	20,000	(19,846)	154	80,000	20,000	80,000	19,846
DFES Grant - ESL Admin Contribution	0	0	0	0	4,000	0	4,000	0
DFES Grant -Operating SES	1,295	7,538	(1,010)	7,823	30,150	7,537	30,150	1,010
<b>Education and welfare</b>								
Homecare - CHSP Operating Grant	0	0	0	0	345,927	28,827	345,927	0
Homecare - HCP Operating Grant	0	0	0	0	367,518	30,626	367,518	0
Homecare - Donations	0	0	0	0	10,380	865	10,380	0
Homecare - NDIS Contributions	0	0	0	0	52,919	4,409	52,919	3,058
<b>Recreation and culture</b>								
Australia Day Grant	0	0	0	0	10,000	833	10,000	0
SLWA - Library Technology Grant	0	0	0	0	10,900	908	10,900	0
Lotterywest - Christmas Street Carnival	0	0	0	0	13,000	1,083	13,000	0
Heritage Review Grant	5,130	0	0	5,130	5,130	427	5,130	0
DOC - Community Garden Grant	532	0	(532)	0	532	44	532	532
LBW Trust Library Grant	168	0	0	168	0	0	0	0
Community Water Supplies Partnership Grant	0	0	0	0	11,662	0	11,662	0
SLWA - Encouraging Promising Practice Grant	1,390	0	0	1,390	1,390	115	1,390	0
Lighting Upgrades - Wagin Bowls Club	13,436	0	(13,436)	0	0	0	0	13,436
<b>Transport</b>								
Direct Grant (MRWA)	0	0	0	0	200,875	200,875	200,875	186,436
Ballagin Street - Vehicle Speeds Investigation	0	0	0	0	5,000	0	5,000	0
	21,951	27,538	(34,823)	14,665	2,033,593	296,549	2,033,593	224,317
<b>Operating contributions</b>								
<b>Law, order, public safety</b>								
Contributions to Fire Control Weather Stations	0	0	0	0	210	0	210	0
<b>Recreation and culture</b>								
Rec Centre Equipment Contributions	0	0	0	0	1,800	0	1,800	0
Contribution to Street Lighting	0	0	0	0	7,828	0	7,828	0
	0	0	0	0	9,838	0	9,838	0
<b>TOTALS</b>	21,951	27,538	(34,823)	14,665	2,043,431	296,549	2,043,431	224,317

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue			
	Liability 1 July 2025	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Jul 2025	Current Liability 31 Jul 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	0	7,856	0	7,856	0
Sportsground Water Tank	0	0	0	0	0	32,334	0	32,334	0
<b>Recreation and culture</b>									
Drought Resilience Project - Grant Expenditure	0	0	0	0	0	94,896	0	94,896	0
<b>Transport</b>									
RRG - 2023/24 Ballagin Road	9,562	0	0	9,562	9,562	9,562	3,824	9,562	0
RRG - 2023/24 Dongolocking Road	0	0	0	0	0	0	0	0	0
Bridge Funding from 2018-2019	74,251	0	0	74,251	74,251	74,251	0	74,251	0
2024/25 - RTR - Beaufort Road - Reconstruct seal widen	348	0	0	348	348	348	0	348	0
2024/25 - RTR - Bullock Hills Road - Reconstruct seal widen	347	0	0	347	347	347	0	347	0
2024/25 - RTR - Ballagin Road - Reconstruct seal widen	0	0	0	0	0	1,419	0	1,419	0
2024/25 - RRG - Piesseville-Tarwonga - Reconstruct seal failed sector	0	20,691	0	20,691	20,691	20,691	0	20,691	0
2024/25 - RRG - Dongolocking Road - Reconstruct seal widen	0	33,733	0	33,733	33,733	33,733	13,493	33,733	0
2024/25 - LRCIP4 - Bullock Hills Road - Reconstruct seal widen	0	0	0	0	0	13,742	0	13,742	0
2024/25 - LRCIP4 - Beaufort Road SLK 7.25 - Extend culvert	0	0	0	0	0	1,411	0	1,411	0
2024/25 - LRCIP4 - Beaufort Road SLK 7.87 - Culvert repairs	0	0	0	0	0	1,411	0	1,411	0
2024/25 - LRCIP4 - Beaufort Road SLK 6.29 - Culvert repair	0	0	0	0	0	3,565	0	3,565	0
2025/26 - RTR - Bullock Hills Road - Reconstruct Seal Widen	0	0	0	0	0	180,000	0	180,000	0
2025/26 - RTR - Behn Ord Road - Reconstruct Seal Widen	0	0	0	0	0	139,000	0	139,000	0
2025/26 - RTR - Bockaring road - Reconstruct Seal Widen	0	0	0	0	0	180,422	0	180,422	0
2025/26 - RRG - Jaloran Road - Reseal	0	0	0	0	0	100,144	0	100,144	0
2025/26 - RRG - Ballagin Road - Reconstruct Seal Widen	0	0	0	0	0	247,585	0	247,585	0
2025/26 - RRG - Beaufort Road - Reconstruct Seal Widen	0	0	0	0	0	120,677	0	120,677	0
<b>Economic services</b>									
Sale of Land - Raymond Edward	22,000	0	0	22,000	22,000	0	0	0	0
	106,508	54,425	0	160,933	160,933	1,263,394	17,317	1,263,394	0

**SHIRE OF WAGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JULY 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 2025	Amount Received	Amount Paid	Closing Balance 31 Jul 2025
	\$	\$	\$	\$
<b>Restricted Cash - Bonds and Deposits</b>				
Deposits - Town Hall	600	0	(300)	300
Deposits - Community Bus	450	150	0	600
Deposits - Rec Centre & EFP	2,000	600	(300)	2,300
Deposits - Animal Trap	75	0	0	75
BCITF	160	400	(400)	160
Building Services Levy	603	274	(274)	603
Other Deposits	6,269	0	0	6,269
Deposit - Refuse Site Key	20	0	0	20
Deposit - Community Gym Key	10,440	250	(230)	10,460
<b>Sub-Total</b>	<b>20,617</b>	<b>1,674</b>	<b>(1,504)</b>	<b>20,787</b>
<b>Trust Funds</b>				
Nil				
<b>Sub-Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>20,617</b>	<b>1,674</b>	<b>(1,504)</b>	<b>20,787</b>



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
				\$	\$	\$	\$
			Opening Surplus(Deficit)				0
					0	0	0
				0	0	0	0

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JULY 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	1,099,043	1,099,043	0	0
I031010	GRV Minimums	Inc	121,675	121,675	0	0
I031015	UV	Inc	1,649,641	1,649,641	0	0
I031020	UV Minimums	Inc	80,600	80,600	0	0
I031025	GRV Interim Rates	Inc	0	0	0	0
I031030	UV Interim Rates	Inc	0	0	0	0
I031035	Back Rates	Inc	0	0	0	0
I031040	Ex-Gratia Rates (CBH)	Inc	16,502	16,502	0	0
I031045	Discount Allowed	Inc	(154,350)	(154,350)	0	0
I031050	Instalment Admin Charge	Inc	5,000	5,000	0	0
I031055	Account Enquiry Fee	Inc	5,000	5,000	416	189
I031060	(Rate & Sdry Debtor Write Offs)	Inc	(1,000)	(1,000)	0	(3)
I031065	Penalty Interest	Inc	17,000	17,000	1,416	3,660
I031070	Emergency Services Levy	Inc	143,568	143,568	0	0
I031075	ESL Penalty Interest	Inc	500	500	41	97
I031080	Instalment Interest	Inc	4,000	4,000	0	0
I031090	Rate Legal Charges	Inc	5,000	5,000	416	0
			2,992,179	2,992,179	2,289	3,943
E031005	Valuation Expenses	Exp	(10,000)	(10,000)	(833)	0
E031010	Legal Costs/Expenses	Exp	(1,000)	(1,000)	(83)	0
E031015	Title Searches	Exp	(500)	(500)	(41)	0
E031020	Rate Recovery Expenses	Exp	(5,000)	(5,000)	(416)	(310)
E031025	Printing Stationery Postage	Exp	(2,000)	(2,000)	0	(755)
E031030	Emergency Services Levy	Exp	(143,568)	(143,568)	0	0
E031040	Rate Refunds	Exp	(1,000)	(1,000)	0	0
E031041	Rates & Rubbish Waivers/Concessions	Exp	(3,213)	(3,213)	0	0
E031100	Administration Allocated	Exp	(103,266)	(103,266)	(8,605)	(8,606)
			(269,547)	(269,547)	(9,978)	(9,671)
<b>Other General Purpose Funding</b>						
I032005	Grants Commission General	Inc	581,577	581,577	0	(1)
I032010	Grants Commission Roads	Inc	302,633	302,633	0	(1)
I032020	Administration Rental	Inc	0	0	0	0
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,000	1,000	83	40
I032030	Reimbursements	Inc	100	100	8	0
I032035	SS Loans Interest & GFee Reimb.	Inc	0	0	0	0
I032040	Bank Interest	Inc	90,000	90,000	7,500	0
I032045	Reserves Interest	Inc	116,462	116,462	0	4,886
I032055	Commissions & Recoups	Inc	0	0	0	0
I032080	Other General Purpose Income	Inc	0	0	0	0
I032086	Debtor Penalty Interest	Inc	2,500	2,500	208	103
I032190	WALGA House Units	Inc	0	0	0	0
			1,094,272	1,094,272	7,799	5,028
E032005	Bank Fees and Charges	Exp	(11,000)	(11,000)	(916)	(1,758)
E032015	Interest on Loans	Exp	0	0	0	0
E032030	Audit Fees & Other Services	Exp	(42,500)	(42,500)	0	0
E032035	Administration Allocated	Exp	(74,979)	(74,979)	(6,248)	(6,248)
			(128,479)	(128,479)	(7,164)	(8,006)
<b>Total General Purpose Income</b>			<b>4,086,451</b>	<b>4,086,451</b>	<b>10,088</b>	<b>8,971</b>

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JULY 2025

17 CHART OF ACCOUNTS

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
<b>Total General Purpose Expenditure</b>			(398,026)	(398,026)	(17,142)	(17,677)
<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	(23,689)	(23,689)	0	(2,080)
E041010	Training	Exp	(7,000)	(7,000)	0	0
E041015	Members Travelling	Exp	(700)	(700)	0	0
E041020	Communication Allowance	Exp	(8,085)	(8,085)	0	(866)
E041025	Election Expenses	Exp	(7,500)	(7,500)	0	0
E041030	Other Expenses	Exp	(4,000)	(4,000)	(333)	0
E041035	Conference Expenses	Exp	(7,500)	(7,500)	0	0
E041040	Presidents Allowance	Exp	(16,853)	(16,853)	0	0
E041045	Deputy Presidents Allowance	Exp	(4,214)	(4,214)	0	0
E041055	Refreshments and Receptions	Exp	(9,999)	(9,999)	(830)	(88)
E041060	Presentations	Exp	(2,500)	(2,500)	(208)	0
E041065	Insurance	Exp	(18,000)	(18,000)	(9,000)	(9,749)
E041070	Public Relations	Exp	0	0	0	0
E041075	Subscriptions	Exp	(39,330)	(39,330)	(39,330)	(17,409)
E041100	Administration Allocated	Exp	(129,625)	(129,625)	(10,802)	(10,802)
			(278,995)	(278,995)	(60,503)	(40,994)
<b>Other Governance</b>						
I042030	Profit on Sale of Asset	Inc	27,273	27,273	0	0
I042045	Admin Reimbursements	Inc	5,000	5,000	416	0
I042050	Paid Parental Leave Reimbursement	Inc	0	0	0	0
			32,273	32,273	416	0
E042005	Administration Salaries	Exp	(921,572)	(921,572)	(106,335)	(88,537)
E042008	Admin Leave/Wages Liability	Exp	0	0	0	0
E042010	Administration Superannuation	Exp	(132,982)	(132,982)	(15,344)	(15,489)
E042011	Loyalty Allowance	Exp	(7,699)	(7,699)	(592)	(1,034)
E042012	Housing Allowance Admin	Exp	(9,243)	(9,243)	(711)	(1,043)
E042015	Insurance	Exp	(42,620)	(42,620)	(21,309)	(21,523)
E042020	Staff Training	Exp	(15,000)	(15,000)	(1,250)	0
E042025	Removal Expenses	Exp	0	0	0	0
E042030	Printing & Stationery	Exp	(28,000)	(28,000)	(2,332)	(1,749)
E042035	Phone, Fax & Modem	Exp	(4,000)	(4,000)	(333)	(403)
E042040	Office Maintenance	Exp	(58,900)	(58,900)	(4,905)	(7,511)
E042045	Advertising	Exp	(12,000)	(12,000)	(999)	(1,555)
E042050	Office Equipment Maintenance	Exp	(2,000)	(2,000)	(166)	(715)
E042055	Postage & Freight	Exp	(5,000)	(5,000)	(416)	(312)
E042060	Vehicle Running Expenses	Exp	(18,000)	(18,000)	(1,497)	(1,664)
E042065	Legal Expenses	Exp	(13,000)	(13,000)	(1,083)	0
E042070	Garden Expenses	Exp	(20,000)	(20,000)	(1,664)	(2,201)
E042075	Conference & Training	Exp	(7,500)	(7,500)	(625)	0
E042080	Computer Support	Exp	(157,685)	(157,685)	(132,639)	(132,648)
E042085	Other Expenses	Exp	(11,000)	(11,000)	(916)	(6)
E042090	Administration Allocated	Exp	(222,045)	(222,045)	(18,503)	(18,504)
E042095	Fringe Benefits Tax	Exp	(18,000)	(18,000)	0	0
E042100	Staff Uniforms	Exp	(4,500)	(4,500)	0	(471)
E042120	Depreciation - Other Governance	Exp	(118,747)	(118,747)	0	0

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JULY 2025

17 CHART OF ACCOUNTS

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E042125	Less Administration Allocated	Exp	1,606,447	1,606,447	133,870	133,871
E042160	DCEO/CEO Recruitment	Exp	0	0	0	0
E042165	Paid Parental Leave	Exp	0	0	0	0
			(223,046)	(223,046)	(177,749)	(161,494)
	<b>Total Governance Income</b>		32,273	32,273	416	0
	<b>Total Governance Expenditure</b>		(502,041)	(502,041)	(238,252)	(202,488)
	<b>Law, Order &amp; Public Safety</b>					
	<b>Fire Prevention</b>					
I051010	BFB Operating Grant	Inc	80,000	80,000	20,000	19,846
I051015	Sale of Fire Maps	Inc	50	50	4	24
I051020	Town Block Burn Fees	Inc	0	0	0	0
I051025	Contributions and Reimbursements	Inc	500	500	0	0
I051030	Bush Fire Infringements	Inc	1,000	1,000	0	0
I051035	ESL Admin Fee	Inc	4,000	4,000	0	0
I051050	SES Other Income	Inc	0	0	0	0
I051075	SES Operating Grant	Inc	30,150	30,150	7,537	1,010
			115,700	115,700	27,541	20,880
E051005	BFB Operation Expenditure	Exp	(80,000)	(80,001)	(28,427)	(19,846)
E051010	Communication Mtce	Exp	(5,500)	(5,500)	(457)	(154)
E051015	Advertising & Other Expenses	Exp	(2,500)	(2,500)	0	(2,150)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(10,000)	(10,000)	(830)	0
E051025	Town Block Burn Off	Exp	(10,000)	(10,000)	0	(2,562)
E051040	Other Bushfire Expenditure	Exp	(23,600)	(23,600)	(1,965)	0
E051045	Mt Latham & Condingning Repeats	Exp	(1,000)	(1,000)	(81)	(1,571)
E051048	Weather station - Upgrade system and maintenance	Exp	(14,000)	(14,000)	(1,166)	0
E051060	SES Operation Expenditure	Exp	(30,150)	(30,150)	(2,511)	(1,010)
E051100	Administration Allocated	Exp	(83,180)	(83,180)	(6,931)	(6,932)
E051190	Depreciation - Fire Prevention	Exp	(75,871)	(75,871)	0	0
			(335,801)	(335,802)	(42,368)	(34,224)
	<b>Animal Control</b>					
I052005	Dog Fines and Fees	Inc	5,000	5,000	416	178
I052006	Cat Fines and Fees	Inc	0	0	0	0
I052010	Hire of Animal Traps	Inc	100	100	8	0
I052015	Dog Registration	Inc	4,000	4,000	0	182
I052016	Cat Registration	Inc	2,500	2,500	0	364
I052020	Reimbursements	Inc	0	0	0	0
			11,600	11,600	424	724
E052005	Ranger Salary	Exp	(19,220)	(19,220)	(1,477)	(1,488)
E052007	Ranger Telephone	Exp	(500)	(500)	(41)	(65)
E052010	Pound Maintenance	Exp	(9,200)	(9,200)	(765)	(151)
E052015	Dog Control Insurance	Exp	(500)	(500)	(250)	0
E052020	Legal Fees	Exp	(1,500)	(1,500)	(125)	(1,316)
E052025	Training & Conference	Exp	(1,000)	(1,000)	(83)	0
E052030	Ranger Services Other	Exp	(25,000)	(25,000)	(2,082)	(2,288)
E052035	Administration Allocated	Exp	(47,509)	(47,509)	(3,959)	(3,959)
E052190	Depreciation - Animal Control	Exp	(4,011)	(4,011)	0	0
			(108,440)	(108,440)	(8,782)	(9,267)
	<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

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JULY 2025

17 CHART OF ACCOUNTS

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
I053055	Reimbursements	Inc	0	0	0	0
I053060	Other law, Order & Public Safety Grants	Inc	40,190	40,190	0	0
I053075	Covert Cameras for CCTV System	Inc	0	0	0	0
			40,240	40,240	0	0
E053005	Abandoned Vehicles	Exp	(500)	(500)	(40)	0
E053010	Emergency Services	Exp	0	0	0	0
E053040	Safer Wagin Expenditure	Exp	0	0	0	0
E053045	CCTV & Security	Exp	(5,000)	(5,000)	(416)	0
E053055	Mosquito Control	Exp	(7,000)	(7,000)	(582)	0
E053056	Community Water Supply Programme	Exp	0	0	0	0
E053090	Depreciation - Other Law, Order & Public Safety	Exp	(18,398)	(18,398)	0	0
			(30,898)	(30,898)	(1,038)	0
<b>Total Law, Order &amp; Public Safety Income</b>			167,540	167,540	27,965	21,604
<b>Total Law, Order &amp; Public Safety Expenditure</b>			(475,139)	(475,140)	(52,188)	(43,495)
<b>Health</b>						
<b>Maternal &amp; Infant Health</b>						
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(6,195)	(6,195)	(512)	(294)
			(6,195)	(6,195)	(512)	(294)
<b>Preventative Services - Admin &amp; Inspections</b>						
I074005	Food Licences & Fees	Inc	500	500	41	0
I074015	Contrib. Regional Health Scheme	Inc	0	0	0	0
I074020	Reimbursements	Inc	0	0	0	0
			500	500	41	0
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	(3,000)	(3,000)	(249)	0
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	(44,051)	(44,051)	(3,670)	(3,671)
E074190	Depreciation - Prevent Services	Exp	0	0	0	0
			(47,051)	(47,051)	(3,919)	(3,671)
<b>Other Health</b>						
I076010	Rent - Medical Centre-Dentist	Inc	4,607	4,607	383	373
I076015	Reimbursements - Medical Practice	Inc	2,300	2,300	191	0
I076020	Meeting Room Fees	Inc	0	0	0	0
I076025	Sale of Doctor's Vehicle	Inc	0	0	0	0
I076030	Profit on Sale of Asset	Inc	9,250	9,250	770	0
I076040	Reimbursements - Dr Kumar	Inc	1,200	1,200	0	226
			17,357	17,357	1,344	599
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(21,175)	(21,175)	(2,728)	(2,361)
E076025	Depreciation - Other Health	Exp	(55,303)	(55,303)	0	0
E076030	Doctors Vehicle Mtce	Exp	(3,000)	(3,000)	(249)	(480)
E076035	Loss on Sale of Asset	Exp	0	0	0	0
E076040	St Lukes Medical Services	Exp	(100,000)	(100,000)	(8,333)	(8,333)
E076055	Doctor Retention & Relocation	Exp	0	0	0	0
E076060	Assets under \$5k	Exp	0	0	0	0

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 JULY 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
			(179,478)	(179,478)	(11,310)	(11,174)
	<b>Health - Preventative Services</b>					
E077010	Analytical Expenses	Exp	(535)	(535)	0	(486)
			(535)	(535)	0	(486)
	<b>Total Health Income</b>		17,857	17,857	1,385	599
	<b>Total Health Expenditure</b>		(233,259)	(233,259)	(15,741)	(15,625)
	<b>Education &amp; Welfare</b>					
	<b>Pre Schools</b>					
I083035	Day Care Lease	Exp	9,782	9,782	815	732
I083036	Day Care Reimbursements	Exp	5,000	5,000	0	(116)
			14,782	14,782	815	616
E080010	Kindergarten Maintenance (Daycare)	Exp	(10,820)	(10,820)	(900)	(2,176)
E080190	Depreciation - Pre-Schools	Exp	(25,918)	(25,918)	0	0
			(36,738)	(36,738)	(900)	(2,176)
	<b>Other Education</b>					
E081030	Contribution - Wagin Youthcare Chaplaincy Program	Exp	(2,600)	(2,600)	0	0
			(2,600)	(2,600)	0	0
	<b>Homecare Program</b>					
I082010	CHSP Grant	Inc	345,927	345,927	28,827	0
I082015	Meals on Wheels	Inc	0	0	0	0
I082020	CHSP Fee for Service	Inc	51,807	51,807	4,317	4,222
I082025	Donations	Inc	0	0	0	0
I082030	Government Pay Reimbursement	Inc	0	0	0	0
I082031	Homecare - Other Income	Inc	10,380	10,380	865	0
I082035	Profit On Sale of Asset	Inc	0	0	0	0
I082040	HCP Client Daily Fee	Inc	41,790	41,790	3,482	1,986
I082045	HCP Government Funds	Inc	367,518	367,518	30,626	0
I082050	NDIS Contribution	Inc	52,919	52,919	4,409	3,058
			870,341	870,341	72,526	9,266
E082010	Homecare Salaries	Exp	(695,400)	(695,400)	(53,492)	(38,815)
E082013	Homecare Leave/Wages Liability GEN	Exp	0	0	0	0
E082015	Maintenance & Gardening	Exp	(84,748)	(84,748)	(6,519)	(7,348)
E082020	Nursing Salaries	Exp	0	0	0	0
E082025	Care Workers Salaries	Exp	0	0	0	(94)
E082030	Superannuation	Exp	(80,098)	(80,098)	(6,161)	(6,214)
E082035	Other Expenses	Exp	(7,000)	(7,000)	(581)	(1,207)
E082040	Travelling - Mileage	Exp	(15,000)	(15,000)	(1,250)	(1,302)
E082045	Staff Training	Exp	(5,500)	(5,500)	(456)	(722)
E082050	Staff Training Salaries	Exp	0	0	0	0
E082055	Subscriptions	Exp	(3,000)	(3,000)	(249)	0
E082060	Postage & Freight	Exp	(1,000)	(1,000)	(83)	(129)
E082063	Telephone Expenses	Exp	(3,000)	(3,000)	(250)	(385)
E082065	Printing & Stationery	Exp	(1,000)	(1,000)	(83)	0
E082070	Insurance	Exp	(19,902)	(19,902)	(9,951)	(9,951)
E082075	Building Maintenance	Exp	(3,000)	(3,000)	(247)	(2,599)
E082080	Plant & Equipment Mtce	Exp	(16,000)	(16,000)	(1,331)	(3,040)
E082083	Computer Equipment and Support	Exp	(10,000)	(10,000)	(833)	(521)

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
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17 CHART OF ACCOUNTS

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E082085	Consumable Supplies	Exp	(3,000)	(3,000)	(248)	0
E082090	Homecare Equipment and Catering Supplies	Exp	(1,000)	(1,000)	(83)	0
E082095	HCP Expenses	Exp	(76,403)	(76,403)	(6,366)	(19,435)
E082097	NDIS Expenses	Exp	(1,000)	(1,000)	(83)	0
E082100	Administration Allocated	Exp	(18,437)	(18,437)	(1,536)	(1,536)
E082110	Meals on Wheels Expenditure	Exp	0	0	0	0
E082190	Depreciation - Homecare	Exp	(22,158)	(22,158)	0	0
			(1,066,646)	(1,066,646)	(89,802)	(93,298)
	<b>Other Welfare</b>					
I083010	Wagin Frail Aged Reimb	Inc	9,690	9,690	4,845	4,613
I083040	Seniors Xmas Lunch Income	Inc	0	0	0	0
			9,690	9,690	4,845	4,613
E083010	Wagin Frail Aged Exp	Exp	(9,690)	(9,690)	(4,845)	(4,613)
E083020	Seniors Xmas Lunch	Exp	0	0	0	0
E083050	Other Welfare Exp	Exp	0	0	0	0
			(9,690)	(9,690)	(4,845)	(4,613)
	<b>Total Education &amp; Welfare Income</b>		894,813	894,813	78,186	14,495
	<b>Total Education &amp; Welfare Expenditure</b>		(1,115,674)	(1,115,674)	(95,547)	(100,085)
	<b>Community Amenities</b>					
	<b>Sanitation - Household Refuse</b>					
I101005	Domestic Collection	Inc	287,274	287,274	0	0
I102020	Refuse Site Fees	Inc	20,000	20,000	1,666	2,575
			307,274	307,274	1,666	2,575
E101005	Domestic Refuse Collection	Exp	(57,000)	(57,000)	(4,750)	(5,306)
E101006	Green Waste Collection	Exp	(27,500)	(27,500)	(2,291)	(3,167)
E101010	Recycling Residential	Exp	(73,000)	(73,000)	(6,082)	(5,016)
E101015	Refuse Site Mtce	Exp	(178,750)	(178,750)	(14,894)	(12,828)
E101025	Refuse Site Attendant	Exp	0	0	0	0
			(336,250)	(336,250)	(28,017)	(26,317)
	<b>Sanitation - Other</b>					
I102002	Commercial Collection Charges	Inc	71,628	71,628	0	0
I102005	Reimbursement Drummuster	Inc	500	500	0	0
I102010	Charges Bulk Rubbish	Inc	17,000	17,000	1,416	1,720
			89,128	89,128	1,416	1,720
E102005	Commercial Collection	Exp	(16,650)	(16,650)	(1,387)	(1,568)
E102010	Bulk Cardboard Collection	Exp	(18,000)	(18,000)	(1,500)	(1,800)
E102020	Recycling Commercial	Exp	(15,000)	(15,000)	(1,250)	(1,030)
E101020	Street Bin Renewal Program	Exp	(10,000)	(10,000)	0	0
E102035	Refuse Site Rehabilitation	Exp	0	0	0	0
E102190	Depreciation - Sanitation	Exp	(6,575)	(6,575)	0	0
			(66,225)	(66,225)	(4,137)	(4,398)
	<b>Sewerage</b>					
I104005	Septic Tank Fees	Inc	500	500	41	0
			500	500	41	0
E104005	Sewerage Treatment Plant	Exp	(50)	(50)	0	(14)
			(50)	(50)	0	(14)

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JULY 2025

17 CHART OF ACCOUNTS

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
I102006	<b>Regional Refuse Group</b> Regional Refuse Group	Inc	0	0	0	0
			0	0	0	0
E102007	<b>Regional Refuse Group</b> Regional Refuse Group Expenses	Exp	0	0	0	0
			0	0	0	0
I106005	<b>Town Planning</b> Planning Fees	Inc	8,745	8,745	728	2,387
			8,745	8,745	728	2,387
E106005	Town Planning Expenses	Exp	(7,500)	(7,500)	(624)	0
E106100	Administration Allocated	Exp	(62,203)	(62,203)	(5,183)	(5,184)
			(69,703)	(69,703)	(5,807)	(5,184)
I107005	<b>Other Community Amenities</b> Cemetery Fees	Inc	18,000	18,000	1,500	1,431
I107010	Community Bus Income	Inc	3,000	3,000	250	221
I107025	Other Community Amenities Contributions	Inc	0	0	0	0
			21,000	21,000	1,750	1,652
E107005	Cemetery Mtce	Exp	(47,685)	(47,685)	(6,134)	(9,057)
E107010	Public Convenience Mtce	Exp	(57,940)	(57,940)	(5,260)	(4,747)
E107015	Community Bus Operating	Exp	(3,000)	(3,000)	(247)	(399)
E107100	Administration Allocated	Exp	(95,957)	(95,957)	(7,996)	(7,996)
E107190	Depreciation - Other Comm Amenities	Exp	(52,500)	(52,500)	0	0
			(257,082)	(257,082)	(19,637)	(22,199)
	<b>Total Community Amenities Income</b>		426,647	426,647	5,601	8,334
	<b>Total Community Amenities Expenditure</b>		(729,310)	(729,310)	(57,598)	(58,112)
	<b>Recreation &amp; Culture</b>					
I111005	<b>Public Halls &amp; Civic Centres</b> Town Hall Hire	Inc	1,500	1,500	125	0
I111010	Reimbursements	Inc	0	0	0	0
I111015	Town Hall Lease - L Piesse	Inc	0	0	0	0
			1,500	1,500	125	0
E111005	Town Hall Mtce	Exp	(35,950)	(35,950)	(5,140)	(4,114)
E111010	Other Halls Mtce	Exp	(4,950)	(4,950)	(1,826)	(1,849)
E111190	Depreciation - Public Halls	Exp	(205,549)	(205,549)	0	0
			(246,449)	(246,449)	(6,966)	(5,963)
I112010	<b>Swimming Pool</b> Swimming Pool Admission	Inc	25,000	25,000	0	0
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	0	0
E112005	Pool Staff Salary	Exp	0	0	0	0
E112008	Pool Leave/Wages Liability	exp	0	0	0	0
E112010	Superannuation	Exp	0	0	0	0



**SHIRE OF WAGIN**  
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**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E112015	Swimming Pool Maintenance	Exp	(128,800)	(128,800)	(14,981)	(10,587)
E112020	Swimming Pool Other Expenses	Exp	(2,000)	(2,000)	(166)	0
E112040	Swimming Pool Contract Staff	Exp	(130,000)	(130,000)	0	0
E113076	Interest on Loan 139 - Swimming Pool	Exp	(7,833)	(7,833)	0	0
E112190	Depreciation - Swimming Pools	Exp	(226,693)	(226,693)	0	0
			(495,326)	(495,326)	(15,147)	(10,587)
	<b>Other Recreation &amp; Sport</b>					
I113005	Sportsground Rental	Inc	8,795	8,795	0	0
I113010	Sportsground Reimbursements	Inc	20,000	20,000	1,666	0
I113015	Power Reimbursements	Inc	7,000	7,000	583	0
I113020	Recreation Centre Hire	Inc	3,000	3,000	250	137
I113025	Reimbursements Other	Inc	1,000	1,000	0	0
I113030	Rec Centre Equipment Contributions	Inc	1,800	1,800	0	0
I113035	Sporting Club Leases	Inc	2,000	2,000	0	182
I113040	Other Recreation & Sport Grants & Contributions	Inc	106,558	106,558	0	13,436
I113055	Eric Farrow Pavillion Hire	Inc	5,000	5,000	416	357
I113065	Community Gym Membership	Inc	11,000	11,000	916	670
I113079	SS Loan 142 - Interest & Gtee Fee Revenue	Inc	3,306	3,306	0	0
			169,459	169,459	3,831	14,782
E113005	Sportsground Mtce	Exp	(133,151)	(133,151)	(11,091)	(7,240)
E113010	Sportsground Building Mtce	Exp	(31,250)	(31,250)	(6,747)	(6,326)
E113015	Wetlands Park Mtce	Exp	(94,840)	(94,840)	(13,859)	(13,464)
E113020	Parks & Gardens Mtce	Exp	(73,701)	(73,701)	(6,124)	(4,877)
E113025	Puntapin Rock Mtce	Exp	(615)	(615)	(48)	0
E113030	Recreation Centre Mtce	Exp	(73,750)	(73,750)	(10,289)	(9,280)
E113035	Rec Staff Salaries	Exp	(1,500)	(1,500)	(115)	(61)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	0	0
E113040	Superannuation	Exp	0	0	0	0
E113045	Other Expenses	Exp	(1,000)	(1,000)	(83)	(260)
E113050	Norring Lake Mtce	Exp	(6,870)	(6,870)	(570)	(480)
E113052	Strategy & Grant Applications - Next Phase of Showgrounds Develop	Exp	0	0	0	0
E113053	Parkland and Public Place Signage Renewal Program	Exp	(10,000)	(10,000)	(833)	0
E113054	Wagin Pump Track - Community Consultation & Grant Application	Exp	(10,000)	(10,000)	(833)	0
E113055	Other Rec & Sport Grant Funds Exp	Exp	0	0	0	(50,934)
E113065	Eric Farrow Pavilion Mtce	Exp	(31,270)	(31,270)	(2,602)	(2,827)
E113070	Rec Centre Sports Equipment	Exp	(2,000)	(2,000)	(166)	0
E113075	Interest on Loan 131 - Rec Centre	Exp	0	0	0	0
E113078	Interest on Loan 142 - SSL Bowls Club	Exp	(3,306)	(3,306)	0	0
E113095	Community Gym Expenditure	Exp	(10,150)	(10,150)	(844)	(1,169)
E113115	Bowls Club Financial Assistance	Exp	0	0	0	0
E113100	Administration Allocated	Exp	(198,144)	(198,144)	(16,512)	(16,512)
E113190	Depreciation - Other Rec & Sport	Exp	(403,607)	(403,607)	0	0
			(1,085,154)	(1,085,154)	(70,716)	(113,430)
	<b>Library</b>					
I115005	Lost Books	Inc	0	0	0	0
I115010	Reimbursements & Grants	Inc	12,290	12,290	1,023	0
			12,290	12,290	1,023	0
E115005	Library Staff Salaries	Exp	(66,123)	(66,123)	(5,086)	(6,788)
E115008	Library Leave/Wages Liability	Exp	0	0	0	0
E115010	Superannuation	Exp	(7,035)	(7,035)	(541)	(961)
E115013	Staff Training	Exp	(3,000)	(3,000)	(250)	(431)
E115015	Court House (Library) Maintenance	Exp	(12,230)	(12,230)	(1,015)	(1,970)

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
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17 CHART OF ACCOUNTS

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E115020	Library Other Expenses	Exp	(3,000)	(3,000)	(248)	(400)
E115025	Public Library Materials Funding (Grant) Expenses	Exp	(12,290)	(12,290)	(1,024)	0
E115030	Library IT	Exp	(5,000)	(5,000)	(833)	0
E115035	Postage & Freight	Exp	(500)	(500)	(83)	0
E115190	Depreciation - Libraries	Exp	(4,068)	(4,068)	0	0
			(113,246)	(113,246)	(9,080)	(10,550)
	<b>Other Culture</b>					
I116035	Long Table Experience Income	Inc	0	0	0	0
I116065	Electronic Sign Advertising Income	Inc	2,500	2,500	208	235
I119015	Contribution to Woolorama	Inc	0	0	0	0
I119020	Reimbursements	Inc	0	0	0	0
I119030	Community Events Income	Inc	13,000	13,000	1,083	0
I119031	Other Culture Grant Funds & Contributions	Inc	15,662	15,662	1,304	532
I113078	SS Loan 141 - Interest & Gtee Fee Reimbursement	Inc	1,049	1,049	0	150
			32,211	32,211	2,595	917
E116005	Subsidy Woolorama Committee	Exp	(500)	(500)	0	0
E116010	Woolorama Costs & Maintenance	Exp	(74,001)	(74,001)	(6,161)	(1,410)
E113077	Interest on Loan 141 - SSL Wagin Ag	Exp	(1,049)	(1,049)	0	0
E116015	Community Centre Mtce	Exp	(15,175)	(15,175)	(1,261)	(1,665)
E116020	Historical Village	Exp	(2,600)	(2,600)	(216)	(1,040)
E116025	Heritage Review	Exp	(12,130)	(12,130)	(2,020)	0
E116035	Long Table Experience Expenditure	Exp	0	0	0	0
E116045	Community Development Events	Exp	(51,499)	(51,499)	0	0
E116046	Christmas Decorations - Maintenance and Prizes	Exp	(3,500)	(3,500)	(291)	0
E116055	Other Culture Grant Funds & Contributions Exp	Exp	(2,532)	(2,532)	0	(945)
E116060	Betty Terry Theatre Expenditure	Exp	(4,430)	(4,430)	(368)	(825)
E116065	Electronic Sign Maintenance	Exp	(4,500)	(4,500)	(373)	(658)
E116070	Court House Maintenance (Now use E115015 Instead)	Exp	0	0	0	0
E116075	Other Culture Building Maintenance	Exp	(14,050)	(14,050)	(1,168)	(2,872)
E116190	Depreciation - Other Culture	Exp	(40,941)	(40,941)	0	0
			(226,907)	(226,907)	(11,858)	(9,415)
	<b>Total Recreation &amp; Culture Income</b>		240,460	240,460	7,574	15,699
	<b>Total Recreation &amp; Culture Expenditure</b>		(2,167,082)	(2,167,082)	(113,767)	(149,946)
	<b>Transport</b>					
	<b>Streets Roads Bridges &amp; Depot Construction</b>					
I121005	Direct Road Grants	Inc	200,875	200,875	200,875	186,436
I121010	Road Project Grants	Inc	532,392	532,392	17,317	0
I121015	Roads to Recovery Grant	Inc	501,536	501,536	0	0
I121020	Reimbursements	Inc	0	0	0	0
I121025	Contribution - Street Lighting	Inc	7,828	7,828	0	0
I121070	Roads Grants - Other	Inc	74,251	74,251	0	0
I121076	LRCIP Funding - Road Construction	Inc	20,129	20,129	0	0
I147125	Storm Damage Reimbursements	Inc	0	0	0	0
			1,337,011	1,337,011	218,192	186,436
	<b>Streets Roads Bridges &amp; Depot Maintenance</b>					
I122055	Diesel Fuel Rebate Income	Inc	50,000	50,000	4,166	0
I122060	Road Maintenance Operating Grant	Inc	5,000	5,000	0	0
			55,000	55,000	4,166	0
E122005	Road Maintenance & Maintenance Grading	Exp	(327,897)	(327,897)	(27,321)	(59,749)

SHIRE OF WAGIN  
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17 CHART OF ACCOUNTS

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E122006	Maintenance Grading	Exp	0	0	0	0
E122007	Rural Tree Pruning	Exp	(80,001)	(80,001)	(6,665)	(5,662)
E122008	Rural Spraying	Exp	(9,998)	(9,998)	(830)	(1,891)
E122009	Town Site Spraying	Exp	(20,001)	(20,001)	(1,665)	(9,605)
E122010	Depot Mtce	Exp	(21,755)	(21,755)	(1,808)	(3,527)
E122011	Town Reserve & Verge Mtce	Exp	(12,500)	(12,500)	(1,040)	(5,015)
E122012	Bridge & Drainage Mtce	Exp	(22,500)	(22,500)	(1,873)	(4,296)
E122015	Rural Numbering	Exp	0	0	0	0
E122020	Footpath Mtce	Exp	(4,000)	(4,000)	(333)	0
E122025	Street Cleaning	Exp	(40,000)	(40,000)	(3,331)	(8,675)
E122030	Street Trees	Exp	(85,000)	(85,000)	(7,080)	(664)
E122035	Traffic & Street Signs Mtce	Exp	(3,999)	(3,999)	(333)	0
E122040	Improve and Maintain Greenery around Entry Statements	Exp	0	0	0	0
E122045	Townscape	Exp	(39,998)	(39,998)	(3,331)	(1,704)
E122050	Crossovers	Exp	(1,000)	(1,000)	(83)	(219)
E122080	Ballagin Street - Vehicle Speeds Investigation	Exp	(10,000)	(10,000)	(833)	0
E122055	RAMM Roads Database	Exp	(15,000)	(15,000)	(8,300)	(8,331)
E122060	Street Lighting	Exp	(77,000)	(77,000)	(6,416)	(12,296)
E122070	Fire Damage - Road Reserve	Exp	0	0	0	0
E122090	Graffiti Removal	Exp	(500)	(500)	(41)	0
E122100	Administration Allocated	Exp	(90,504)	(90,504)	(7,542)	(7,542)
E122105	Loss on Sale of Asset	Exp	0	0	0	0
E122190	Depreciation - Roads	Exp	(1,957,230)	(1,957,230)	0	0
E147120	Storm Damage - Not Claimable	Exp	0	0	0	0
			(2,818,883)	(2,818,883)	(78,825)	(129,176)
	<b>Road Plant Purchases</b>					
I122100	Profit on Sale of Asset	Inc	10,485	10,485	0	0
			10,485	10,485	0	0
E123010	Loss on Sale of Asset	Exp	(9,560)	(9,560)	0	0
			(9,560)	(9,560)	0	0
	<b>Aerodrome</b>					
I126015	Aerodrome Reimbursements/Grants	Inc	0	0	0	0
I126020	Aerodrome Hangar Lease	Inc	7,185	7,185	1,796	2,176
			7,185	7,185	1,796	2,176
E126005	Aerodrome Maintenance	Exp	(13,917)	(13,917)	(1,158)	(3,071)
E126190	Depreciation - Aerodromes	Exp	(47,112)	(47,112)	0	0
			(61,029)	(61,029)	(1,158)	(3,071)
	<b>Total Transport Income</b>		1,409,681	1,409,681	224,154	188,612
	<b>Total Transport Expenditure</b>		(2,889,472)	(2,889,472)	(79,983)	(132,247)
	<b>Economic Services</b>					
	<b>Rural Services</b>					
I131020	Landcare Reimbursements	Inc	79,654	79,654	6,637	33
			79,654	79,654	6,637	33
E131020	Landcare	Exp	(108,730)	(108,730)	(9,058)	(65)
E131030	Rural Towns Program	Exp	(7,500)	(7,500)	(624)	(280)
E131100	Administration Allocated	Exp	(32,984)	(32,984)	(2,748)	(2,749)
E131140	Water Management Plan / Harvesting	Exp	(12,000)	(12,000)	(997)	(6,049)
E131190	Depreciation - Rural Services	Exp	0	0	0	0

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JULY 2025

17 CHART OF ACCOUNTS

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
			(161,214)	(161,214)	(13,427)	(9,143)
	<b>Tourism &amp; Area Promotion</b>					
I132005	Caravan Park Fees	Inc	70,000	70,000	5,833	6,573
I132010	Reimbursements	Inc	1,000	1,000	83	0
I132015	RV Area Fees	Inc	7,500	7,500	625	288
I132035	Tourism Income	Inc	0	0	0	0
			78,500	78,500	6,541	6,861
E132015	Caravan Park Manager Salary	Exp	(42,733)	(42,733)	(3,286)	(3,977)
E132018	Superannuation	Exp	(4,528)	(4,528)	(348)	(400)
E132020	Caravan Park Mtce	Exp	(50,880)	(50,880)	(4,236)	(4,777)
E132023	Caravan Leave/Wages Liability	Exp	0	0	0	0
E132025	Subsidy Historic Village	Exp	(8,500)	(8,500)	0	0
E132035	RV Area Maintenance	Exp	(10,999)	(10,999)	(914)	(305)
E132040	Tourism Promotion & Subscripts	Exp	(15,001)	(15,001)	(1,248)	15
E132050	Administration Allocated	Exp	(117,056)	(117,056)	(9,754)	(9,755)
E132190	Depreciation - Tourism	Exp	(10,503)	(10,503)	0	0
			(260,200)	(260,200)	(19,786)	(19,199)
	<b>Building Control</b>					
I133005	Building Licenses	Inc	4,000	4,000	333	380
I133010	Swimming Pool Inspection Fees	Inc	0	0	0	0
			4,000	4,000	333	380
E133005	Building Surveyor Salary	Exp	(7,524)	(7,524)	(578)	(1,500)
E133007	Building Surveyor Leave/Wages Liability	Exp	0	0	0	0
E133008	Building Surveyor Superannuation	Exp	(903)	(903)	(69)	(180)
E133010	Swimming Pool Inspections	Exp	(5,000)	(5,000)	0	0
E133100	Administration Allocated	Exp	(44,062)	(44,062)	(3,671)	(3,672)
			(57,489)	(57,489)	(4,318)	(5,352)
	<b>Other Economic Services</b>					
I134005	Water Sales	Inc	26,500	26,500	2,208	680
			26,500	26,500	2,208	680
E134005	Water Supply - Standpipes	Exp	(26,500)	(26,500)	(2,207)	0
E134020	Land Sale Costs	Exp	(500)	(500)	(41)	0
E134190	Depreciation - Other Economic Services	Exp	(2,052)	(2,052)	0	0
			(29,052)	(29,052)	(2,248)	0
	<b>Total Economic Services Income</b>		188,654	188,654	15,719	7,954
	<b>Total Economic Services Expenditure</b>		(507,955)	(507,955)	(39,779)	(33,694)
	<b>Other Property &amp; Services</b>					
	<b>Private Works</b>					
I141005	Private Works Income	Inc	30,000	30,000	2,500	85
			30,000	30,000	2,500	85
E141005	Private Works	Exp	(15,000)	(15,000)	(1,248)	(663)
E141100	Administration Allocated	Exp	(4,090)	(4,090)	(340)	(341)
			(19,090)	(19,090)	(1,588)	(1,004)
	<b>Public Works Overheads</b>					
I143020	Reimbursements	Inc	0	0	0	0
I143040	Workers Compensation	Inc	40,259	40,259	3,354	0

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 JULY 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
			40,259	40,259	3,354	0
E143005	Engineering Salaries	Exp	(113,982)	(113,982)	(8,767)	(9,668)
E143007	Engineering Administration Salaries	Exp	(39,713)	(39,713)	(5,634)	(9,437)
E143008	Works Leave/Wages Liability	Exp	0	0	0	0
E143009	Housing Allowance Works	Exp	(21,850)	(21,850)	(1,680)	(2,365)
E143010	Engineering Consultant	Exp	(30,000)	(30,000)	0	0
E143015	CEO's Salary Allocation	Exp	0	0	0	0
E143020	Engineering Superannuation	Exp	(148,030)	(148,030)	(11,386)	(17,315)
E143025	Engineering - Other Expenses	Exp	(5,000)	(5,000)	(416)	(130)
E143030	Sick Holiday & Allowances Pay	Exp	(223,414)	(223,419)	(40,057)	(49,677)
E143040	Workers Compensation	Exp	(40,259)	(40,259)	(10,000)	(9,757)
E143045	Insurance on Works	Exp	(61,000)	(61,000)	(30,500)	(30,658)
E143050	Protective Clothing	Exp	(4,000)	(4,000)	(333)	(129)
E143055	Fringe Benefits	Exp	(500)	(500)	0	0
E143060	CEO's Vehicle Allocation	Exp	0	0	0	0
E143065	MOW - Vehicle Expenses	Exp	(6,000)	(6,000)	(498)	(527)
E143075	Telephone Expenses	Exp	(500)	(500)	(41)	(65)
E143080	Staff Licenses	Exp	(500)	(500)	(41)	(145)
E143085	Safety Equipment & Meetings	Exp	(3,000)	(3,000)	(249)	(515)
E143090	Conferences & Courses	Exp	(1,500)	(1,500)	(125)	0
E143095	Staff Training	Exp	(1,999)	(1,999)	(165)	(321)
E143105	Administration Allocated	Exp	(35,450)	(35,450)	(2,954)	(2,954)
E143200	LESS PWOH ALLOCATED	Exp	696,440	696,440	58,036	76,910
			(40,257)	(40,262)	(54,810)	(56,753)
	<b>Plant Operation Costs</b>					
I144005	Sale of Scrap	Inc	500	500	41	0
I144010	Reimbursements	Inc	0	0	0	0
			500	500	41	0
E144010	Fuel & Oils	Exp	(180,000)	(180,000)	(14,998)	(14,785)
E144020	Tyres & Tubes	Exp	(22,000)	(22,000)	(1,833)	(402)
E144030	Parts & Repairs	Exp	(95,000)	(95,000)	(7,915)	(6,959)
E144040	Plant Repair - Wages	Exp	(25,000)	(25,000)	(2,082)	(2,019)
E144050	Insurance and Licences	Exp	(36,500)	(36,500)	(18,250)	(12,827)
E144060	Minor Tools and Consumables	Exp	(8,000)	(8,000)	(666)	(1,886)
E144065	MV Insurance Claim Expenses	Exp	(1,000)	(1,000)	(83)	0
E144075	Minor Plant & Equipment <\$5000	Exp	(10,000)	(10,000)	(832)	0
E144200	LESS POC ALLOCATED-PROJECTS	Exp	377,000	377,000	31,416	22,646
			(500)	(500)	(15,243)	(16,232)
	<b>Salaries &amp; Wages</b>					
E146010	Gross Salaries, Allowances & Super	Exp	(3,127,004)	(3,127,004)	(240,538)	(369,165)
E146200	Less Sal , Allow, Super Allocated	Exp	3,127,004	3,127,004	240,538	369,165
			0	0	0	0
	<b>Unclassified</b>					
I147005	Commission - Vehicle Licensing	Inc	55,000	55,000	4,583	4,991
I147006	Commission - TransWA	Inc	500	500	41	23
I147007	Reimbursement - OHS	Inc	0	0	0	0
I147035	Banking errors	Inc	0	0	0	0
I147050	Council Staff Housing Rental	Inc	23,400	23,400	1,950	2,700
I147065	Insurance Reimbursement	Inc	0	0	0	0
I147070	Council Housing Reimbursements	Inc	10,000	10,000	833	0
I147085	NAB Buiding Rent	Inc	9,200	9,200	766	766

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JULY 2025

17 CHART OF ACCOUNTS

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
I147120	Charge on Private use of Shire Vehicle	Inc	0	0	0	0
I147121	Reimbursement - Community Requests	Inc	0	0	0	0
			98,100	98,100	8,173	8,480
E147015	Community Requests & Events - CEO Allocation	Exp	(3,000)	(3,000)	(250)	0
E147035	Banking Errors	Exp	0	0	0	0
E147050	Council Housing Maintenance	Exp	(79,017)	(79,017)	(6,558)	(9,168)
E147051	Interest on Loan 137 - Staff Housing	Exp	(4,670)	(4,670)	(389)	(385)
E147052	Interest on Loan 138 - Doctor Housing	Exp	(824)	(824)	0	0
E147055	Consultants / Contractors	Exp	(30,000)	(30,000)	(2,500)	0
E147056	Consultancy - Roads Board Building	Exp	0	0	0	0
E147070	4WD Resource Sharing Group	Exp	(1,000)	(1,000)	(83)	0
E147075	Employee Assistance	Exp	(3,500)	(3,500)	(291)	0
E147090	Building Maintenance	Exp	(2,200)	(2,200)	(180)	(374)
E147100	Administration Allocated	Exp	(202,904)	(202,904)	(16,908)	(16,909)
E147105	Cost to Sell Council Property	Exp	0	0	0	0
E147115	Occupational Health & Safety (OHS)	Exp	(7,500)	(7,500)	(621)	0
E147130	Depreciation - Unclassified	Exp	(162,229)	(162,229)	0	0
E147140	Loss on Sale of Asset	Exp	0	0	0	0
E147150	Community Requests Budget	Exp	(37,850)	(37,850)	(3,154)	(10,080)
E147151	Community Donations/Sponsorship	Exp	(2,000)	(2,000)	(166)	0
			(536,694)	(536,694)	(31,100)	(36,916)
Total Other Property & Services Income			168,859	168,859	14,068	8,565
Total Other Property & Services Expenditure			(596,541)	(596,546)	(102,741)	(110,905)
Total Income			7,633,235	7,633,235	385,156	274,833
Total Expenditure			(9,614,499)	(9,614,505)	(812,738)	(864,274)
Net Deficit (Surplus)			(1,981,264)	(1,981,270)	(427,582)	(589,441)

## 8.1.2 SCHEDULE OF PAYMENTS – JULY 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 AND COUNCIL RESOLUTION 5474

**Moved Cr G R Ball                      Seconded Cr M A O'Brien**

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

- **EFT Payments EFT16428 – EFT16543 and Direct Debit Payments DD6293.1– DD6332.29 from the Municipal Account totalling \$658,845.58.**
- **Credit card Payments totalling \$5,299.96.**

**CARRIED UNANIMOUSLY 4/0**

### BRIEF SUMMARY

This item presents the schedule of payments made during July 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 2025/26 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 31 July 2025**

**Municipal Funds Account - List of Payments**

Chq/EFT	Date	Name	Description	Amount
<b>EFT Payments</b>				
EFT16428	02/07/2025	Australia Day Council Of WA	Gold Membership Subscription	(800.00)
EFT16429	02/07/2025	IT Vision	Readytech Annual Subscription - Synergyssoft	(44,753.14)
EFT16430	02/07/2025	Kojonup BMC Embroidery	Uniforms - Homecare	(861.00)
EFT16431	02/07/2025	Wagin Community Resource Centre	2025/2026 Wagin CRC Business Membership Renewal	(80.00)
EFT16432	03/07/2025	Australian Services Union	Payroll Deductions	(26.50)
EFT16433	03/07/2025	Services Australia Child Support	Payroll Deductions	(119.02)
EFT16434	10/07/2025	Alexander Galt And Co Pty Ltd	Fluoros - Recreation Centre / Dyna Bolts - Day Care Centre / Reticulation Supplies - Wetlands Park / Sliding Door Track - Homecare / Shower Head - Arnott Street Residence / Key Cut - Omdurman Street Residence / Pliers - Library Children's Event	(279.85)
EFT16435	10/07/2025	Ampac Debt Recovery	Debt Recovery - June 2025	(731.50)
EFT16436	10/07/2025	Australia Post	Postage - June 2025	(468.00)
EFT16437	10/07/2025	B L Woodhouse	Vehicle Service - Toyota Hilux Workmate (P24) / Install Steps - New Hockey Pavilion / Clean Filters - Skid Steer Bobcat (P39) / Remove Diesel from Tank - Mower (P30) / Put Signage Up - Gundaring South Road	(924.00)
EFT16438	10/07/2025	BP Australia Pty Ltd	Monthly Card Fee - Bushfire Brigades	(8.85)
EFT16439	10/07/2025	Bryan Leslie Kilpatrick	Members Sitting Fees, Deputy Presidents Allowance & Communication Allowance	(2,151.41)
EFT16440	10/07/2025	Bunnings Group Ltd (Australia)	Makita 18V Concrete Vibrator - Works	(623.03)
EFT16441	10/07/2025	Chubb Security Australia	Monitor Dialler - Medical Centre and Admin Office - July to September 2025	(412.74)
EFT16442	10/07/2025	Edward Sargeanston	Bond Refund - Community Gym Fob	(50.00)
EFT16443	10/07/2025	Express Print	Recycle Date Calendars	(803.00)
EFT16444	10/07/2025	Great Southern Fuel Supply	Unleaded Fuel - Darkan Homecare Vehicle (P86)	(301.81)
EFT16445	10/07/2025	Great Southern Waste Disposal	Domestic Refuse Collection and Management Fee - June 2025	(28,556.44)
EFT16446	10/07/2025	Gregory Robert Ball	Members Sitting Fees, Travel Allowance & Communication Allowance 2024/2025	(976.35)
EFT16447	10/07/2025	ICtouch Pty Ltd	NBN Services - Doctors Surgery - July 2025	(540.00)
EFT16448	10/07/2025	Independence Australia	HCP Client Expense	(360.00)
EFT16449	10/07/2025	Landgate - Midland	Gross Rental Valuations Chargeable 29/03/2025 to 22/06/2025	(547.25)
EFT16450	10/07/2025	Lite N' Easy Perth Pty Ltd	HCP Client Expense	(97.82)
EFT16451	10/07/2025	Local Government Professionals Australia Wa	Bronze Local Government Subscription 2025/2026	(660.00)
EFT16452	10/07/2025	Local Health Authorities Analytical Committee	LHAAC Sampling Scheme Annual Fee 2025/2026	(534.28)
EFT16453	10/07/2025	Lorenze Zepeda	Reimbursement for Police Clearance - Staff	(90.00)
EFT16454	10/07/2025	Madej Concreting	Remove Pavers and Replace with Limestone Concrete - Swimming Pool	(9,240.00)
EFT16455	10/07/2025	Meesha Ali	Bond Refund - Community Gym Fob	(50.00)
EFT16456	10/07/2025	Murcia Pestell Hillard Pty Ltd	Lease Drafting Fees - Extension of Lease on St John Ambulance Building (SES)	(1,447.60)
EFT16457	10/07/2025	Narrogin Earthmoving & Concrete Pty Ltd	Cement - Main Town Drain	(1,772.32)
EFT16458	10/07/2025	Narrogin Hardware and Building Supplies	Anchor Bolts and Drill Bits - Works Consumables	(125.20)
EFT16459	10/07/2025	National Disability Insurance Agency	Bond Refund - Venue Hire	(300.00)
EFT16460	10/07/2025	Officeworks	Modelling Clay - Library Children's Event	(44.43)
EFT16461	10/07/2025	Origin	LPG Gas Facility Fee - Khedive Street Residence	(90.00)
EFT16462	10/07/2025	PSQ Group	Shire Administration Office, Works Depot, Rec Centre & Library - Phone and Fax Service - June 2025	(163.76)
EFT16463	10/07/2025	Palace Hotel	Staff Refreshments	(141.98)
EFT16464	10/07/2025	Pet Friendly	Caravan Park Advertisement - Pet Friendly Website	(77.00)
EFT16465	10/07/2025	Property Supervision Services	Homecare Gardening Services	(3,683.40)
EFT16466	10/07/2025	Public Transport Authority	TransWA Tickets Minus Agent Commission	(273.49)
EFT16467	10/07/2025	Readytech User Group WA Inc	Readytech User Group Subscription 2025/2026	(847.00)
EFT16468	10/07/2025	Scavenger Supplies	Batteries - Bush Fire Brigades	(3,075.86)
EFT16469	10/07/2025	Sherryl Maree Chilcott	Members Sitting Fees & Communication Allowance 2024/2025	(4,080.00)
EFT16470	10/07/2025	Shire Of Narrogin	Planning Services - June 2025	(180.00)
EFT16471	10/07/2025	Shire Of Wagin	Retained Bond - Replacement of Window - Eric Farrow Pavilion Venue Hire	(300.00)
EFT16472	10/07/2025	St Luke's Family Practice Management Trust	Management Fee - June 2025	(4,583.33)
EFT16473	10/07/2025	St Luke's Family Practice Wagin	Pre Employment Medical - Staff	(198.00)
EFT16474	10/07/2025	Synergy	Synergy Accounts - Various	(14,214.05)
EFT16475	10/07/2025	Team Global Express Pty Ltd	Freight Costs	(86.02)
EFT16476	10/07/2025	Telstra	Telstra Accounts - Various	(707.48)
EFT16477	10/07/2025	The Trustee for Environnivate Trust	Water Security Strategy (WSS) - Progress Claim No. 5	(2,732.40)
EFT16478	10/07/2025	The West Australian	Advertising - Differential Rates Notice	(1,339.75)
EFT16479	10/07/2025	Thinkproject Australia Pty Ltd	Digital Asset Register Annual License 2025/2026	(9,164.34)
EFT16480	10/07/2025	Wade Joseph Longmuir	Members Sitting Fees & Communication Allowance 2024/2025	(873.75)
EFT16481	10/07/2025	Wagin Agri Services	Culvert Pipes - Piesseville Tarwonga Road / Rodent Baits - Other Parks / Pallet of Cement - Beaufort Road Culvert	(4,874.42)
EFT16482	10/07/2025	Wagin District Farmers Co-operative	Kitchen Refreshments - Works and Admin / Hand Soap - Homecare / Catering - June Council Meeting	(174.83)
EFT16483	10/07/2025	Wagin Gas Electrics	Supply Time Delays and RCD - Water Harvesting / Replace RCD - Other Sportsground Buildings	(1,650.00)
EFT16484	10/07/2025	Wagin Truck Centre	Red Grease - Works Consumables	(276.50)
EFT16485	10/07/2025	Wagin Woodanilling Landcare Zone	Contribution to WWLZ 2024/2025	(25,000.00)
EFT16486	10/07/2025	Wallis Computer Solutions	Onboard Computer to WCS Standards / Supply and Install 2 New Computers - Admin / Fusion Broadband Internet - Admin Office - July 2025 / Business NBN Internet - Admin Office - July 2025	(9,118.05)
EFT16487	10/07/2025	Water Corporation	Water Accounts - Various	(3,488.41)
EFT16488	17/07/2025	Beyond Function Occupational Therapy Services Pty Ltd	HCP Client Expense	(56.25)

EFT16489	17/07/2025	Cecil Cain	Reimbursement of Gas Connections - Repairs to Piesseville Hall	(149.15)
EFT16490	17/07/2025	Cr Phillip Blight	Members Sitting Fees, Presidents Allowance and Communication Allowance	(5,551.88)
EFT16491	17/07/2025	Elders Rural Services Australia Limited	Fire Nozzles - Bush Fire Brigades / Fencing Materials - Boyalling Road Closure	(4,207.30)
EFT16492	17/07/2025	Express Print	Printed Shire Envelopes	(660.00)
EFT16493	17/07/2025	Independence Australia	HCP Client Expense	(273.00)
EFT16494	17/07/2025	Quality Press	Wagin Tourism Brochures	(844.80)
EFT16495	17/07/2025	Shire Of Narrogin	Planning Services - March 2025 / Ranger Services - May 2025	(4,303.75)
EFT16496	17/07/2025	Wagin IGA X-press	Newspapers and Kitchen Refreshments	(269.13)
EFT16497	17/07/2025	Australian Services Union	Payroll Deductions	(26.50)
EFT16498	17/07/2025	Services Australia Child Support	Payroll Deductions	(119.02)
EFT16499	18/07/2025	Australian Taxation Office	BAS - June 2025	(30,148.00)
EFT16500	24/07/2025	Acorn Trees & Stumps	Hire of Elevated Work Platform Vehicle - Sportsground	(1,188.00)
EFT16501	24/07/2025	Alexander Galt And Co Pty Ltd	Hand Cleaner and Sikaflex - Works Consumables / Priming Fluid and Solvent - Water Harvesting / Watering Can - Wetlands Park / Linseed Oil and Brushes - Wetlands Park Bridges / Plasterboard Joint Compound - Arnott Street Residence / Supplies to Repair Roof Leak - Day Care	(387.40)
EFT16502	24/07/2025	Ampac Debt Recovery	Debt Recovery - July 2025	(64.50)
EFT16503	24/07/2025	Apps Plumbing & Gas Wagin	Replace Bathroom and Kitchen Taps - Arnott Street Residence	(503.80)
EFT16504	24/07/2025	Australasian Performing Right Association Limited	Music For Councils - Rural' Licence period 1 July 2025 to 30 June 2026	(387.64)
EFT16505	24/07/2025	B L Woodhouse	Plant and Equipment Services - Komatsu Excavator (P13), Kubota Mower (P44), Multipac Roller (P49), Forklift (P51), Caterpillar Backhoe (P47), Dynapac Roller (P19), Bomag Roller (P45) / Repairs to Various Plant / Clean Stores - Works Depot	(4,026.00)
EFT16506	24/07/2025	Beyond Function Occupational Therapy Services Pty Ltd	HCP Client Expenses	(2,868.75)
EFT16507	24/07/2025	Dylan Martin	Bond Refund - Community Gym Fob	(50.00)
EFT16508	24/07/2025	Geoffrey Kenneth Benjamin West	Members Sitting Fees and Communication Allowance 2024/2025	(2,267.50)
EFT16509	24/07/2025	Goodyear Autocare Wagin	Repairs to Tyre - Caterpillar Grader (P10) / Remove and Refit Tyre - Multipac Roller	(222.49)
EFT16510	24/07/2025	Guardian Safety Pendants	HCP Client Expense	(390.00)
EFT16511	24/07/2025	Hall Electrical & Data Services	Repair Faulty Power Pole - Sportsground Food Court 2 / Repair to Main Electrical Cabinet - Swimming Pool / Disconnect and Reconnect New Hot Water System - Admin Office / Install New Oven and Hot Plate - 2 Ballagin Street Residence / Replace Light Covers - Recreation Centre	(2,039.46)
EFT16512	24/07/2025	Icatcher Digital Signs	Power Supply Units - Electronic Sign	(600.00)
EFT16513	24/07/2025	JLT Risk Solutions Pty Ltd	Medical Malpractice Liability - New Policy 2025/2026 / Marine Cargo Insurance 2025/2026	(1,435.50)
EFT16514	24/07/2025	Jock Murray	Bond Refund - Community Gym Fob	(30.00)
EFT16515	24/07/2025	LGISWA	Annual Insurance Renewals 2025/2026 - 1st Instalment	(169,012.05)
EFT16516	24/07/2025	Liberty Oil Australia Pty Ltd	5000L Diesel - Stock	(8,504.50)
EFT16517	24/07/2025	Llorna Prado Mallari	Reimbursement for Police Clearance - Staff	(70.00)
EFT16518	24/07/2025	Local Government Professionals Australia Wa	2025/2026 LGPro Membership - DCEO	(560.00)
EFT16519	24/07/2025	Market Creations Agency Pty Ltd	Council Connect Website Subscription 2025/2026	(14,619.00)
EFT16520	24/07/2025	MJB Industries	Concrete Pipes - Behn Ord Road / Concrete Headwalls - Wagin-Wickepin Road and Bockaring Road	(2,796.51)
EFT16521	24/07/2025	Muriel Ann O'brien	Members Sitting Fees and Communication Allowance 2024/2025	(678.75)
EFT16522	24/07/2025	Narrogin Gasworx	HCP Client Expense	(14,710.00)
EFT16523	24/07/2025	Officeworks	Stationery Order - July 2025	(735.02)
EFT16524	24/07/2025	Property Supervision Services	Homecare Gardening Services	(3,507.60)
EFT16525	24/07/2025	Rylan Pty Ltd	Kerbing - Thornton, Trenton and Lukin Streets	(26,462.70)
EFT16526	24/07/2025	Synergy	Synergy Accounts - Various	(947.58)
EFT16527	24/07/2025	Tamara Watson	Bond Refund - Community Gym Fob	(50.00)
EFT16528	24/07/2025	Team Global Express Pty Ltd	Freight Costs	(98.70)
EFT16529	24/07/2025	Telstra	Telstra Accounts - Various	(47.85)
EFT16530	24/07/2025	Wagin Agri Services	Protective Boots - Works	(142.00)
EFT16531	24/07/2025	Wagin Community Resource Centre	Wagin Wool Press Advertising - 2025/2026	(735.00)
EFT16532	24/07/2025	Wagin Gas Electrics	Replace Flow Switch at Weir Pump - Water Harvesting	(530.00)
EFT16533	24/07/2025	Wagin Mowers	Repairs - Rover Lawn King (P53) / Set of Mower Blades - Small Plant (P30)	(419.09)
EFT16534	24/07/2025	Wagin Panel & Paint	Excess for Repairs - CEO Vehicle (P01)	(600.00)
EFT16535	24/07/2025	Wagin Truck Centre	Parts for Plant Maintenance - Skid Steer Bobcat (P39) / 5w30 Oil - Works Depot / Oil Filter - Dynapac Roller (P19) / Filters - Caterpillar Grader (P10)	(825.45)
EFT16536	24/07/2025	Water Corporation	Water Accounts - Various	(8,098.00)
EFT16537	24/07/2025	Woodlands Distributors & Agencies Pty Ltd	Degradable Dog Waste Bags - Town Parks	(386.32)
EFT16538	24/07/2025	Department Of Transport And Major Infrastructure	Vehicle Registrations - Homecare Managers Vehicle (P80), Wagin Homecare Vehicle (P27), Darkan Homecare Vehicle (P86), Building Maintenance Officer Vehicle (P17)	(1,841.20)
EFT16539	31/07/2025	Australian Services Union	Payroll Deductions	(26.50)
EFT16540	31/07/2025	Services Australia Child Support	Payroll Deductions	(119.02)
EFT16541	31/07/2025	Construction Training Fund (CTF)	BCITF - July 2025	(391.75)
EFT16542	31/07/2025	Department Of Mines, Industry Regulation And Safety	BSL - July 2025	(269.00)
EFT16543	31/07/2025	Shire Of Wagin	BCITF and BSL - July 2025	(13.25)
<b>EFT Payments Total</b>				<b>(510,396.02)</b>
<b>Direct Debit Payments</b>				
DD6293.1	01/07/2025	Commonwealth Bank of Australia (CBA)	Mastercard to 26 June 2025	(3,364.74)
DD6295.1	03/07/2025	Aware Super	Superannuation Contributions	(6,190.09)
DD6295.2	03/07/2025	BT Panorama	Superannuation Contributions	(186.11)
DD6295.3	03/07/2025	Netwealth Superannuation	Superannuation Contributions	(372.63)
DD6295.4	03/07/2025	Active Super	Superannuation Contributions	(293.18)
DD6295.5	03/07/2025	The Trustee for Trojan Self Managed Super Fund	Superannuation Contributions	(638.45)
DD6295.6	03/07/2025	Future Super	Superannuation Contributions	(330.45)
DD6295.7	03/07/2025	CareSuper	Superannuation Contributions	(242.31)

DD6295.8	03/07/2025	Hesta Super Fund	Superannuation Contributions	(742.20)
DD6295.9	03/07/2025	Mercer Super	Superannuation Contributions	(735.19)
DD6315.1	17/07/2025	Aware Super	Superannuation Contributions	(6,384.64)
DD6315.2	17/07/2025	BT Panorama	Superannuation Contributions	(229.49)
DD6315.3	17/07/2025	Netwealth Superannuation	Superannuation Contributions	(393.37)
DD6315.4	17/07/2025	Active Super	Superannuation Contributions	(333.30)
DD6315.5	17/07/2025	The Trustee for Trojan Self Managed Super Fund	Superannuation Contributions	(668.17)
DD6315.6	17/07/2025	Future Super	Superannuation Contributions	(333.54)
DD6315.7	17/07/2025	CareSuper	Superannuation Contributions	(257.21)
DD6315.8	17/07/2025	Hesta Super Fund	Superannuation Contributions	(695.96)
DD6315.9	17/07/2025	Mercer Super	Superannuation Contributions	(721.14)
DD6327.1	31/07/2025	Aware Super	Superannuation Contributions	(6,173.38)
DD6327.2	31/07/2025	BT Panorama	Superannuation Contributions	(156.95)
DD6327.3	31/07/2025	Netwealth Superannuation	Superannuation Contributions	(454.26)
DD6327.4	31/07/2025	Active Super	Superannuation Contributions	(349.85)
DD6327.5	31/07/2025	The Trustee for Trojan Self Managed Super Fund	Superannuation Contributions	(659.67)
DD6327.6	31/07/2025	Future Super	Superannuation Contributions	(286.14)
DD6327.7	31/07/2025	CareSuper	Superannuation Contributions	(248.34)
DD6327.8	31/07/2025	Hesta Super Fund	Superannuation Contributions	(685.67)
DD6327.9	31/07/2025	Mercer Super	Superannuation Contributions	(721.14)
DD6332.1	03/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 01/07/2025	(2,125.80)
DD6332.2	15/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 11/07/2025	(1,009.35)
DD6332.3	15/07/2025	Sandwai Pty Ltd	Sandwai Fee - July 2025	(572.83)
DD6332.4	16/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 14/07/2025	(5,712.90)
DD6332.5	17/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 15/07/2025	(5,826.45)
DD6332.6	18/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 16/07/2025	(3,497.15)
DD6332.7	04/07/2025	Aussie Broadband Pty Ltd	Broadband - July 2025	(267.00)
DD6332.8	21/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 17/07/2025	(1,991.20)
DD6332.9	22/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 18/07/2025	(6,186.20)
DD6295.10	03/07/2025	Rest Administration	Superannuation Contributions	(1,884.20)
DD6295.11	03/07/2025	Australian Super Administration	Superannuation Contributions	(2,001.41)
DD6295.12	03/07/2025	Prime Super	Superannuation Contributions	(748.30)
DD6295.13	03/07/2025	Smartmonday Prime	Superannuation Contributions	(119.72)
DD6295.14	03/07/2025	GESB Superannuation	Superannuation Contributions	(222.82)
DD6295.15	03/07/2025	Hub24 Super Fund	Superannuation Contributions	(347.53)
DD6297.19	01/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 27/06/2025	(10,005.30)
DD6297.20	02/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 30/06/2025	(1,461.10)
DD6297.22	02/07/2025	Commonwealth Bank of Australia (CBA)	CBA Merchant Fees - June 2025	(483.49)
DD6315.10	17/07/2025	GESB Superannuation	Superannuation Contributions	(322.82)
DD6315.11	17/07/2025	Rest Administration	Superannuation Contributions	(1,980.82)
DD6315.12	17/07/2025	Australian Super Administration	Superannuation Contributions	(2,255.21)
DD6315.13	17/07/2025	Prime Super	Superannuation Contributions	(780.95)
DD6315.14	17/07/2025	Smartmonday Prime	Superannuation Contributions	(127.93)
DD6315.15	17/07/2025	Hub24 Super Fund	Superannuation Contributions	(359.99)
DD6327.10	31/07/2025	GESB Superannuation	Superannuation Contributions	(331.48)
DD6327.11	31/07/2025	Rest Administration	Superannuation Contributions	(2,096.82)
DD6327.12	31/07/2025	Australian Super Administration	Superannuation Contributions	(1,985.23)
DD6327.13	31/07/2025	Prime Super	Superannuation Contributions	(780.04)
DD6327.14	31/07/2025	Smartmonday Prime	Superannuation Contributions	(152.49)
DD6327.15	31/07/2025	Hub24 Super Fund	Superannuation Contributions	(359.99)
DD6332.10	23/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 21/07/2025	(5,266.00)
DD6332.11	24/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 22/07/2025	(4,267.60)
DD6332.12	03/07/2025	Sheriff's Office Perth	Lodgement Fee - Fines Enforcement	(88.50)
DD6332.13	24/07/2025	Western Australian Treasury Corporation	Loan Repayment # 137 - July 2025	(1,907.86)
DD6332.14	25/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 23/07/2025	(3,283.40)
DD6332.15	28/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 24/07/2025	(15,265.90)
DD6332.16	29/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 25/07/2025	(4,664.35)
DD6332.17	29/07/2025	Messages On Hold Australia Pty Ltd	Provision of Programming & Equipment 23/07/2025 - 22/10/2025	(263.61)
DD6332.18	30/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 28/07/2025	(5,807.45)
DD6332.19	31/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 29/07/2025	(2,137.00)
DD6332.22	04/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 02/07/2025	(2,295.60)
DD6332.24	07/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 03/07/2025	(943.10)
DD6332.25	08/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 04/07/2025	(1,228.60)
DD6332.26	09/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 07/07/2025	(2,296.10)
DD6332.27	10/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 08/07/2025	(4,359.75)
DD6332.28	11/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 09/07/2025	(2,363.20)
DD6332.29	14/07/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 10/07/2025	(3,167.45)
<b>Direct Debit Payments Total</b>				<b>(148,449.56)</b>
<b>Municipal Account - Payments Total</b>				<b>(658,845.58)</b>

**SHIRE OF WAGIN**  
**STATEMENT OF MASTERCARD PAYMENTS**  
**For the Period Ended 28 July 2025**

**Credit Card List of Payments**

<b>Chief Executive Officer - Ken Parker</b>		
<b>Chief Executive Officer - Ken Parker Total</b>		<b>0.00</b>
<b>Deputy Chief Executive Officer - Jonathan Fathers</b>		
Credit Card	29/06/2025 Bunnings	School Holiday Activity Materials - Library (47.28)
Credit Card	29/06/2025 Bunnings	Acrylic Clear Paint - Returned 93.88
Credit Card	2/07/2025 St John Ambulance	Defibrillator Cabinet - Library (505.00)
Credit Card	2/07/2025 Challenge Batteries	Battery - Mt Latham DFES Repeater (907.50)
Credit Card	4/07/2025 Simply Shells	School Holiday Activity Materials - Library (19.45)
Credit Card	8/07/2025 Bunnings	Trestle Tables - Homecare (552.00)
Credit Card	8/07/2025 Bunnings	Trestle Tables - Homecare (345.00)
Credit Card	8/07/2025 Bunnings	Trestle Tables - Homecare / Shelving Unit - Admin Office (442.60)
Credit Card	8/07/2025 Ampol Narrogin	Fuel - DCEO Vehicle (P02) (95.21)
Credit Card	10/07/2025 Poinsettia Publishing	Books - Library (89.00)
Credit Card	12/07/2025 Bunnings	Safe Deposit Box - Caravan Park (43.38)
Credit Card	12/07/2025 United Kewdale	Fuel - DCEO Vehicle (P02) (100.07)
Credit Card	14/07/2025 Orbit Health Fitness	Power Bands - Community Gym (138.34)
Credit Card	18/07/2025 Nisbets Australia	Hot Water Urn - Admin Office (338.92)
Credit Card	21/07/2025 Office Choice Limited	Wireless Mouse - Admin Staff (184.00)
Credit Card	22/07/2025 Ampol Narrogin	Fuel - DCEO Vehicle (P02) (121.01)
<b>Deputy Chief Executive Officer - Jonathan Fathers Total</b>		<b>(3,834.88)</b>
<b>Manager of Works - Allen Hicks</b>		
Credit Card	1/07/2025 Shire of Wagin	Department of Transport - Licence Renewal - Staff (48.20)
Credit Card	3/07/2025 Shire of Wagin	Department of Transport - Licence Renewal - Staff (48.20)
Credit Card	4/07/2025 Shire of Wagin	Department of Transport - Licence Renewal - Staff (48.20)
Credit Card	8/07/2025 Bunnings	Leaf Scoops - Parks and Gardens (116.00)
Credit Card	8/07/2025 Filter Discounters	Filters - Caterpillar Grader (P10), Caterpillar Backhoe (P47), Multipac Roller (P49) (289.11)
Credit Card	10/07/2025 Mega Pacific Pty Ltd	Parts for Plant Repairs - Isuzu Tip Truck (P40) (335.50)
Credit Card	10/07/2025 Mega Pacific Pty Ltd	Parts for Plant Repairs - Isuzu Tip Truck (P40) (165.00)
Credit Card	10/07/2025 Seton	Jerry Can ID Tags - Works Depot (111.48)
Credit Card	10/07/2025 Seton	Jerry Can ID Tags - Works Depot (31.10)
Credit Card	23/07/2025 JB Hi-Fi	SD Card Reader - Admin Office (51.29)
<b>Manager of Works - Allen Hicks Total</b>		<b>(1,244.08)</b>
<b>Manager of Finance - Donna Fawcett</b>		
Credit Card	27/06/2025 Kmart	School Holiday Activity Materials - Library (153.50)
Credit Card	27/06/2025 Mandala Art	School Holiday Activity Materials - Library (67.50)
<b>Manager of Finance - Donna Fawcett Total</b>		<b>(221.00)</b>
<b>Fees and Charges</b>		
<b>Fees and Charges Total</b>		<b>0.00</b>
<b>Credit Card List of Payments Total</b>		<b>(5,299.96)</b>

### 8.1.3 CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

AUTHOR OF REPORT:	Chief Executive Officer
DISCLOSURE OF INTEREST:	NIL
FILE REFERENCE:	CM.CO.1
ATTACHMENTS:	Nil

#### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5475

**Moved Cr M A O'Brien**

**Seconded Cr G K B West**

**That Council NOTES the Chief Executive Officer's Report.**

**CARRIED UNANIMOUSLY 4/0**

#### BRIEF SUMMARY

The following report details activities within the CEO portfolio.

#### BACKGROUND/COMMENT

##### *Election*

Preparations for the 2025 Ordinary Local Government Election are well underway.

Nominations for the election open on Thursday, 28 August 2025 and close at 4:00pm on Thursday, 4 September 2025. To ensure that nominations are received correctly by the due date, nominations by appointment with the CEO as Returning Officer are preferred.

**LOCAL GOVERNMENT ORDINARY ELECTION**  
**CALL FOR NOMINATIONS**  
**Shire of Wagin**

An Ordinary In Person Election will be held on Saturday, 18 October 2025 in the Shire of Wagin to fill the following vacancies:

District	4 Councillors	4 year terms
<b>Nominations Open</b> on Thursday, 28 August 2025 <b>Nominations Close</b> at 4:00pm Thursday, 4 September 2025 Nominations must be lodged with the Returning Officer at any time during the above period at the offices of the Shire of Wagin, 2 Arthur Road, WAGIN.		
<b>Nominations Requirements</b> Candidates are required to lodge with the Returning Officer: <ul style="list-style-type: none"> <li>a completed nomination in the prescribed form, signed and witnessed. This form is available from the Shire of Wagin.</li> <li>a single A4 page profile of not more than 1,000 characters (including spaces) containing information about the candidate and statements of the candidate's policies or beliefs;</li> <li>a nomination deposit of \$100 (cash, EFT, bank cheque or postal order);</li> <li>a recent passport-sized photograph (optional); and</li> <li>(optional) in addition to your A4 profile, you may provide additional information that you consider to be relevant to your candidature. This written statement must be not more than 2,000 characters (including spaces), must be in the English language and is for publication on the local government's official website.</li> </ul>		
To nominate, every individual must complete the mandatory induction for prospective candidates course, available from the Department of Local Government, Industry Regulation and Safety via the following website at <a href="http://www.dlgsc.wa.gov.au">www.dlgsc.wa.gov.au</a> . Details of completion must be provided on the nomination form.		
Where an agent lodges a nomination on a candidate's behalf, it must be in the prescribed form with a written authorisation signed by the candidate.		
The documents may be hand delivered or posted to the Returning Officer and must be received by the close of nominations.		
<b>Information</b> Full details about eligibility and nomination procedures for prospective candidates can be obtained by contacting the Returning Officer, <b>Kenneth PARKER</b> on 0429 611 493.		
<b>KENNETH PARKER</b> <b>RETURNING OFFICER</b>		



### *Wagin Pump Track*

On 11 August 2025, members of the Wagin Action Group, Officers and Common Ground met at the Wetlands Park to discuss the possibilities and opportunities for a Pump Track in the Wetlands Park.

Common Ground have been commissioned to prepare a concept and additional site surveying has been identified as required. The preparation of a concept by Common Ground on behalf of the Wagin Action Group and Shire will be the next step in community engagement and project planning.

### *Powering WA*

On 31 July 2025 Officers had a lengthy meeting with Powering WA regarding the State Government's renewable energy drive. The meeting dealt with many topics and the notes of the meeting as modified by Powering WA for distribution are included below:

#### **Transmission line**

- Announcement of the position of the transmission line will occur before the end of the year
- Powering WA is preparing the Cabinet submission and local governments will be advised prior to the announcement
- Powering WA is aware that some developers are seeking to obtain exclusive access to the transmission line. Western Power is vested with legislated authority to compulsorily acquire land for public works. However, this mechanism is considered a last resort, with voluntary agreement and collaboration with landowners always being the preferred approach.

#### **Rates**

- PoweringWA recognises that it is important for Local Governments to be able to recover reasonable costs involved in supporting renewable energy projects in their communities. Using local rates is considered an appropriate way to do this.
- Powering WA believes that the Department of Local Government is looking at how this can best occur, but at this stage has no further information
- Shire Officers noted the barriers to spot rating and that consistent references to minimising 'sovereign risk' in State Government publications in the context of rates made it appear that the State Government opposed local governments employing rates as a legitimate taxation method
- Shire Officers suggested that if Powering WA wished for local governments to be able to recover costs an exchange of letters between the Ministers of Energy and Local Government would be an appropriate course of action
- Shire Officers stated a preference for rates rather than PILOR

#### **Construction**

- Shire Officers noted proponents have been able to provide information about planning for construction and that construction planning would likely be subcontracted to companies that don't engage
- Powering WA noted these concerns

**Fire**

- Shire Officers reiterated the concerns regarding aerial support and noted DFES' advice about the limitations
- PoweringWA noted that fire management advice tailored to reflect the unique circumstances and complexities of projects and communities.
- PoweringWA is collaborating with the Department of Fire and Emergency Services (DFES) to develop community-focused resources on this topic.
- Shire Officers encouraged PoweringWA to use State Emergency Planning Committees to ensure that this important issue received whole of government attention
- Powering WA agreed to raise these concerns with DFES and would engage with the Shire further on this matter

**Community Benefit Fund**

- Shire Officers noted that given the size of proposed development in the Shire, that the quantum of Community Benefit Fund would be around \$100,000
- PoweringWA noted that the flexible rate included in the proposed Community Benefits Guideline is intended to provide Local Governments with a tool to negotiate additional benefits (as part of the total package) that reflect the specific needs and priorities of their communities (such as housing). PoweringWA noted that it had received feedback on issues with this approach.
- Shire Officers noted that this would only work if the CBF payment exceeded the costs of housing.
- Shire Officers expressed reservations regarding this approach noting its legal issues under the Act, pressure on administrations to negotiate social licence on behalf of communities, and fairness
- Shire Officers advocated for an approach where the State Government leads the process publishing a proper plan for the transition and investing in regional housing and infrastructure to support host communities in the construction and operational phase

**Planning**

- PoweringWA is developing resources to support landholders in understanding and navigating agreements as well as project delivery activities with developers. Shire Officers advised that they believed that land deals were already completed in the area and that the value of such a document was now limited
- Shire Officers noted that proponents had called for small setbacks given the size of land lots in the area

**Next steps**

- PoweringWA is coordinating a roadshow with government departments to travel to regions to directly engage with communities
- PoweringWA reps noted they were grateful for the invitation to meet with the CEO of Wagin, and welcome the opportunity for further engagement

### *Heavy vehicle route meeting*

On 5 August 2025, approximately 20 people attended a community forum regarding heavy vehicle routes in and around Wagin. The meeting was presented with the concept that optimising heavy vehicle movements involve three stages, commencing with providing a suitable alternative to the intersection of Tudhoe St and Tudor and Tudhoe and Vernon St.



There was broad support for utilising Bullock Hills Rd.

The concept of diverting heavy vehicles off Tudhoe St was discussed with various Western routes suggested. The challenges associated with options were also discussed. The construction of roundabouts at the corner of Reeves Rd and Arthur and Tudor / Jaloran / Bullock Hills as a traffic calming exercise was also discussed.

In respect to next steps, Officers are coordinating a meeting with Main Roads Heavy Vehicle unit to determine clear parameters for Main Roads needs in respect to an engineering assessment and proposal for Bullock Hills Rd work.

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

<b>Date</b>	<b>Meeting Attended</b>
8 July	WALGA presentation H5 Bird Flu
15 July	Powering WA Renewable Energy Community Benefits state-wide consultation session
15 July	CEO Employment Committee Meeting
15 July	Council Forum
16 July	Acciona Energy
18 July	CEO Connections Forum Perth
18 July	Senator Dean Smith
19 July	WALGA Local Government Awards



Date	Meeting Attended
21 July	Age Friendly Communities Connectivity Grants Program
22 July	4WDL
22 July	Ordinary Council Meeting
29 July	Council Forum
31 July	Powering WA
4 August	Special Council Meeting
5 August	Meeting with WALGA regarding procurement services
5 August	Heavy Vehicle Route Community Meeting
6 August	Chamber of Commerce and Industry (WA) – Apprenticeships and traineeships
11 August	Common Ground – Wagin Pump Track
13 August	WALGA A.I Readiness Project
14 August	Ausgold – Public meeting in Dumbleyung
15 August	CWA Community Garden opening

### **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:

Delegation	Exercised by	Date	Matter
20	CEO	24-Jul-25	Creditor Payment
37	CEO	29-Jul-25	Small Debt Write Off (12 debts - \$25.81)
20	CEO	31-Jul-25	Creditor Payment - Payroll
20	CEO	31-Jul-25	Creditor Payment
12	CEO	3-Aug-25	Unsealed Road Closure to Heavy Vehicles
12	CEO	4-Aug-25	Reopen Unsealed Road Closure to Heavy Vehicles
37	CEO	4-Aug-25	Small Debt Write Off( 2 debts - \$2.98)
20	CEO	4-Aug-25	Creditor Payment
20	CEO	7-Aug-25	Creditor Payment
37	CEO	11-Aug-25	Small Debt Write Off (1 debt - \$6.37)
20	CEO	14-Aug-25	Creditor Payment - Payroll
20	CEO	14-Aug-25	Creditor Payment
12	CEO	19-Aug-25	Unsealed Road Closure to Heavy Vehicles
20	CEO	21-Aug-25	Creditor Payment



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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.

#### 8.1.4 PROJECT REPORTS FROM THE 2025 INTERNSHIP PROGRAM

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil.
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	PE.EM.2
STRATEGIC DOCUMENT REFERENCE:	
ATTACHMENTS:	Attachment 1 Intern Reports 2025

#### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5476

Moved Cr M A O'Brien

Seconded Cr G K B West

**That Council NOTES the documents produced by the three University of Western Australia interns regarding the Old Roads Boarding Building; Wait-Jen Trail; and Wagin Caravan Park**

**CARRIED UNANIMOUSLY 4/0**

#### BRIEF SUMMARY

Following completion of the internship program, the reports produced by the students are presented for Council's information.

#### BACKGROUND/COMMENT

In June 2025 the Shire hosted three interns from the McCusker Centre at the University of Western Australia. During their internship the three students had to complete 100 hours of work at the Shire completing three distinct projects.

The three projects were:

- a prospectus for development the Old Roads Boarding Building
- a cost benefit analysis for revamping the Wait-Jen Trail
- a Business Plan for the Wagin Caravan Park

The three products of the internship are presented for Council's information. While Officers worked with each of the interns during their time at the Shire, the reports were presented at the conclusion of the internship without the usual opportunity to review drafts as would occur with contractors.

Accordingly, while there are some takeaways from the reports, Officers have identified some discrepancies in the reports and unchallenged assumptions.

Overall, given the short-time for completion and the high learning curve, Officers suggest that the interns performed well.

The Shire has been approached by the McCusker Centre to host more interns in the future and Officers believe that with the success of this initial effort that this would be well worth doing in the future.

#### **CONSULTATION/COMMUNICATION**

Nil.

#### **STATUTORY/LEGAL IMPLICATIONS**

Nil.

#### **POLICY IMPLICATIONS**

Nil.

#### **FINANCIAL IMPLICATIONS**

Nil.

#### **STRATEGIC IMPLICATIONS**

Nil.

#### **VOTING REQUIREMENTS**

Simple Majority



# **Wait-Jen Trail Cost Benefit Analysis + Renewal Plan**







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# 1. Introduction

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## 1.1 Project Background

The Wait-Jen Trail is a scenic hiking trail and culturally significant walking track, located approximately 7km south of Wagin. The 10.5km, one-way trail begins at the upper-right fringes of Parkeyerring Lake off of the Great Southern Highway, meandering through a series of salt lakes, before coming to an end at the bottom of Norring Lake.

The trail was constructed in 2003, but has since fallen into disrepair, suffering overgrowth and degradation, due to lack of government funding and overall usage. Because of this, the Shire of Wagin is seeking to ascertain the costs and long-term benefits of a potential restoration of the trail.

On behalf of the Shire, a visual and financial assessment was carried out, accounting for and evaluating the physical condition of the trail, any necessary remedial works, exploring different restoration and upgrade scenarios, consulting with and acquiring quotes from various companies and departments, and conducting online and physical research, before constructing a final cost-benefit analysis that details the most cost-efficient and feasible course of action regarding the next stage of planning and action for the trail.

## 1.2 Structure/Outline of this Report

This report is an appraisal of the financial, structural and social requirements for materialising a renewal plan for the Wait-Jen Trail. A comprehensive understanding of the public opinion an appealing, enjoyable hiking trail, and the exact aspects of that trail that made it so, was required to build a framework on what changes and repairs may need to be made to the Wait-Jen Trail. To find this out, the first half of this report is a thorough examination of both the research and key findings regarding trail standards and requirements. Only after such assessments are explored, is the methodology and calculations of the cost-benefit analysis detailed and interpreted, before the report concludes with a review of options, outcomes and final recommendations.



## 1.3 Key Findings

- The total combined cost estimate for a 6km Parkeyerring Lake Loop = **\$490,871**
- The total combined cost estimate for current 10.5km trail = **\$817,084**

Below: Table 3; the final Cost-Benefit Analysis scenario comparisons table, with final total costs and net benefits. This table is further discussed on page 30, in section 4.5

Scenario	Capital cost	Consultancy	Ongoing costs (NPV)	Total cost (NPV)	Benefit (NPV)	Net benefit
Base case	\$0	\$0	\$0	\$0	\$32,000	+\$32,000
6km Parkeyerring Loop	\$446,497	\$15,000	\$29,374	\$490,871	\$263,000	-\$227,871
Entire Wait-Jen Trail	\$762,197	\$15,000	\$39,887	\$817,084	\$118,500	-\$698,584

# 2. Examination of Hiking Trail Conditions

## 2.1 Identifying Ideal Hiking Trails

In order to develop an appropriate scope of the restorative efforts required for the Wait-Jen Trail, it was first necessary to determine a criterion for makes any given hiking trail in Western Australia functional, enduring, and enjoyable to the public, to gauge the standards of repair and upkeep needed for the Wait-Jen, and therefore the subsequent costs.

To do so, a multi-faceted, cross-checked research effort was undertaken to gain an idea of the most highly renowned hiking trails in WA, with particular attention paid to those situated in the Wheatbelt. I observed a variety of images from a handful of trails that were most frequently mentioned and praised across several websites and forums, searching for visual similarities in their structure, geography and overall condition.

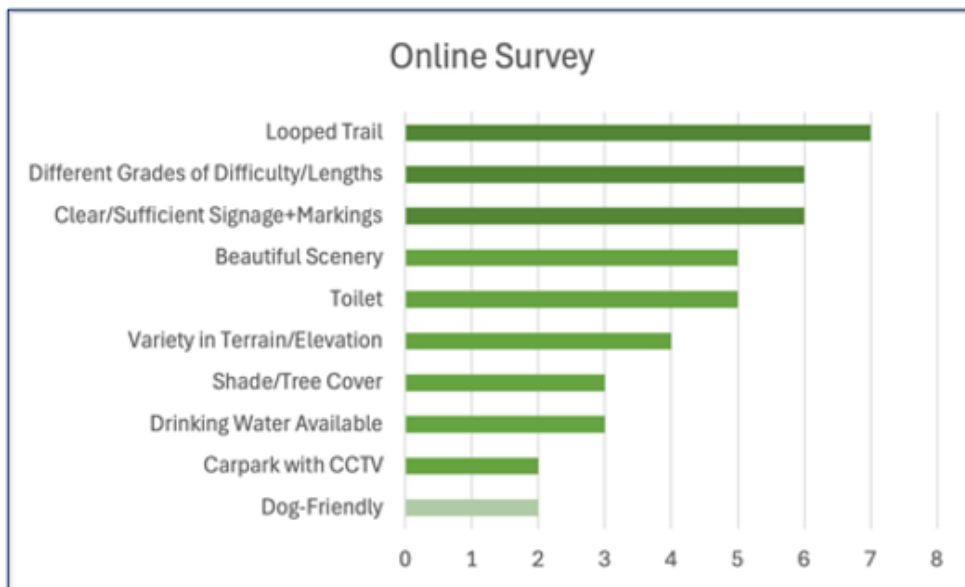
To corroborate my interpretation of what made these trails so popular, I conducted an online survey to gather randomised public opinions from hikers around WA on what features of a trail made for a positive or negative hiking experience, asking:

- What are some of your favourite hiking trails around Perth/WA?
- What scenery, facilities, infrastructure, etc. did these trails have to offer that made them so enjoyable?
- What were some of your worst hiking experiences, and what aspects of the trail made the experience unpleasant?
- What do you feel is an ideal start-to-finish trail length?

The survey yielded 14 responses, offering a range of answers to the questions, with a notable amount of overlap between responses. Each distinct answer to the questions was added as a criterion, then the number of times a given criteria was mentioned was quantified and graphed, as displayed below in Figure 1:

**Figure 1**

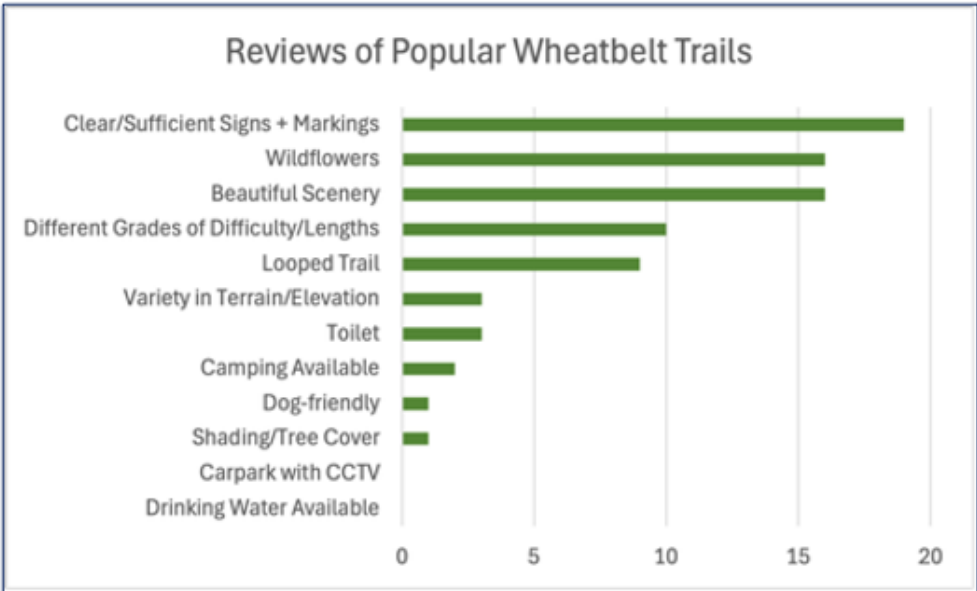
All survey responses visualised hierarchically, by order of trail features most frequently attributed to a positive hiking experience



A second, similar methodology was applied, wherein dozens of hiking trail reviews on the websites AllTrails and TripAdvisor were assessed and sorted by positive and negative features each review mentioned about the trail they described. Again, a criteria was assembled, based off of the most frequently mentioned features across all reviews, before being enumerated and graphed. Only reviews for trails located in the Wheatbelt were

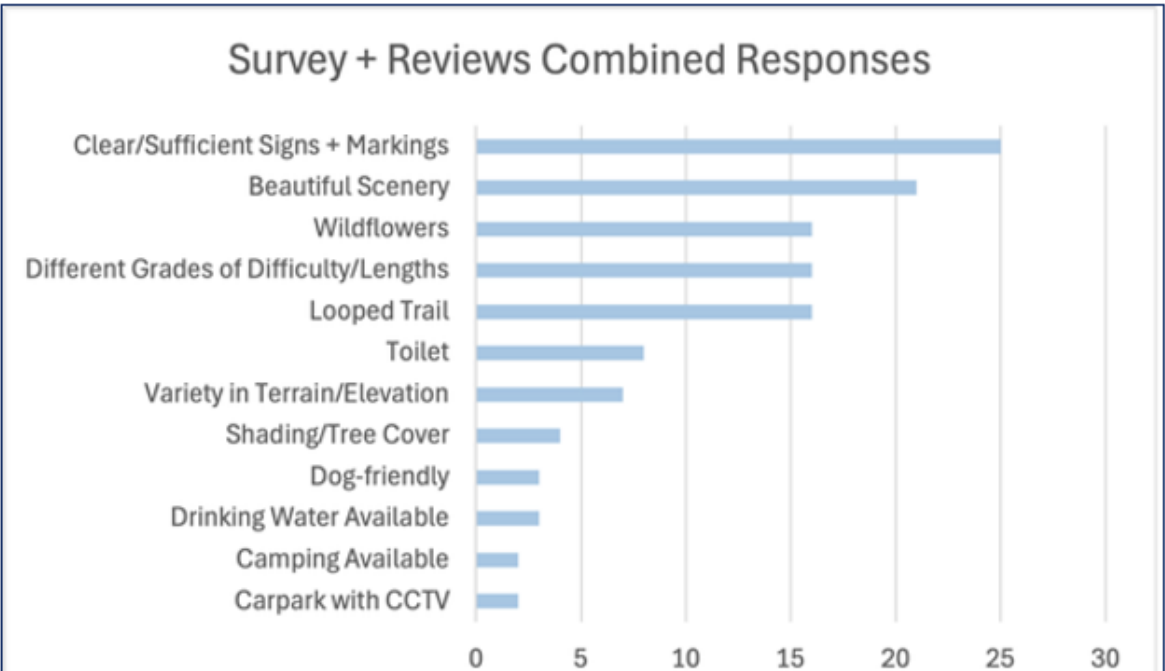
included. The graph displayed below (Figure 2) represents the data of 63 reviews from 28 different trails.

**Figure 2**  
Most frequently mentioned positive aspects/features of hiking trails in the Wheatbelt



The responses from both the survey and online reviews were then combined into one criteria/dataset and graphed, providing quite a substantiated understanding of the standards and elements that are required for a hiking trail to be deemed enjoyable and high-quality. Figure 3 below represents the integrated answers from a total of 77 respondents, detailing the most consistently appreciated aspects of a hiking trail:

**Figure 3**  
Survey & online reviews combined features of hiking trails that made for a positive experience





While hiking is unquestionably a subjective experience, based off of this multifaceted approach to ascertaining the most necessary features of a good hiking trail, it can be reasonably concluded that adequate signage, pleasing scenery, flora, having differing levels of difficulty available, and being looped are the most significant characteristics that define an exceptional hiking trail.

Some of the most reviewed/mentioned trails in both the survey responses and online reviews included *Kitty's Gorge*, Jarrahdale, *Woylie Walk*, Dryandra, *Lake Towerrining Circuit*, Moodiarrup, *Ochre Trail*, Dryandra, and a few select others. Below is a montage of images from these trails, for visual reference of such trails' conditions and aforementioned criteria:



Woylie Walk, Dryandra



Lake Towerrining Circuit, Moodiarrup





King Jarrah Circuit, Lane Poole



Ordinary Council Meeting  
Kitty's Gorge Trail, Jarrahdale





Ochre Trail, Dryandra

## **2.2 Assessment of Wait-Jen Trail**

Taking into consideration the descriptive and visual basis for an ideal hiking trail, an assessment of the Wait-Jen Trail was undertaken in order to determine any required clearing, installations, infrastructure, and/or other restorations.

Noting the criteria discussed in Figures 1 and 2, it was concluded that the Wait-Jen Trail has suffered extensive weathering, erosion, and overgrowth. Numerous lengthy sections of the trail were cluttered with fallen tree branches, littered with organic debris, or had become blanketed with weeds and other shrubs to the point where they were nearly imperceptible compared to the surrounding bush.

The entrance to and beginning of the trail was the most visible component of the 10.5km track. The entrance consists of a vehicle-width, gravel-laid track, preceded by a pergola containing informational signage on the indigenous cultural history of the area, as well as a picnic table. However, the signage on the pergola is cracked and sun-bleached and the picnic table is cracked and dilapidated.

For conciseness, the following montage contains photos from the visual assessment of the trail, annotated by the potential complications the trail presents:





- Informational signage is sun-bleached, wooden posts cracked with shakes, text has nearly entirely faded





- Remnants of old bridge crossing, majority of wooden structure missing or submerged under dry riverbed



- Fencing fallen over, with unwound wiring and unearthed posts



- Picnic table dilapidated, falling apart



- Entrance pergola signage and directional road signage as further examples of structural deterioration.





- Various sections of the trail became excessively sandy or scarcely visible, at points almost entirely fading back into the surrounding topsoil of the ground





Several  
guidance/direction  
markers proved difficult  
to locate when  
navigating the trail

## 2.3 Required Restorative Works

In tandem with the above complications, a series of capital works are proposed for a successful basic renewal of the trail, however, these are exclusively based off the criteria of Figures 1 and 2, as well as a solo visual assessment displayed in the above photo montage.

As evidenced in the conducted research and survey, the necessary works required for the Wait-Jen Trail depend on the available budget for undertaking such works, as well as what the defined standard for a 'successful restoration' looks like.

If the desired outcome for the trail is as ambitious as bolstering local tourism, increasing exposure to local businesses, improving environmental and education, and propelling the trail to the status of one of the Wheatbelt's prime and sought after hiking locations, then the required costs to do so will include the installation of extra infrastructure and facilities, such as a public toilet, multiple picnic tables, potential campsites, more educational

Positive Traits	Wait-Jen Trail
Clear/Sufficient Signs + Markings	✗
Beautiful Scenery	✓
Wildflowers	✓
Different Grades of Difficulty/Lengths	✗
Looped Trail	✗
Toilet	✗
Variety in Terrain/Elevation	✗
Shading/Tree Cover	✓
Dog-friendly	✓
Drinking Water Available	✗
Campsite Available	✗
Carpark with CCTV	✗

signage, dog bins, and major alterations to the trail's surface to accommodate all visitors (elderly, children, physically impaired, and so on.) Contrarily, if the set goal is to undergo essential restorations of the trail's visibility and existing signage, then the range of required works becomes much narrower and more affordable. Because of the variability in potential project options, multiple restoration scenarios will be later explored in this report.



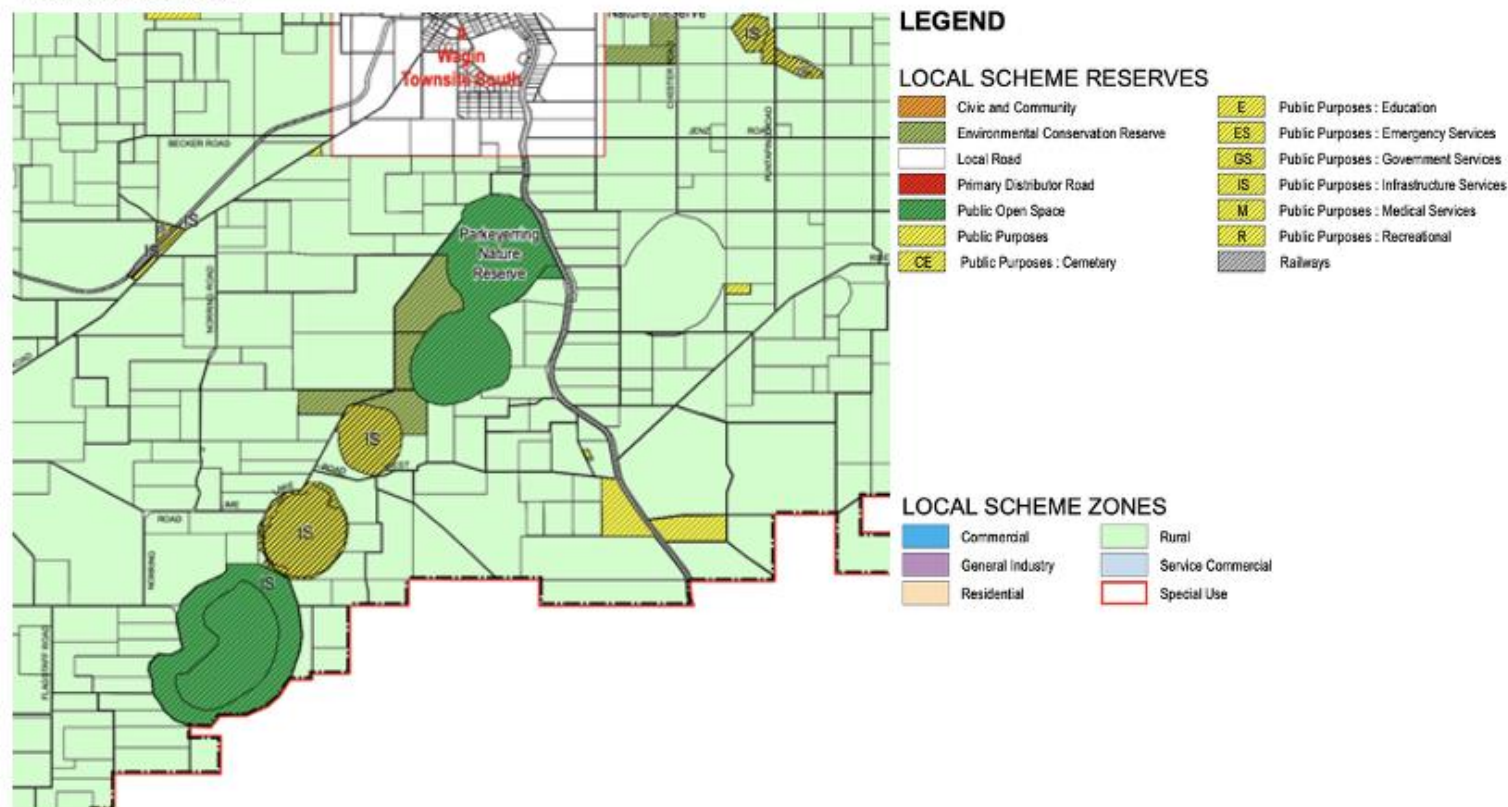
# 3. Wait-Jen Trail

## Circumstances

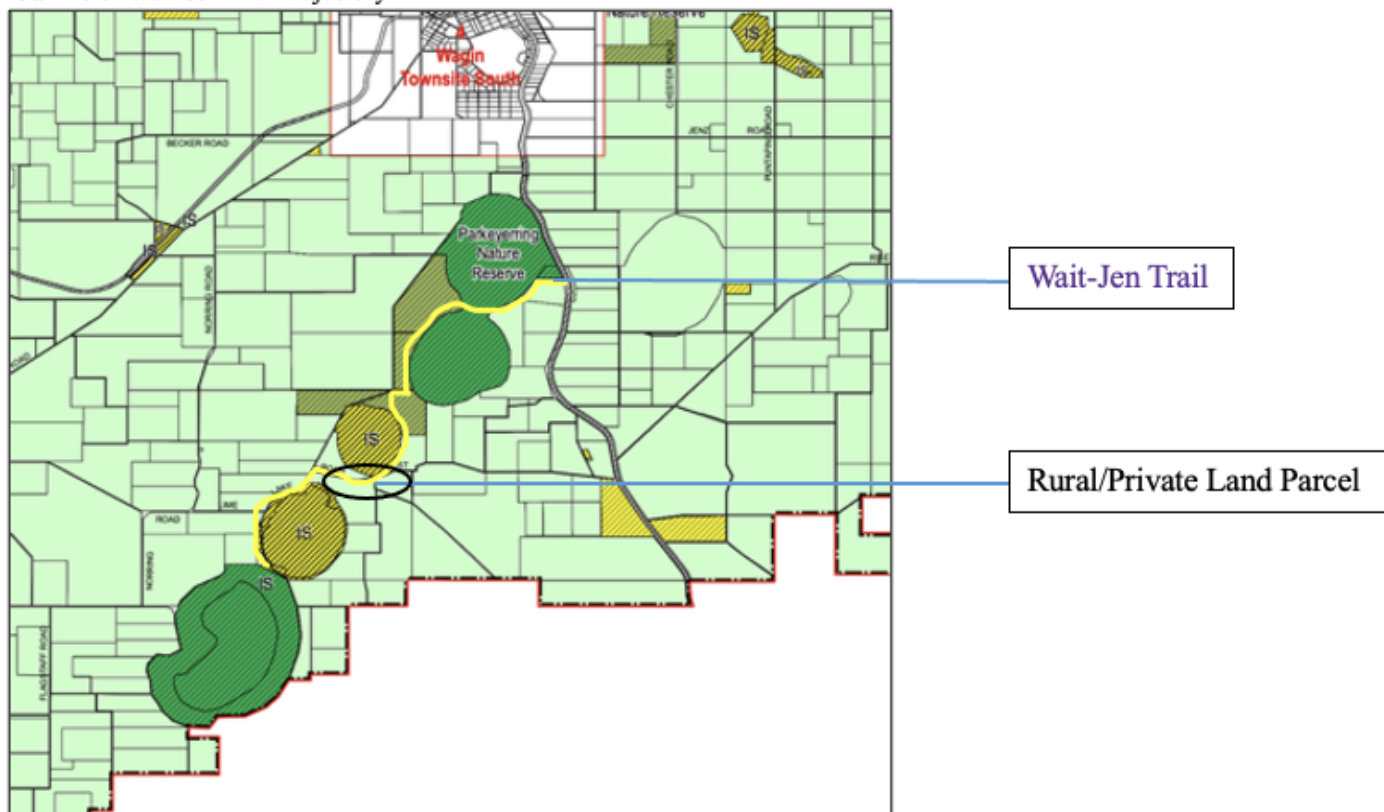
### 3.1 Tenure

The Wait-Jen Trail begins approximately 7km south of the Wagin townsite, off of the Great Southern Highway, where its entrance is situated in the Lake Parkeyerring Nature Reserve. The trail follows the fringes of the Parkeyerring, Quarbing and Little Norring lakes, all of which are situated in Crown land nature reserves, gazetted back in 1905, and managed by the Department of Biodiversity, Conservation and Attractions (DBCA). There is also a portion of the trail, near the bottom of Little Parkeyerring Lake, and between Lake Quarbing and Little Norring Lake (intersected by Lime Lake Road West) that transects Rural land parcels (privately owned). See Figures 3 and 4 for visual reference.

**Figure 3**  
Local Scheme Reserves and Land Parcels of Shire of Wagin and surrounds



**Figure 4**  
Outline of Wait-Jen Trail trajectory



It should be noted that the segment of the trail running through rural privately owned land will pose a significant challenge regarding logistics and legalities of renewal and ongoing maintenance, as well as other variations in tenure, such as the trail passing through or along roads managed by Main Roads WA, before dipping back into DBCA Nature Reserve land. These changes in tenure have been included in final consultation costs.

### 3.2 Terrain

Due to the trail's overall layout being low-lying and within catchments, as well as clinging to the fringes of the salt lakes for its majority, seasonality and weather fluctuations will play a marked part in any redevelopment efforts. With multiple sections of the trail passing through carved out stream and riverbeds that remain walkable during the dry season, the advent of wet season rain will certainly require the installation of pedestrian bridges and potentially warning signs for slippage, loose earth, and so on.

Additionally, while much of the trail remains a loamy soil, there are several extensive sections that are very sandy, to the point where recreational walking and vehicle access may prove to be troublesome and may present an insurmountable obstacle for the elderly or physically impaired (see Figure 5). This will likely require the sand's clearance and/or



displacement, as well as gravel sheeting to remedy this problem, which has been included in the cost analysis.

**Figure 5**

Photos taken from assessment of trail, exemplifying said high levels of sandiness



### 3.3 Environmental Considerations

When deliberating upon the capital works required for a prospective trail restoration, a thorough evaluation and strategy must take place. This is of particular importance regarding the Wheatbelt, Southwest and Great Southern regions, as they all comprise a global biodiversity hotspot, being home to a plethora of rare and engendered flora, fauna and fungi. According to the Native Vegetation Handbook for the Shire of Wagin (p. 9), there are three species that are considered rare and/or endangered flora currently found within the Shire:

- *Banksia oligantha*
- *Conostylis drummondii*
- *Leschenaultia pulvinaris*

Additionally, two species of flora which are thought to have become extinct were once found within the Shire.

According to the Roadside Vegetation and Conservation values in the Shire of Wagin (pp. 13-14), ten species of threatened/priority fauna have been recorded or sighted throughout the Shire. The likelihood that areas such as Parkeyerring Reserve contain one or more of these species means that when forming a master plan and calculating final costs,



**consultation with and assessment by ecologists, foresters, and other environmental scientists will be necessary.**

Furthermore, meetings and **consultancy with** representatives from the DBCA, Department of Fire and Emergency Services (DFES), and the Shire of Wagin will need to be carried out **regarding** possible updates or changes to **prescribed burning plans in and around Parkeyerring Reserve**, should any alterations to the trail's direction and/or clearing of bushland occur for restoration.

Reassessment of soil types, hydrology, fauna migration, and stream/river crossings will also need to be undertaken during the master planning stages as well.








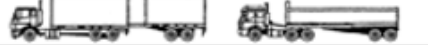



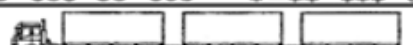
Finally, in **accordance with requirements detailed in the DBCA's Trail Development Series** (Part A: A Guide to the Trail Development Process), **mitigation strategies for the potential impact of *Phytophthora dieback* will need to be addressed**, which would involve hiring persons to analyse dieback distribution data and assess the risk of the disease's pervasion into the area. This would include tasks such as mapping and classifying the disease status of vegetation in the Reserve, and the identification and mapping of protectable and unprotectable areas.

### **3.4 Vehicle and Foot Traffic**

As there is no available/recorded pedestrian data from trail counters, quantifying the number of visitors to the trail each year can only be inferred from nearby traffic counter surveys, and based on the population of Wagin itself.

Traffic Counter data from two separate locations close to the Wait-Jen Trail was acquired and sorted. Each vehicle counted was categorised into a vehicle class, ranging from 1 to 12; one being a short vehicle, i.e. regular sedan, and 12 being a triple road-train. For the purpose of estimating potential visitors to the Wait-Jen trail, only vehicles ranging from classes 1 to 3 were included for data analysis, as vehicles classified any higher were assumed to be strictly commercial and not represent people who are likely to stop and visit the trail (See Figure 6).

**Figure 6. AUSTRROADS Vehicle Classification System**

Level 1 Length (indicative)	Level 2 Axles and Axle Groups		Level 3 Vehicle Type	AUSTRROADS Classification		
Type	Axes	Groups	Typical Description	Class	Parameters	Typical Configuration
LIGHT VEHICLES						
Short up to 5.5m		1 or 2	Short Sedan, Wagon, 4WD, Utility, Light Van, Bicycle, Motorcycle, etc	1	$d(1) \leq 3.2m$ and axles = 2	
	3, 4 or 5	3	Short - Towing Trailer, Caravan, Boat, etc	2	groups = 3 $d(1) \geq 2.1m$ , $d(1) \leq 3.2m$ , $d(2) \geq 2.1m$ and axles = 3, 4 or 5	
HEAVY VEHICLES						
Medium 5.5m to 14.5m	2	2	Two Axle Truck or Bus	3	$d(1) > 3.2m$ and axles = 2	
	3	2	Three Axle Truck or Bus	4	axles = 3 and groups = 2	
	> 3	2	Four Axle Truck	5	axles > 3 and groups = 2	
Long 11.5m to 19.0m	3	3	Three Axle Articulated Three axle articulated vehicle, or Rigid vehicle and trailer	6	$d(1) > 3.2m$ , axles = 3 and groups = 3	
	4	> 2	Four Axle Articulated Four axle articulated vehicle, or Rigid vehicle and trailer	7	$d(2) < 2.1m$ or $d(1) < 2.1m$ or $d(1) > 3.2m$ axles = 4 and groups > 2	
	5	> 2	Five Axle Articulated Five axle articulated vehicle, or Rigid vehicle and trailer	8	$d(2) < 2.1m$ or $d(1) < 2.1m$ or $d(1) > 3.2m$ axles = 5 and groups > 2	
	$\geq 6$	> 2	Six Axle Articulated Six axle articulated vehicle, or Rigid vehicle and trailer	9	axles = 6 and groups > 2 or axles > 6 and groups = 3	
Medium Combination 17.5m to 36.5m	> 6	4	B Double B Double, or Heavy truck and trailer	10	groups = 4 and axles > 6	
	> 6	5 or 6	Double Road Train Double road train, or Medium articulated vehicle and one dog trailer (M.A.D.)	11	groups = 5 or 6 and axles > 6	
Large Combination Over 35.0m	> 6	> 6	Triple Road Train Triple road train, or Heavy truck and three trailers	12	groups > 6 and axles > 6	

**Definitions:** Group: Axle group, where adjacent axles are less than 2.1m apart  
Groups: Number of axle groups  
Axes: Number of axles (maximum axle spacing of 10.0m)

$d(1)$ : Distance between first and second axle  
 $d(2)$ : Distance between second and third axle

From June 2022 to July 2023, Main Roads WA counted the weekly vehicle average on the Great Southern Highway, north of Scott Street at the main road entrance to/from the town of Wagin. The result was a weekly average of 664 vehicles. 505 (76.1%) vehicles were classes 1-3, while the remaining 159 (23.9%) were class 4 or above.

MetroCount conducted a daily vehicle classes count from the 12<sup>th</sup> – 25<sup>th</sup> of June 2024 at a point on Lime Lake Road West (LLRW), approximately 40m into the road after turning off of the Great Southern Highway.

A total of 103 vehicles were counted during this period, 92 (89.3%) of which were class 3 or lower. See Figure 7 for location reference. 1

GSH traffic = 505 cars/week. The trail turnoff is connected to the highway, meaning that the trail is visible and directly accessible to ~26,260 cars/year.

LLRW traffic = 7.36 cars/day, or ~2,686 cars/year.

Only a small fraction of vehicles are likely to stop and visit the trail and depending on the size and range of restorative works completed on the trail, conservative, moderate and

ambitious estimates for the fraction of people stopping to visit the trail has been prepared (see Table 1).

**Figure 7.** Locations of Traffic Counters, relative to Wait-Jen Trail



**Table 1.** Incremental estimates of annual visitors to Wait-Jen Trail

Scenario	Assumption	Calculation	Estimated Annual Visitors
Conservative/Base Case/Current	2% of LLRW cars 0.5% of GSH cars	$(2,686 \times 0.02) + (26,260 \times 0.005) = 54 + 131$	185
Moderate Increase	5% of LLRW cars 2% of GSH cars	$(2,686 \times 0.05) + (26,260 \times 0.02) = 134 + 525$	689
Ambitious Increase	8% of LLRW cars 5% of GSH cars	$(2,686 \times 0.08) + (26,260 \times 0.05) = 215 + 1,313$	1,528

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## 4. Cost-Benefit Analysis

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Conducting a Cost-Benefit Analysis (CBA) for the renewal of the Wait-Jen Trail using a traditional framework is complex and somewhat impractical because while the financial requirements for restoration are mostly direct, tangible costs, the return on investment (ROI) and potential benefits are almost entirely indirect or intangible. Moreover, because the Trail is a landmark and for recreational use, it does not constitute a business or have a direct revenue stream, further complicating the typical calculations used to yield a ROI.

However, an outline of the costs can be strongly reported and, by using inferred and/or potential indirect benefits from the trail, a clear comparison of costs and returns can be constructed.

### 4.1 Modelling Parameters

To account for the timing of the project's progress, as well as economic factors, basic modelling parameters were implemented into the analysis. Refer to Table 2 for the general appraisal parameters used.

**Table 2.** General Appraisal Parameters

Parameter	Value	Comment
Discount Rate	7%	WA/local government standard rate
Project Period	10 years	10 years inclusive of ongoing maintenance and benefits gained.
Base Year	FY2026	Hypothetical start time of project construction



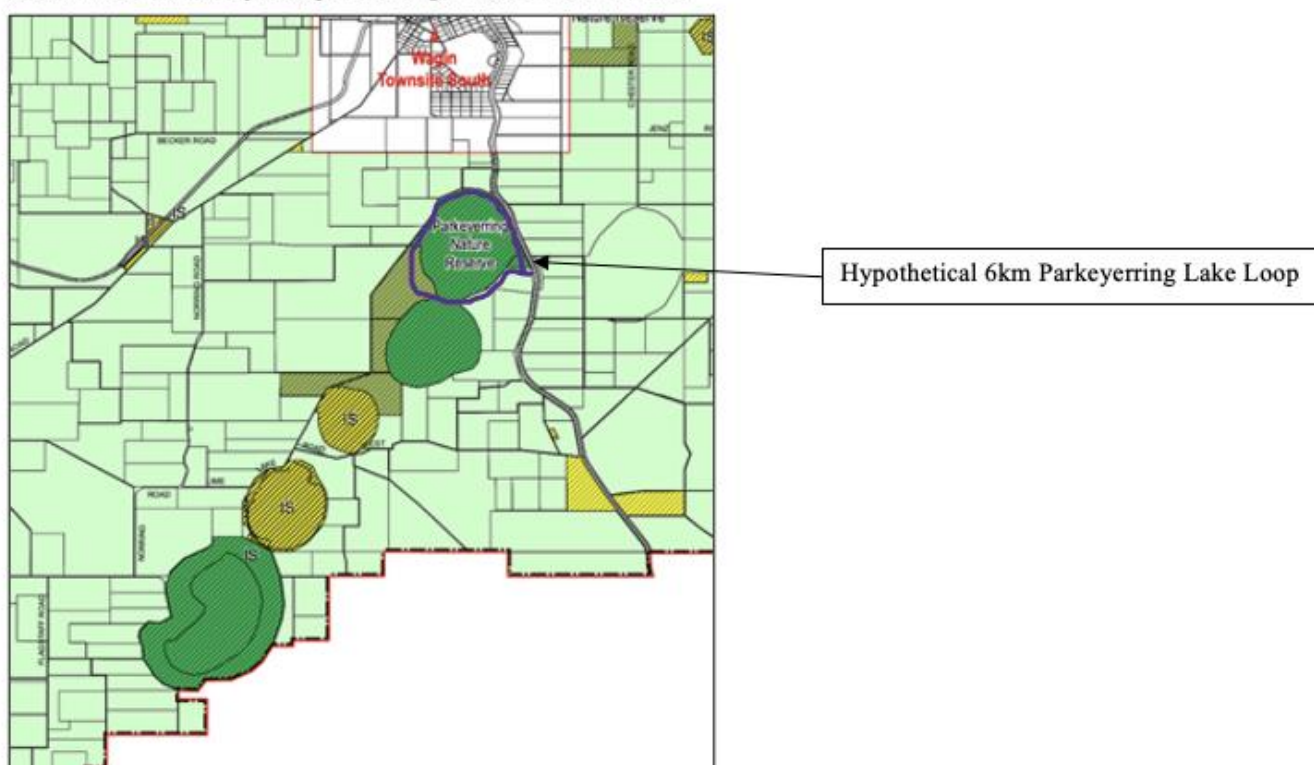
## 4.2 Project Options

Following initial research, trail evaluation, and breakdown of all costs for renewal of the trail, the project has been compartmentalised into three distinct project outcomes/plans:

1. Base case scenario (no project)
2. Parkeyerring Lake Loop (6km trail)
3. Full restoration of entire Wait-Jen Trail (10.5km)

The base case is used as the counterfactual for comparing the trail restoration efforts against. As will become evident in the cost breakdown and net benefit sections, an additional hypothetical project proposal has been included, which would entail the expansion of the trail to follow the circumference of Parkeyerring Lake, forming a shorter looped trail of ~6km, before finishing back at the entrance of the track (see Figure 8). This is would both reflect the public desire outlined in Figures 1 and 2 for an ideal trail that provides a more accessible, shorter, looped trail, but would also minimise costs, as a large portion of the capital works costs are quoted by square meter. Additionally, shortening and circuiting the trail would avoid the trail transecting into privately owned farmland, as mentioned earlier.

**Figure 8.** Hypothetical circuit map of a restored/expanded, but overall shorter, Parkeyerring Lake loops of the Wait-Jen Trail



### 4.3 Cost Breakdown

Note: For the sake of clarity and conciseness, only the final costs (including GST) for all quotes, supplies, consultations and labour have been included (as opposed to listing full cost breakdown, i.e. audit fees, transport, components of an item, etc.). The quote documents themselves with an extensive price breakdown can be found attached to the email with which this report was sent.

#### Direct (Capital) Costs:

- Interpretive sign replacement (12 signs) [Quote from RayFord Signs]: **\$3,904.78**
- Gravel sheeting and debris clearance [Quote from ThreeChilliesDesign]:
  - Gravel laying for 1m wide trail = **\$105/m<sup>2</sup>**
  - Cost of clearing woody debris, widening sections of trail, removal of overgrown weeds along trail: **\$6.20/m<sup>2</sup>**
- Supply of crushed rock (gravel) [Quote from Cowara Contractors PTY LTD]
  - Limestone rubble: **\$120/m<sup>2</sup>**
  - 12mm cracked gravels: **\$240/m<sup>2</sup>**
  - Delivery to Wagin (6-wheeler): **\$1,140**
- Clearance and gravel sheeting [Quote from LozTrails]
  - Trail audit: **\$5/m<sup>2</sup>**
  - New trail design: **\$10/m<sup>2</sup>**
  - Construction of new trail: **\$30 - \$50/m<sup>2</sup>**
  - Slash vegetation with small skid steer loader: **\$5 - \$10 p/m**
  - Refurbish existing trail with skid steer or mini excavator: **\$20 - \$40 p/m**
- [Quote from Open Trails Australia]
  - Compacted rubble trail at 150mm thick: **\$50/m<sup>2</sup>**
  - Replacement of interpretive signs + designing new ones: **\$980/sign**  
12 signs required = **\$11,760 total**
  - Clearing woody debris, widening sections of trail, removal of overgrown weeds: **\$3,800/day of labour**
  - Installation of new guidance/directional signposts:
    - o 100 x 100mm White Cyprus Pine termite resistant hardwood posts: **\$255/sign**
    - o 200 x 45mm White Cyprus Pine termite resistant hardwood posts: **\$295/sign**

- 100mm wide FlexiSteel powder coated posts: **\$110/sign**  
(Assuming one directional/guidance signpost every kilometre)
- Pre-assembled 2m wooden pedestrian bridge: \$1,428.90 ea.
  - Delivery to Wagin: \$50
  - 3 required = **\$4,336.70 total**
- Supply, delivery, installation of wooden picnic table at entrance of trail (Based on Shire of Beverly & Shire of Williams public works budgets):
  - 2 x tables optimal: **\$4000 - \$5,000 total**
- Dog waste bin + bag dispenser:
  - = **\$850 - \$1,300 total/bin**
- [Quote from ~~Corsign~~ [CORSIGN](#)]
- MR-VAD-1 Standard tourist turnoff sign, aluminium, non-reflective:
  - 2 x signs (heading north/south on GSH) = **\$3,100 total**

### **Indirect and Ongoing Costs:**

- Bin emptying (dog bins): ~**\$350/year**
- Herbicide application for weed-killing and prevention:

Most broad range, indiscriminate herbicides tend to average as low as \$60/ha. However, due to the sensitivity of the habitats, flora and fauna surrounding the trail, selective and time-sensitive herbicides will likely be necessary, which average approximately \$350/ha. The Wait-Jen Trail's length = 10.5km, therefore;

10.5km length = 1.05ha area = \$367.50

Adding 5% to account for spillage and other excesses = \$385.87 per application.

Herbicide reapplication typically recommended after ~2 months

**= \$2,315.22/year**

- Trail Maintenance (vegetation clearing, erosion control, condition checks: **\$1,500/year**



### Safety & Compliance:

- Fire risk mitigation: ~\$1,500 for preparation, every 2-3 years  
= ~\$500/year average
- *Phytophthora dieback* mitigation:
  - Data analysis
  - Boot brush
  - Installation/upkeep of hygiene signage= ~\$500/year

## 4.4 Final Cost Summaries

### Capital (direct/upfront) costs summary:

Cost Component	Parkeyerring Lake 6km Loop	Extant 10.5km Wait-Jen Trail
Trail surface, gravel, clearing (avg. \$55/m <sup>2</sup> )	\$330,000	\$577,500
Trail design & audit (\$15/m <sup>2</sup> )	\$90,000	\$157,500
Bridges (3 units)	\$4,336.70	\$4336.70
Interpretive signage (12 units)	\$11,760	\$11,760
Directional signage	\$1,800 (6 signs)	\$2,500 (10 signs)
Picnic tables (2 units)	\$4,500	\$4,500
Dog bin + dispenser	\$1,000	\$1,000
Roadside tourism signage (2 signs)	\$3,100	\$3,100
<b>Total(s)</b>	<b>\$446,496</b>	<b>\$762,196</b>

### Consultancy & Compliance Costs (One-Off + Avg.)

Requirement	Cost	Frequency
Phytophthora dieback risk mitigation strategy	\$1,500	One-off + upkeep
Flora/fauna ecological survey	\$5,000	One-off
Trail impact assessment (environmental)	\$3,500	One-off
Stakeholder/landholder consultation	\$2,000	One-off
Consultation with local Aboriginal community	\$3,000	One-off
<b>Total</b>	<b>\$15,000</b>	

### Ongoing Costs (Annual)

Requirement	Annual Cost	Notes
Trail maintenance	\$1,500	Surfaces, fallen branches, condition inspection
Bin servicing	\$350	Removal of dog bin waste (should one be installed)
Weed/herbicide spraying	\$1,323 (6 km) / \$2,315 (10.5 km)	Cost for 6 x applications per year
Fire risk mitigation/prescribed burning schemes	\$4,173 / \$5,665	Boot brush, signage, planning updates
<b>Total</b> (Discounted 10-year NPV) at 7%	<b>6km Loop = \$29,374</b> <b>10.5km trail = \$39,887</b>	NPV = Net Present Value at a 7% Discount Rate

### Overall costs:

The total combined cost estimate for a 6km Parkeyerring Lake Loop = **\$490,871**

The total combined cost estimate for current 10.5km trail = **\$817,084**

## 4.5 Benefit Estimates

As the Wait-Jen Trail does not charge an admission fee and is intended as a publicly accessible nature/cultural trail, direct revenue generation is not applicable. Therefore, visitor-derived benefits have been estimated using the proxy method of estimating local economic stimulation through visitor spending.

Visitor benefits are quantified by estimating how much trail users are likely to spend in the Shire of Wagin during or around their visit. This may include:

- Fuel purchases
- Food, beverage, other hospitality (local cafés, roadhouses, pubs, etc.)
- Basic supplies (water, snacks, gear)
- Additional stops in town (e.g., bakery, hotel, swimming pool, local club)

The monetary visitor benefits are then calculated relative to the calculated portions of road potential visitors per year. Based on conservative regional tourism benchmark figures, and previous rural tourism studies, an **average visitor spend of \$25/person is presumed** when numericizing/monetising benefits (see Table 3)

**Table 3.** Estimated visitors per year and subsequent monetary benefit for each trail restoration scenario.

Scenario	Visitors/Year	10-Year Discounted Value
Base case	\$0	~ \$32,000
6km Parkeyerring Loop	1,528	~ \$263,000
Entire 10.5km Wait-Jen Trail	689	~ \$118,500

**Table 4.** Final CBA Comparison Table

Scenario	Capital cost	Consultancy	Ongoing costs (NPV)	Total cost (NPV)	Benefit (NPV)	Net benefit
Base case	\$0	\$0	\$0	\$0	\$32,000	+\$32,000
6km Parkeyerring Loop	\$446,497	\$15,000	\$29,374	\$490,871	\$263,000	-\$227,871
Entire Wait-Jen Trail	\$762,197	\$15,000	\$39,887	\$817,084	\$118,500	-\$698,584

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## 5. Funding

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While both the 6km Parkeyerring Lake Loop and full 10.5km Wait-Jen Trail renewal proposals resulted in unprecedentedly high costs, there are still numerous funding options available to potentially alleviate the financial burden on the Shire for undertaking such work.

### **Community Trail Planning Grants Program**

- Provides **up to \$50,000** for programs that support the DBCA's Trail Development Process.
- Funding rounds delegated in 2024, 2025; expected to reoccur in 2026.
- Both community organisations and local governments are eligible to apply, where funding can be used for consultant fees, venue and equipment hire, interstate and intrastate travel and accommodation costs related to the development of the trail plan, transport costs, advertising and publishing.

### **WA Hiking Participation Grants Program**

- Grants from **\$5,000 to \$25,000** available
- Can be used for project-based staffing costs, venue and equipment hire, travel costs, transport costs.

### **Regional Economic Development (RED) Grants**

- **Provides up to \$250,000**
- However,* the eligibility criteria for this grant requires that applicants are able to demonstrate how their project meets one of the following growth and economic development goals:
- Sustainable jobs
  - Expanding or diversifying industry
  - Developing skills or capabilities
  - **Attracting new investment in the region**
  - Increasing productivity

Applicants must also be able to meet ongoing operating and maintenance costs following the conclusion of the grant funding.

### **Lotterywest Arts and Culture Infrastructure Grants**

- Grants typically **between \$50,000 and \$300,000**
- The following would be considered for support to existing facilities or spaces:
  - Upgrades to minor capital works
  - Equipment
  - Technology

Outcomes that the grants seek to support:

- **Enhanced community participation, inclusion and wellbeing and experience**
- Increased capacity for sharing knowledge and developing new skills
- Greater efficiency and functionality for organisations **to deliver arts and culture activities**
- **Sustainable solutions and opportunities to share spaces.**
- **Improved community access to cultural and creative spaces and activities**

Based off of the most relevant and eligible criteria applicable to the Wait-Jen Trail and depending on the decided upon usage for and recreations for it, should an official proposal for a master plan and restoration of the trail occur, it is **reasonable to expect grant funding between \$300,000 and \$625,000.**

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## **6. Discussion and Recommendations**

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The Wait-Jen Trail renewal presents a strategic opportunity for the Shire of Wagin to enhance environmental access, cultural interpretation, and community wellbeing through the restoration of a historically, indigenously, and ecologically significant recreational trail. This report compared three scenarios: leaving the trail in its current condition (Base Case), constructing a 6km Parkeyerring Lake loop trail, and restoring the full 10.5km length of the Wait-Jen Trail.



## 6.1 Interpretation of Results

While neither restoration option yields a positive Net Present Value (NPV) when measured against direct visitor spending alone, this result is not unexpected. Recreational infrastructure, particularly in regional areas, is rarely revenue-generating. Instead, the value proposition lies in its capacity to support indirect economic activity (e.g., visitor spending in town).

Furthermore, it is important to acknowledge that many benefits associated with trail renewal are non-financial and not readily monetised in this analysis. These include:

- Improved community health and wellbeing through accessible, nature-based recreation.
- Opportunities for Noongar cultural education, awareness and reconciliation efforts.
- Enhanced youth engagement.
- Greater environmental awareness and stewardship of the Parkeyerring Reserve – and by extension the Wheatbelt as a whole – habitats and ecosystems.

The **6 km Parkeyerring Lake Loop** presents the more cost-efficient and environmentally manageable option, providing a significant uplift in visitation and local economic activity without the larger capital burden of the full trail. It also encircles Parkeyerring Lake, a site of ecological and indigenous cultural significance, offering a focused opportunity for education, cultural tourism and conservation. This option was deemed to attract significantly more visitors than a restoration of the 10.5km trail because it checks off more of the crucial criteria for an appealing and popular trail, as per the discussions in sections 2.1 and 2.2. This scenario would provide to the public a looped trail, shorter length (more advantageous for families, elderly, time-sensitive, and/or physically impaired people) and a scenic guide around Parkeyerring Lake (See Tables 5 and 6 for scenario criteria comparisons).

The **10.5 km full restoration** would deliver the highest benefit in terms of potential strategic alignment with regional trails networks, conformity to values and wishes of local indigenous groups, and avid, long-distance hikers. However, it also requires significantly more funding and long-term maintenance, would remain a one-way trail, and would appeal to a smaller demographic of the public, necessitating a highly robust grant, partnership, and marketing strategy.

**Table 5. Base Case Criteria (Current trail)**

Positive Traits	Wait-Jen Trail
Clear/Sufficient Signs + Markings	✗
Beautiful Scenery	✓
Wildflowers	✓✗
Different Grades of Difficulty/Lengths	✗
Looped Trail	✗
Toilet	✗
Variety in Terrain/Elevation	✗
Shading/Tree Cover	✓
Dog-friendly	✓
Drinking Water Available	✗
Campsite Available	✗
Carpark with CCTV	✗

**Table 6. 6km Parkeyerring Lake Scenario**

Positive Traits	Wait-Jen Trail
Clear/Sufficient Signs + Markings	✓
Beautiful Scenery	✓
Wildflowers	✓✗
Different Grades of Difficulty/Lengths	✓
Looped Trail	✓
Toilet	✗
Variety in Terrain/Elevation	✓
Shading/Tree Cover	✓
Dog-friendly	✓
Drinking Water Available	✗
Campsite Available	?
Carpark with CCTV	✗

### Funding Outlook and Viability

Crucially, the scale of cost required for either trail option — particularly the full 10.5km route — becomes far more viable when external funding is considered. Based on eligibility, scope, and the trail's alignment with social, environmental, and cultural goals, the following grant programs present realistic and complementary sources of funding (as mentioned):

- **Lotterywest Arts and Culture Infrastructure Grants** (\$50,000–\$300,000)
- **Regional Economic Development (RED) Grants** (up to \$250,000)
- **WA Hiking Participation Grants** (\$5,000–\$25,000)
- **Community Trail Planning Grants Program** (up to \$50,000)

Given the aforementioned goals, purposes and outcomes of the trail's renewal, it is again feasible to estimate a **combined grant funding range between \$300,000 and \$625,000** for

a fully developed master plan and staged implementation. This would significantly reduce the net cost to the Shire, especially if pursued as a partnership-led project.

## **6.2 Final Recommendations**

It is recommended that the Shire of Wagin consider formal planning for a variation of the proposed Parkeyerring Lake Loop of the Wait-Jen Trail as a staged first phase, before initiating any relevant planning and participation grants. This segment offers the greatest cost-benefit efficiency and lowest environmental impact, while still delivering measurable visitation increases and aligning with cultural and ecological preservation goals.

It is also advisable that the Shire should begin development of a comprehensive master plan for the full 10.5km Wait-Jen Trail, inclusive of:

- Cultural and environmental assessments
- A clear trail design and materials strategy
- Community and stakeholder consultation

This master plan would provide the foundation for larger-scale funding applications, enabling a future full-trail restoration with minimal financial burden on the Shire, and would prevent further deterioration and higher costs in the future. A staged approach, underpinned by well-aligned funding streams, offers the best path forward to reinstate the Wait-Jen Trail as a meaningful, accessible, and sustainable community asset for Wagin and the wider Wheatbelt region.

[All sources used for research, finance and data gathering can be provided upon request]



## **REVIVING HISTORY & REALISING OPPORTUNITY**

### **Commercial Prospectus for the Old Roads Board Building**



## **INVEST IN WAGIN ROAD BOARD**

**EXCITING COMMERCIAL  
OPPORTUNITY**



## 1. Introduction

The Shire of Wagin is pleased to offer a rare opportunity for private business investment in a heritage-listed commercial site, the historic Old Roads Board Building, located at 1 Trent Street, Wagin. Built in 1912, this architecturally significant structure previously served as a local library and now stands ready for revitalisation.

Strategically located at the intersection of Great Southern Highway (State Route 107) and Trent Street, this building lies at the core of Wagin's town centre, forming part of the key commercial and civic axis. Its commanding position on the only east-west freight and tourism corridor through this part of Western Australia ensures consistent, diverse traffic from daily commuters to interstate tourists.

With increasing regional tourism and economic decentralisation, the site offers strong forward-looking potential and a unique opportunity to participate in the next wave of rural commercial revitalisation.

## 2. Strategic Location & Infrastructure

### Site Metrics

- **Building footprint:** 107 sqm
- **Total lot size:** 1,012 sqm
- **Additional truck and car parking provided by the Shire:** 2,778 sqm





## Site Advantages

- Located on State Route 107 — the sole major transport artery between major wheatbelt and southern WA regions (e.g. Katanning, Narrogin, Albany, Lake Grace)
- In the geographic and civic heart of Wagin, surrounded by council offices, museums, a fuel station, and shopping precincts
- Directly opposite a busy roadhouse/fuel station, enhancing impulse footfall
- Immediate access to a newly constructed 24/7 toilet block
- Three high-quality outdoor bench sets with steel roofing, already installed by the Shire for customer use
- Recently developed sealed parking for up to 20-metre vehicles, perfect for RVs, caravans, and long-haul trucks
- Existing shade trees and excellent street-facing visibility

Wagin's role as a gateway town means that visitors to national attractions such as Wave Rock, Dryandra Woodland, and Albany's southern coast often pass directly through. This presents a reliable customer base for well-positioned service and lifestyle businesses.





### 3. Ownership & Entry Options

The property is currently held by the State Government and is zoned for public use. The Shire of Wagin has proactively initiated rezoning to commercial use, clearing one of the most significant bureaucratic hurdles.

#### Two Flexible Pathways:

##### 1. Direct Purchase by Business:

Acquire the land directly from the State Government (~\$50,000) and own the site in freehold.

##### 2. Shire Purchase & Lease Model:

The Shire may acquire the land on behalf of the tenant and offer a custom lease agreement, negotiated in the tenant's favour, making it highly affordable and low risk.

This flexibility allows for both owner-operators and lease-based businesses to confidently consider this opportunity.

### 4. Project Readiness & Cost Expectations

Over \$30,000 in critical upgrades and services have already been delivered by the Shire to make this a "plug-and-play" commercial property. These investments eliminate many of the usual barriers to activating heritage sites.

#### Key upgrades include:

- Flooring preparation and engineered timber installation
- Internal and external LED lighting



- Windows, doors, and access repairs
- Plumbing checks and minor compliance work
- Safety systems and fire equipment
- Pest control and deep cleaning
- Building and asbestos inspections
- Promotional signage and minor branding assets

### **Expected Additional Costs for Business**

Prospective tenants or owners may only need to fund:

- Specific fit-out (e.g. café kitchen, retail shelves, or gallery hanging systems)
- Minor branding or POS equipment
- Furnishing and business-specific styling

## **5. Traffic & Demand Analysis**

A full-scale vehicle traffic analysis was conducted by the intern team using SPSS and paired sample t-tests to examine average daily flow and directional volume. Data was gathered over multiple days on both sides of the building.

### **Key Insights:**

- Average 1,474 vehicles per day, with symmetrical inflow/outflow volumes
- Large share of commercial traffic (trucks, caravans, service vehicles)
- Strong linearity and reliability in traffic excellent for repeat customer capture
- Proximity to fuel station and public toilets increases spontaneous customer stops



Residents also expressed a strong desire for social or artistic spaces, validating both community and economic value.

## **6. Business Suitability & Comparative Potential**

Using demand analysis, traffic data, and stakeholder interviews, we compared the viability of multiple business models for the space. Top options include:

### **Art Café**

- Combines creative expression with food/beverage
- Already requested by residents during interviews
- Outdoor seating already available, minimal modification needed

### **General Café / Takeaway Deli**

- Targets truckers, tradies, and residents
- Easy setup using existing benches and street exposure
- Room for takeaway and mobile ordering strategy

### **Creative Studio / Artisan Gallery**

- Low fit-out requirement
- High potential for grant funding (cultural tourism)
- Good weekend foot traffic from passing travellers

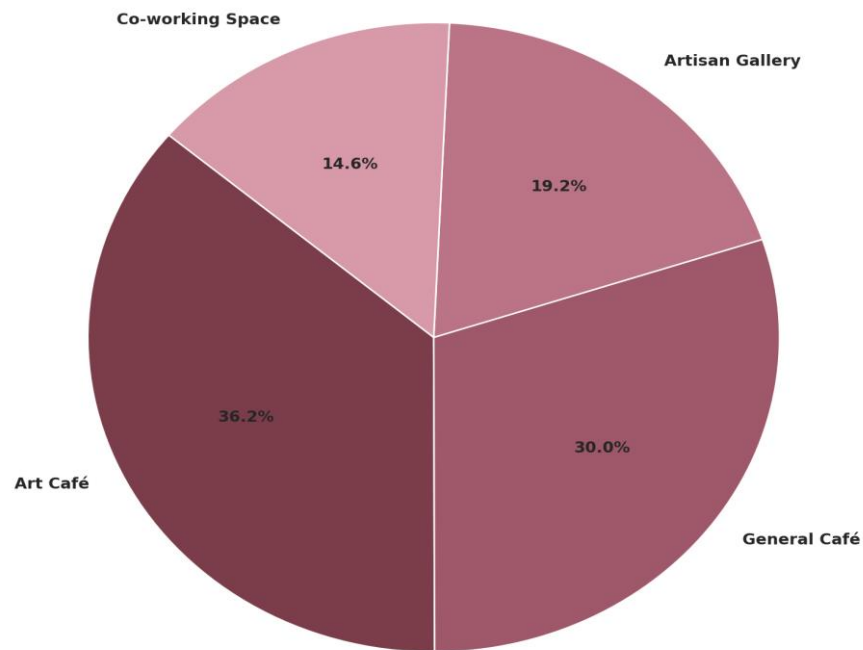
### **Consulting / Office Share / Mixed Use**

- Could combine with gallery, coffee, or boutique retail
- Wi-Fi-enabled space for remote workers



- Differentiated offering in a rural town

**Projected Year 1 Revenue by Business Type**



## 7. Marketing Strategy for Tenancy Success

A robust and forward-thinking marketing framework has been developed to attract the right operator.

### Segmentation

- Urban escapees
- Young entrepreneurs
- Regional lifestyle brands





- Boutique food/art operators

## Targeting

- Instagram/Facebook regional campaign
- Listing in WA investment and rural business directories
- Direct outreach via economic development boards

## Positioning

- “Operate from history with a 21st-century edge”
- Emphasis on charm, low-entry cost, infrastructure, and regional potential

## Tactical Execution

- Launch PR in conjunction with local events
- Media kit & branded visuals provided to new tenants
- Custom lease option brochure prepared for serious inquiries

## 8. Conclusion: Ready for the Right Partner

The Old Roads Board Building offers rare trifecta: heritage prestige, prime location, and commercial readiness.

With:

- **Shire-funded upgrades already completed**
- **Two clear pathways to tenure**
- **Extensive supporting infrastructure in place**
- **Consistent traffic and visibility**



- **Outdoor and hygiene amenities fully ready**

...the building stands ready for an operator to write its next chapter.

We invite interested parties to **contact the Shire of Wagin** to arrange a viewing, discuss lease terms, or explore acquisition options. Let's bring this historical asset back to life as a beacon of commerce, culture, and community.

For all expressions of interest, property viewings, or further information regarding commercial leasing or acquisition:

**Dr Kenneth Parker**

Chief Executive Officer

**Shire of Wagin**

1 Arthur Road, Wagin WA 6315

(08) 9861 1177

[ceo@wagin.wa.gov.au](mailto:ceo@wagin.wa.gov.au)

[www.wagin.wa.gov.au](http://www.wagin.wa.gov.au)



## **Old Roads Board Building Redevelopment**

### **Cost & Feasibility Report**

The **Old Roads Board Building**, located at 1 Trent Street, Wagin, is currently zoned for public purposes and under the ownership of the State Government. The Shire of Wagin is exploring the acquisition and adaptive reuse of the building to stimulate local economic activity, attract commercial interest, and preserve the historical significance of the structure.

#### **1. Acquisition & Planning: \$52,000**

- Land Purchase: \$50,000 is allocated to transfer the title of 1 Trent Street from the State Government to the Shire of Wagin.
- Zoning Change Application: \$2,000 is the standard fee in WA to change land use from "Public Purpose" to "Commercial Use".

These steps are legally required before any development or leasing can begin. Without zoning change approval, the building cannot be occupied commercially, so this category forms the legal and procedural foundation for the project.

#### **2. Renovation & Readiness: \$25,628**

This section addresses all structural, visual, and operational upgrades required to make the space commercially viable. These upgrades are focused on baseline standards that improve tenantability across multiple business types:

- Flooring:
  - Removal of existing floor: \$810 for 9 hours of professional labor at \$90/hour.
  - Concrete grinding: \$2,280 to prepare the surface for new flooring (107 sqm total area).
  - Engineered Timber Flooring: \$17,220 for supply and installation of Verity Oak 14mm timber, a durable and visually appealing finish suitable for hospitality, retail, or office use.



- Whitewashing: \$1,550 has been allocated for minor external and selective internal repainting, enhancing visual appeal for prospective tenants and the public.
- Deep Cleaning after all restorations: \$428 to includes odour removal, full surface sanitisation, and presentation preparation
- Lighting Upgrades:
  - Interior lighting: \$550 for 5 LED lights and fittings to improve visibility and presentation.
  - Exterior security/flood lights: \$300 to improve safety, night-time visibility, and public compliance.
- General Repairs:
  - Door repairs & new locks: \$450 for three main entry points to ensure security.
  - Window cleaning/replacement: \$600 to restore transparency and functionality.
- Plumbing Inspection: \$400 to ensure drainage, piping, and water systems are functional. While no current issues exist, a check ensures regulatory compliance before leasing.
- Transport Fee: \$140 for delivery of materials and equipment by regional contractor (Katanning).
- Labour Cost: \$900 for the whole installation process.

Together, these renovations ensure the space is structurally sound, visually ready, and functionally complete for tenant occupation.

### **3. Fire & Safety Compliance: \$1,100**

- Additional Fire Extinguisher: \$200 to ensure compliance with fire safety codes (minimum two units).
- Smoke Detectors & Exit Signage: \$550 to meet occupational safety standards for WA businesses.
- Fire Safety Certification: \$350 for inspection and issuance of compliance documentation by DFES or the local Shire's building surveyor.

These items are legally mandated under the Building Code of Australia (BCA) for any commercial tenancy and must be installed before occupancy.



#### **4. Due Diligence & Assessment: \$2,986**

- Building Inspection Report: \$800 to assess structural soundness, roofing, utilities, and general compliance.
- Asbestos Audit: \$1,000 to confirm or rule out the presence of asbestos, common in older public buildings.
- Pest Control Inspection: \$330 incl. Gst for a maintenance quote.
- Pest Control Treatment: \$8\*107 sq.m : \$856 for a general spray targeting spiders and ants (common in older buildings) and to ensure safety, hygiene and compliance for future tenants

These reports are essential for risk management, insurance approval, and tenancy readiness, and may also be required as part of the leasing disclosure process.

#### **5. Advertising & Promotion: \$1700**

- A lean yet effective promotional strategy including:
  - One-time newspaper listing in the Wagin area like WoolPress, Australia & Narrogin Observer.
  - Sponsored Facebook or Instagram posts targeting small business owners and creatives in the Great Southern region.
  - Listing in regional business directories.
- A burgundy board for the business at the start of the town.

This budget supports the circulation of the upcoming investment prospectus, giving the Shire a chance to publicly promote the building to potential tenants or creative ventures.

#### **6. Contingency & Miscellaneous: \$1,000**

- Covers unforeseen repairs, small equipment needs, or administrative costs not yet defined.
- Provides budget flexibility without needing further approvals or fund reallocations during the preparation stage.





## **Project Cost Breakdown**

<b>Category</b>	<b>Description</b>	<b>Estimated Cost (\$ AUD)</b>
<b>1. Acquisition &amp; Planning</b>	Land Purchase – 1 Trent St (State Government)	\$50,000
	Zoning Change Application (Public to Commercial)	\$2,000
<b>2. Renovation &amp; Readiness</b>	Flooring Removal Labor – 9 hrs @ \$90/hr	\$810
	Plumbing Inspection – Check for leaks and pipe condition	\$400
	Concrete Grinding – \$21.3/ sq.m for 107 sqm	\$2,280
	Engineered Timber Flooring – Verity Oak 14mm on underlay incl. trims	\$17,220
	Transport Fee – Katanning Furnishings	\$140
	Whitewashing – Reduced exterior + some interior	\$1,550
	Light Installations – 5 LED lights with fittings (indoor)	\$550
	Outdoor Lighting – 2 wall- mounted security/flood lights	\$300



	Door Repairs – 3 doors incl. new locks	\$450
	Window Repairs – Glass cleaning/replacement as needed	\$600
	Deep Cleaning	\$ 428
	Labour for all the installations \$90/hr @ 10hrs	\$900
<b>3. Compliance (Fire &amp; Safety)</b>	Fire Extinguishers – Add 1 more to existing unit	\$200
	Exit Signage & Smoke Alarms	\$550
	Fire Safety Certification (DFES/Council)	\$350
<b>4. Due Diligence &amp; Assessment</b>	Building Inspection Report	\$800
	Asbestos Audit	\$1,000
	Pest Control Inspection	\$330
	Pest Control \$8 per sq.m @107 sq. m	\$856
<b>5. Advertising &amp; Promotion</b>	Prospectus Advertising (Local + Digital)	\$500
	Marketing Board at the Beginning of the town	\$1200
<b>6. Contingency &amp; Miscellaneous</b>	Allowance for unforeseen expenses, minor repairs, or administrative costs	\$1,000
<b>TOTAL</b>		<b>\$84,414</b>





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## **FROM HERITAGE TO OPPORTUNITY**

### **ANALYTICAL REVIEW OF THE OLD ROADS BOARD BUILDING**

#### **1. Executive Summary**

This report delivers a comprehensive data-driven evaluation of the Old Roads Board Building at 1 Trent Street, Wagin. It incorporates vehicle traffic analysis, cost-benefit estimates, SPSS statistical testing, stakeholder engagement, and site-specific insights to advise the Shire of Wagin on the building's adaptive reuse potential. While several use-cases are considered, the Art Café concept emerges from the data as the most promising activation model though introduced later in the report to maintain an impartial civic planning tone. Findings reinforce the strategic importance of pursuing acquisition, rezoning, modest investment, and grant opportunities to convert this idle asset into a long-term economic and cultural catalyst for Wagin.

#### **2. Introduction**

The Shire of Wagin is undertaking a redevelopment feasibility assessment of the Old Roads Board Building, a centrally located, State-owned site previously used as a public library. With shifting demographics and increased focus on heritage activation, the building presents an opportunity to serve both residents and tourists through thoughtful commercial tenancy. This report assesses redevelopment viability through economic data, traffic trends, cost implications, community insights, and high-level marketing frameworks.



### 3. Demographic and Community Insights

With a population of ~1,800, Wagin's community reflects a strong presence of retirees, agricultural workers, families, and seasonal tourists. Semi-structured interviews with 6 older residents and two local business operators revealed a demand for low-noise, social, art-connected venues. Key desires included:

- A café-style space for conversation and social bonding
- A gallery/gift space for local artist exposure
- A place younger visitors can enjoy without needing a pub or club

This information was triangulated with historical use data (former library) and anecdotal walk-ins at nearby tourist locations. Insights confirm that adaptive reuse must consider **comfort, low maintenance, multipurpose design, and strong community ownership.**

### 4. Traffic Volume & Vehicle Classification Analysis

#### 4.1 Methodology

Traffic data was collected using Metro Count recorders positioned along Arthur Street and Ballagin Street, adjacent to the building. A paired-sample dataset of vehicles travelling in both eastbound and westbound directions was processed through **SPSS**, using T-tests and ANOVA.





## 4.2 SPSS Statistical Summary

Metric	Direction A	Direction B
Mean Vehicles/Day	1,474	1,475
Std. Deviation	244.94	213.46
Correlation (Paired Samples)	0.965	
T-test (p-value)	0.958	
Effect Size (Cohen's d)	-0.021	

**Interpretation:** High correlation and low mean difference confirm traffic is consistent in both directions—supporting viability for bidirectional foot and vehicle exposure.

## 4.3 Descriptive ANOVA (One-Way)

- Significant F-statistics shows **weekdays significantly outperform weekends** in vehicle count.
- Tukey's post-hoc test** highlights **Friday > Sunday** and **Monday > Saturday** ( $p < 0.05$ ).

## 4.4 Vehicle Classification (AustRoads94 Integration)

Using the AustRoads94 scheme, vehicle types observed were broken down as follows:

Category	Included Classes	Description	Proportion Estimate
Light	Class 1 (SV)	Cars, sedans, vans	~61%
Medium	Classes 2–3	Small trailers, rigid 2-axle trucks	~24%
Heavy	Classes 4–12	Articulated, B-Doubles, road trains	~15%



The building's proximity to **Great Southern Highway – Route 107**, and the **opposite-side fuel station**, also attracts heavy long-distance traffic.

## 5. Cost-Benefit Analysis

**Redevelopment Cost (Total):** \$84,414 AUD

### Key Cost Items:

- Timber flooring, grinding, whitewashing, fire compliance, doors/windows, pest control, plumbing check, and signage.

### Estimated Benefits (5-Year Outlook):

Revenue Stream	Estimate/Y ear	Total (5 Years)
Lease Yield (private tenant)	\$13,000	\$65,000
Events (4/year, \$750 profit)	\$3,000	\$15,000
Café Sales (avg. \$2k/week)	\$104,000	\$520,000

**Total Benefit:** ~\$600,000 AUD over 5 years

**ROI Estimate:** ~7.1x Return on Investment

## 6. Comparative Business Viability Analysis

This section considers **four realistic activation models** suitable for the site, based on traffic type, Wagin's demographics, operational simplicity, and cultural alignment.



### Option A: Art Café

- **Strengths:** Community-driven; fits weekday peak traffic; encourages creativity and local artist collaboration; medium overhead.
- **Risks:** Requires kitchen investment (by tenant); demand dips on Sundays; needs staff with café experience.
- **Annual Net Potential (Post-expenses):** \$30,000–\$45,000

### Option B: Gallery/Artist Studio Space

- **Strengths:** Low impact; easy to run; strong cultural fit with Wagin’s art community
- **Risks:** Revenue limited to art sales or workshop rentals
- **Annual Net Potential:** \$7,000–\$12,000

### Option C: Gift Shop / Tourist Retail

- **Strengths:** Low setup; relevant to weekend visitors
- **Risks:** Highly seasonal; needs strong branding
- **Annual Net Potential:** \$15,000–\$25,000

### Option D: Co-working Space

- **Strengths:** Aligns with digital nomads; silent use
- **Risks:** Very limited market in Wagin; low rural uptake
- **Annual Net Potential:** <\$5,000 unless grant-backed

### Projected Revenue Estimation for Art Café

The following methodology outlines the projected revenue of an Art Café situated at the Old Roads Board Building, using a data-informed and context-sensitive approach relevant to Wagin’s population, traffic volume, and rural economic conditions.



### ***Traffic-Based Customer Assumption***

According to the SPSS and traffic data collected using AustRoads94 classifications, approximately 1,475 vehicles pass by the site in each direction daily. Around 60% of these are light vehicles, such as passenger cars and small vans, which are more likely to stop at a café.

- Estimated total light vehicle traffic: ~1,800 vehicles per day.
- Assumed conversion rate: 1.5% of vehicles stop at the café.
- Estimated customer visits per day: 27.

### ***Customer Spend and Operating Days***

Assuming an average spend of \$11 per person, which reflects rural café pricing, and 312 operational days per year (6 days per week):

#### **Estimated gross annual revenue:**

27 customers/day × \$11 × 312 days = **\$92,664 per annum**

### ***Net Revenue Projection***

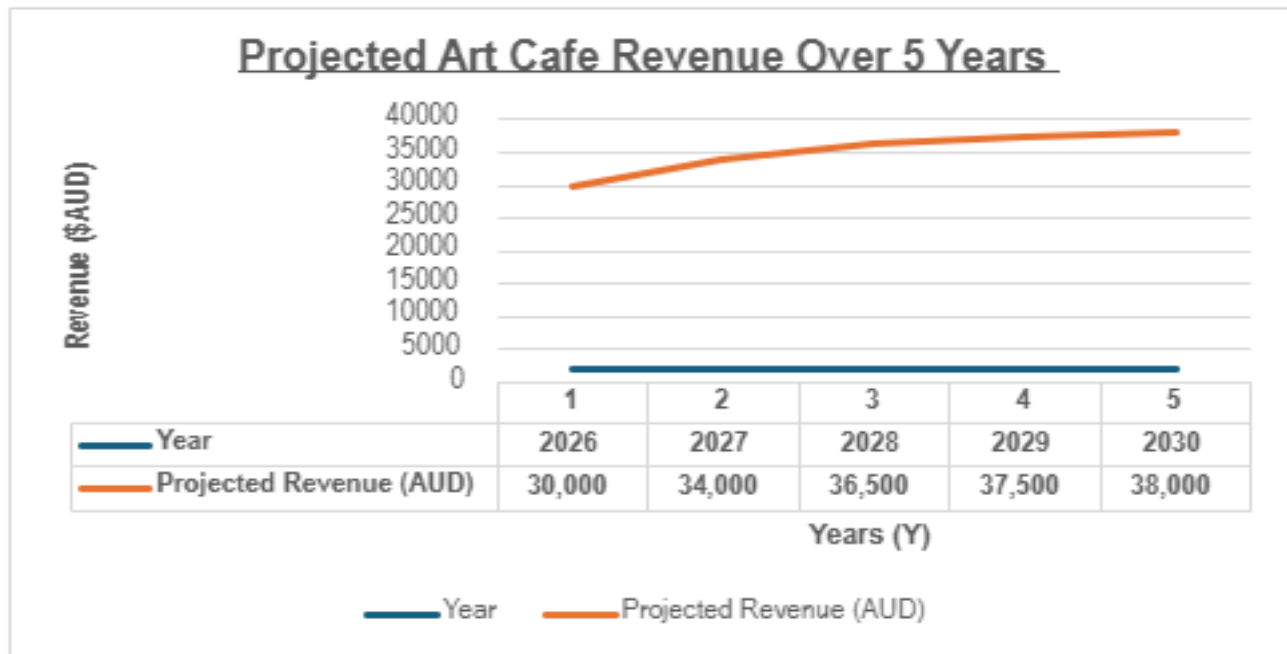
Assuming operating costs (including rent, wages, stock, electricity, etc.) consume 60% of gross revenue, the projected net profit margin is 40%. This results in:

#### **Estimated net annual revenue:**

\$92,664 × 40% = **\$37,066**

### ***Multi-Year Revenue Forecast (Net)***

To represent realistic growth over time, including initial ramp-up and seasonal adjustments, the following forecast is proposed:



**Conclusion:** The **Art Café** offers the best combination of cultural fit, community demand, and financial return.

## 7. Marketing Strategy – Advanced Plan for Activation

This section outlines a professional **Integrated Marketing Communication (IMC)** plan to promote the site and attract viable tenants.

### 7.1 Strategy Frameworks Used:

- **STP (Segmentation, Targeting, Positioning)**
- **AIDA Funnel (Attention, Interest, Desire, Action)**





- **Place Branding Theory**
- **Customer Journey Mapping**
- **Message Architecture Grid**

## 7.2 Segmentation & Targeting

- **Locals:** Families, retirees, seniors
- **Tourists:** Grey nomads, highway passers, day-trippers
- **Artists/creatives:** Seeking affordable rural exhibition spaces

## 7.3 Positioning Statement:

“An activated heritage space that nourishes Wagin’s culture, commerce, and community.”

## 7.4 Tactics:

- **Social Media Funnels:** Facebook/Instagram paid ads, geo-targeted to highway route and nearby towns
- **Print Ads:** Great Southern Herald + Shire newsletter + WoolPress + Narrogin Observer.
- **Google My Business:** Early listing with mock visuals
- **Soft Launch Events:** Morning tea, council walkthroughs
- **Public Engagement:** Invite EOI via posters, QR links

## 7.5 Community Value Proposition

- Enhances Shire's community engagement
- Promotes local identity and pride
- Adds passive revenue for Council



## 8. Recommendation

Based on analysis, we recommend:

1. Acquiring the building and approving rezoning
2. Seeking heritage, Lotterywest, or activation grants
3. Advertising EOI for commercial tenancies, prioritising Art Café or Gallery models
4. Marketing the site under the “Activate Wagin” campaign

This measured approach blends **heritage values**, **low capital risk**, and **long-term economic benefit** for the Shire of Wagin.

# Business Plan: Wagin Caravan Park Development

Prepared by Anna Naiju, Project Intern  
Shire of Wagin  
July 2025

## Executive Summary

This business plan presents a strategic, inclusive, and financially sustainable proposal for the development of the Wagin Caravan Park over the next 5 to 20 years. Key proposed improvements include the installation of new accessible and pet-friendly cabins, safety and comfort infrastructure upgrades (lighting, CCTV, power outlets), and marketing and digital enhancements (a new online booking platform and advertising strategy).

The project aligns with the Shire of Wagin's long-term vision of creating an inclusive, attractive, and community-centered destination that supports tourism, economic growth, and social justice values. With informed decision-making based on community feedback, real occupancy data, and regional benchmarking, this plan offers a clear roadmap to increase park revenue, visitor satisfaction, and long-term sustainability.

---

## Vision for the Future (20-Year Outlook)

By 2045, the Wagin Caravan Park will be a modern, welcoming, and accessible space:

- Offering fully accessible and pet-friendly self-contained cabins
- Equipped with solar lighting, upgraded safety features, and digital booking systems
- Attracting families, grey nomads, tourists, and regional workers
- Reflecting the values of equity, sustainability, and community well-being

---

## Market Analysis & Community Insights

### Visitor Demographics

Based on 2024–2025 data and resident interviews:

- Visitors include **grey nomads, families, tourists, and regional workers**
- Seasonal peak during **Woolorama festival** and holidays
- Most stays are **short-term**, except 4 powered sites used by **permanent residents**

### Unique Selling Points

- **Pet-friendliness** sets Wagin apart from nearby parks (Narrogin, Katanning)

- Planned cabins include **disability access**, meeting community equity goals
- Residents have requested more **power outlets** and **lighting**, reinforcing the direction

## Proposed Development Plan

Component	Details
<b>1BR Accessible Cabin</b>	1 unit @ \$180,000, fully self-contained with veranda
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<b>Marketing</b>	Ads in Wagin Woolpress, Narrogin News, Great Southern Herald – est. \$550 per for half page

📍 Cabins to be built at the eastern end of the park due to sewage constraints

## Financial Forecast & Cost-Benefit Analysis

### Revenue & Cost Projections (Yearly)

Cabin Type	Quantity	Rate	Est. Occupancy	Annual Revenue	Cleaning Cost	Linen Cost	Net Revenue
1BR Chalet	1	\$170	40%	\$24,820	\$7,300	\$4,867	\$12,653
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◆ *Cleaning: Manager rate @ \$40/hr (1.5 hrs for chalets, 0.5 hr for singles)*

◆ *Linen: \$40/chalet stay, \$20/single stay*

### Return on Investment (ROI)

Time Frame	Total Investment	Net Annual Profit	ROI (%)	Payback Period
5 Years	\$920,000	\$68,134	37.0%	~13.5 years
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### Pros:

- The ROI grows significantly over time:
  - 37% at 5 years,
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## SWOT Analysis

Strengths	Weaknesses
Unique pet-friendly, accessible offering	Low current occupancy baseline
Council and community support	No public laundry – tension with local use
Targeted for grey nomads, families	Limited staff capacity (1 manager handles most)
Opportunities	Threats
Seasonal events (e.g. Woolorama)	Competing parks (Narrogin, Katanning)
Digital booking expansion	Upfront capital costs
Tourism growth across WA	Lack of public infrastructure (e.g. laundry)

## Risk Analysis

Risk	Impact	Likelihood	Mitigation Strategy
Low cabin bookings	Medium	Medium	Seasonal advertising, tourism agency tie-ins
Construction delays	High	Low	Early planning, use of proven modular supplier
Staff overload (manager)	Medium	Medium	Schedule assistance during peak season
Infrastructure damage (pets, weather)	Medium	Medium	Pet bond, insurance, regular inspections
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## Implementation Timeline

Phase	Year(s)	Activities
Phase 1	2025–2027	Install CCTV, solar lights, handrails
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Phase 3	2032–2035	Launch online booking system, seasonal marketing begins
Ongoing	2035–2045	Expand advertising, revisit pricing, monitor community feedback

## Marketing Strategy

- **Local Print Ads:** Seasonal campaigns in:
  - Wagin Woolpress – \$80
  - Narrogin Newspaper + Great Southern Herald – \$400+
- **Website:** Modern booking site to reduce admin load
- **Pet-Friendly Branding:** Highlight unique offering
- **Community Engagement:** Social media, signage, feedback loop

## Social Equity & Community Inclusion

This project reflects the Shire's commitment to:

- Equal access to quality amenities (handrails, lighting, power)
- Fair visitor treatment (pet policy, cabin pricing, refunds)
- Responsiveness to local feedback (e.g. lighting, laundry use)

## Appendix

### 1) A. Graph for the bookings in caravan park for 2024



### B. Graph for bookings for 2025



## 2) Quotes

### A. Quote for handrails

## QUOTE

Tepora Hotene

**Date**  
3 Jul 2025  
**Expiry**  
17 Jul 2025  
**Quote Number**  
QU-2937  
**ABN**  
22 630 366 455

**Bathroom Sales Direct**  
 81 Warren Road  
 SMITHFIELD NSW 2164  
 AUSTRALIA  
 PHONE: (02) 8488 1564  
 WEB:  
[www.bathroomsalesdirect.com.au](http://www.bathroomsalesdirect.com.au)

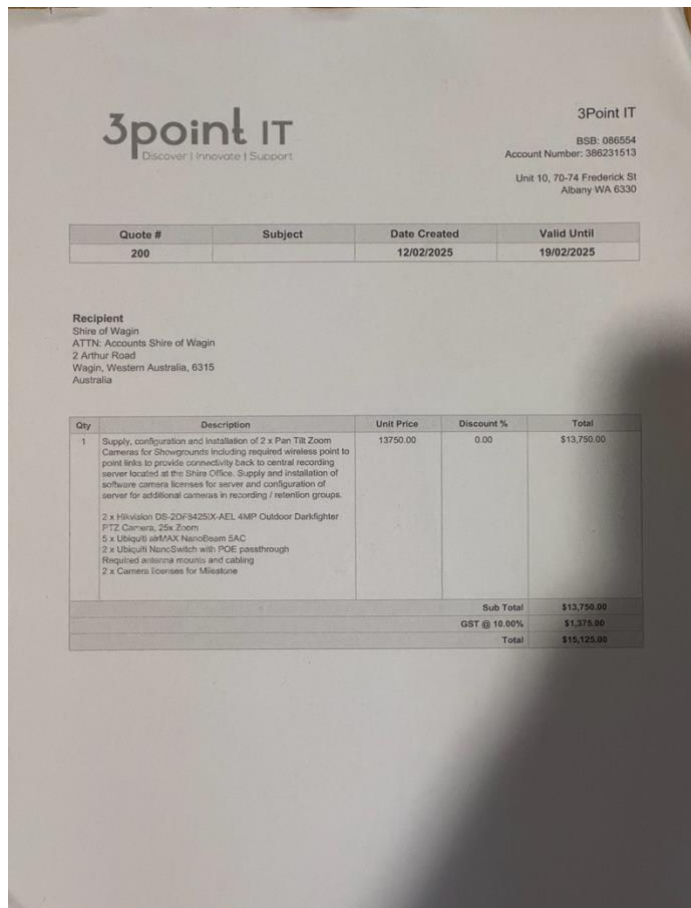
Item	Description	Quantity	Unit Price	Discount	GST	Amount AUD
	Assist Grab Rail Bar 90 Degree Ambulant Accessories Special Needs With Concealed Wall Flanges Stainless Steel 304 SKU: MLR112_SS	1.00	105.00	15.00%	10%	89.25
	Mellam Straight Grab Rail Size: 450mm	1.00	45.00	15.00%	10%	38.25
	Shire of Wagin, 2 Arthur Rd, Wagin 6315 <a href="mailto:tepora.hotene@wagin.wa.gov.au">tepora.hotene@wagin.wa.gov.au</a>	1.00	25.00		10%	25.00
INCLUDES GST 10%						13.86
<b>TOTAL AUD</b>						<b>152.50</b>

**Terms**

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QUOTE IS VALID FOR 7 DAYS

### B. Quote for CCTV cameras for 2



C. Quote for street lights



D. Quote for cabins

RE: Subject: Request for Quote – Self-Contained Cabins

From Jason - Modular WA <jason@modularwa.com.au>  
Date Thu 2025-07-03 4:50 PM  
To Wagin Shire Intern <Intern@wagin.wa.gov.au>

1 attachment (7 MB)  
2025\_MWA\_Capability Statement - Tourism.pdf

Hello Anna

As an indication you would be looking at the following

Single Bed as per below – around the 180k mark inc gst

For a 2 bed version like below you would be looking at around the 250k mark

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For a 2 bed version like below you would be looking at around the 250k mark



**ANNA NAIJU**  
**PROJECT INTERN - WAGIN CARAVAN PARK**





## Internship Context and Objectives

Internship completed through McCusker Centre for Citizenship, Winter 2025.

**Host organisation:** Shire of Wagin, located in regional Western Australia.

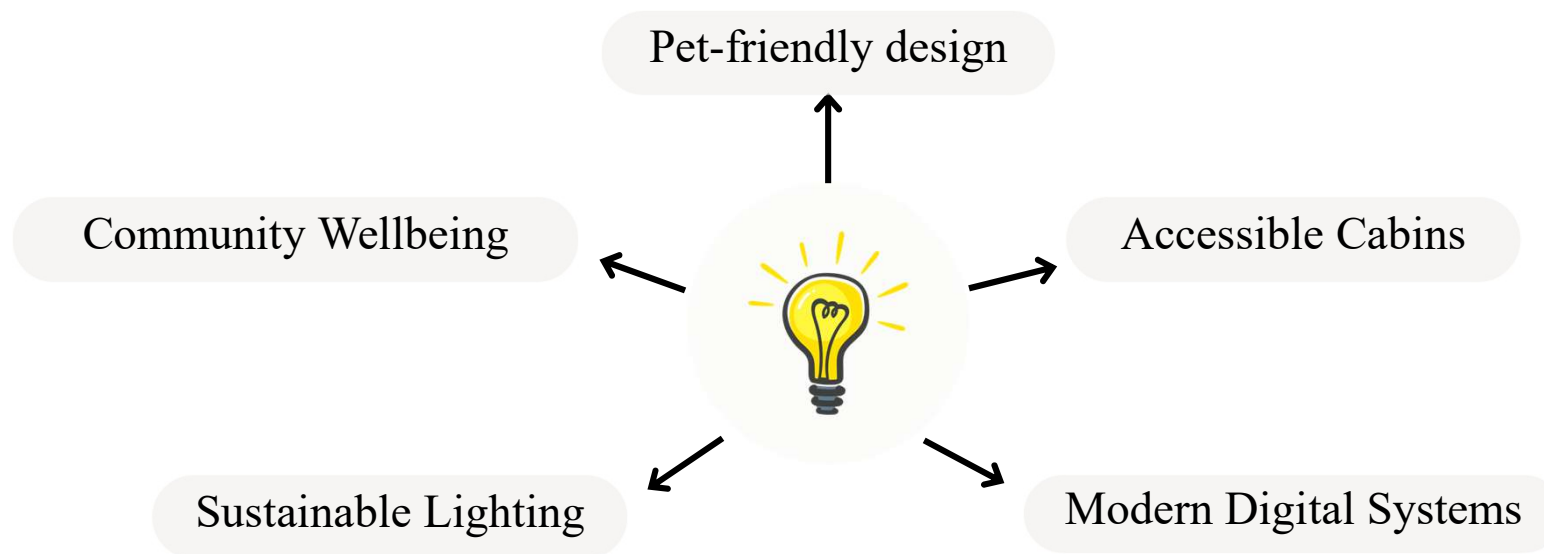
**Objective:** Develop a comprehensive business plan to enhance the Wagin Caravan Park's services and long-term community value.

**Focus:** Infrastructure upgrades, improved visitor experience, accessibility, and sustainability.

## Vision for the Caravan Park (2045 Outlook)



By 2045, Wagin Caravan Park will be an inclusive, sustainable, and community-focused destination offering accessible, pet-friendly accommodation and modern amenities that support both tourism and local wellbeing



# Community and Stakeholder Engagement

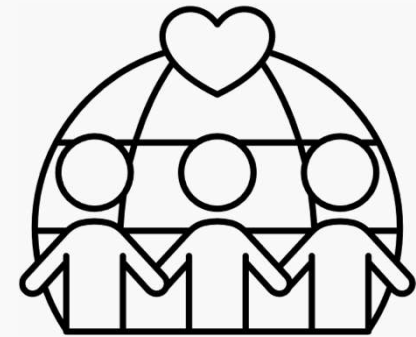
## Consulted key stakeholders including:

- Park manager
- Temporary and permanent residents
- Shire colleagues and local visitors



## Common feedback included:

- Requests for more power outlets.
- Additional lighting near unpowered sites and the path to the children's park.
- Accessible bathroom upgrades (extra handrail).
- Support for pet-friendly infrastructure.



## Current Issues

### Identified

- The park lacks accessible, self-contained cabin options for families, workers, and people with disabilities.
- Lighting is insufficient near unpowered sites and walkways.
- Only one handrail exists in the disabled toilet, limiting safety.
- The booking system is outdated (phone-only), with no digital record keeping.
- Some local residents are using the caravan park's laundry due to lack of public alternatives.
- No accommodation exists for solo workers despite demand.
- There are no Digital Surveillance Systems.
- No online websites.







# Proposed Infrastructure Upgrades



Suggested Upgrades	Estimated Expense (AUD)
1 x 1-bedroom self-contained, accessible cabin	180,000
2 x 2-bedroom family cabins	220,000 each
3 x single cabins with shared amenities	100,000 each
Install 4 solar street lights (SolaBlade)	880 each
Install 4 CCTV cameras (entry, kitchen, laundry, toilets)	15,125 total
Add second handrail in disabled toilet	152.50
Install online booking website	2,275
Introduce pet bond system	200 refundable bond + daily pet fee



## Cabin Placement and Site Considerations

- Cabins to be built on the eastern end of the park to avoid sewage conflicts.
- Single cabins designed for workers with basic appliances, using shared toilets.
- Family and accessible cabins are fully self-contained.
- All cabins will be pet-friendly to reflect community values and differentiate from local competitors.

# Financial Forecast & ROI



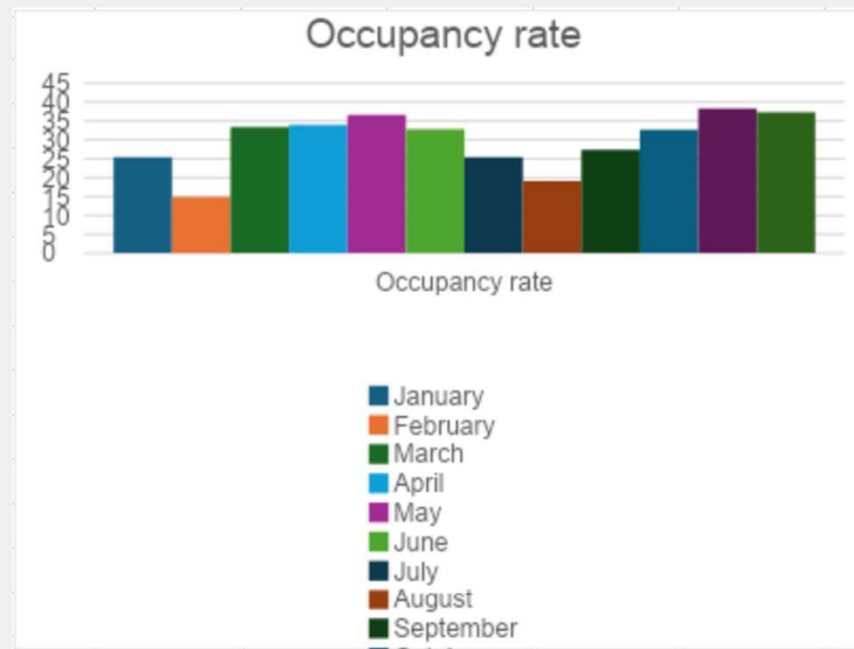
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Time Frame	Total Investment	Net Annual Profit	ROI (%)	Payback Period
5 Years	\$920,000	\$68,134	37.0%	~13.5 years
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20 Years	\$920,000	\$1,362,680	148.1%	—

### Pros:

- The ROI grows significantly over time:
  - 37% at 5 years,
  - 74% at 10 years,
  - 148% at 20 years.
- After about 13.5 years, full initial investment is recovered, and everything after that is profit.

# Occupancy Trends & Data



- 2024 and 2025 data show seasonal booking patterns.
- Average 2024 occupancy: ~30%; Peaks in May, November, December.
- Estimated cabin occupancy:
  - 1BR Chalet: 40%
  - 2BR Chalet: 45%
  - Single Cabins: 35%
- Forecasted demand supports expansion into new accommodation types.

# Cost-Benefit Analysis



- Revenue from proposed cabins projected to significantly exceed maintenance and capital over 10–20 years.
- Modular cabins ensure quick build time and proven designs (used in Narrogin, Katanning).
- Pet policy creates accountability via refundable bond.
- Bookings and digital records improve efficiency and accountability.
- Total added infrastructure cost (~\$942,000) returns long-term revenue and public good.



# Marketing Strategy



- Develop professional website to allow online bookings.

## Seasonal advertising:

- Wagin Woolpress – \$80
- Narrogin Newspaper & Great Southern Herald – ~\$400
- Emphasise pet-friendliness and accessibility in branding.
- Use digital marketing to reach workers and grey nomads.

# SWOT Analysis

## Strengths:

- Pet- and disability-friendly infrastructure.
- Strong support from council and residents.
- Strategic location in regional WA.

## Weaknesses:

- Manual bookings, limited public laundry.
- Initial cost of investment is high.

## Opportunities:

- Tourism expansion post-COVID.
- Event-based demand (e.g. Woolorama).
- Solo worker accommodation market.

## Threats:

- Competing regional caravan parks.
- Construction or delivery delays.

# Risk Analysis



## Risk Analysis

Risk	Impact	Likelihood	Mitigation Strategy
Low cabin bookings	Medium	Medium	Seasonal advertising, tourism agency tie-ins
Construction delays	High	Low	Early planning, use of proven modular supplier
Staff overload (manager)	Medium	Medium	Schedule assistance during peak season
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Community dissatisfaction (laundry)	Low	Medium	Consider future public laundry or signage

# Implementation Timeline



## Phase 1 (2025–2027):

- CCTV,
- solar lights,
- handrail installation



## Phase 2 (2027–2032):

- Build all cabins,
- apply for grants if needed



## Phase 3 (2032–2035):

- Website launch
- advertising campaigns

## Ongoing:

- Monitor bookings, revisit pricing and policies

# Social Equity and SDGs



- Supports SDG 10: Reduced Inequalities (accessible, fair infrastructure)
- Supports SDG 11: Sustainable Cities and Communities
- Supports SDG 16: Strong Institutions (transparent booking and planning)
- Equity initiatives:
  - Accessible cabins and handrails
  - Power and lighting for unpowered residents
  - Community-informed design and pricing



## Personal Reflection

- Began unsure but grew into the role with support and trust.
- Developed skills in planning, budgeting, stakeholder engagement, and project coordination.
- Learned to adapt to a new cultural and professional environment.
- Felt proud to contribute meaningfully to a small regional community.
- *"Even if it takes time, we will get there. Hard work pays off."*





Thank  
you  
so  
much!

# Business Plan: Wagin Caravan Park Development

Prepared by Anna Naiju, Project Intern  
Shire of Wagin  
July 2025

## Executive Summary

This business plan presents a strategic, inclusive, and financially sustainable proposal for the development of the Wagin Caravan Park over the next 5 to 20 years. Key proposed improvements include the installation of new accessible and pet-friendly cabins, safety and comfort infrastructure upgrades (lighting, CCTV, power outlets), and marketing and digital enhancements (a new online booking platform and advertising strategy).

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Based on 2024–2025 data and resident interviews:

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### B. Graph for bookings for 2025



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## QUOTE

Tepora Hotene

**Date**  
3 Jul 2025  
**Expiry**  
17 Jul 2025  
**Quote Number**  
QU-2937  
**ABN**  
22 630 356 455

**Bathroom Sales Direct**  
 81 Warren Road  
 SMITHFIELD NSW 2164  
 AUSTRALIA  
 PHONE: (02) 8488 1564  
 WEB:  
[www.bathroomsalesdirect.com.au](http://www.bathroomsalesdirect.com.au)

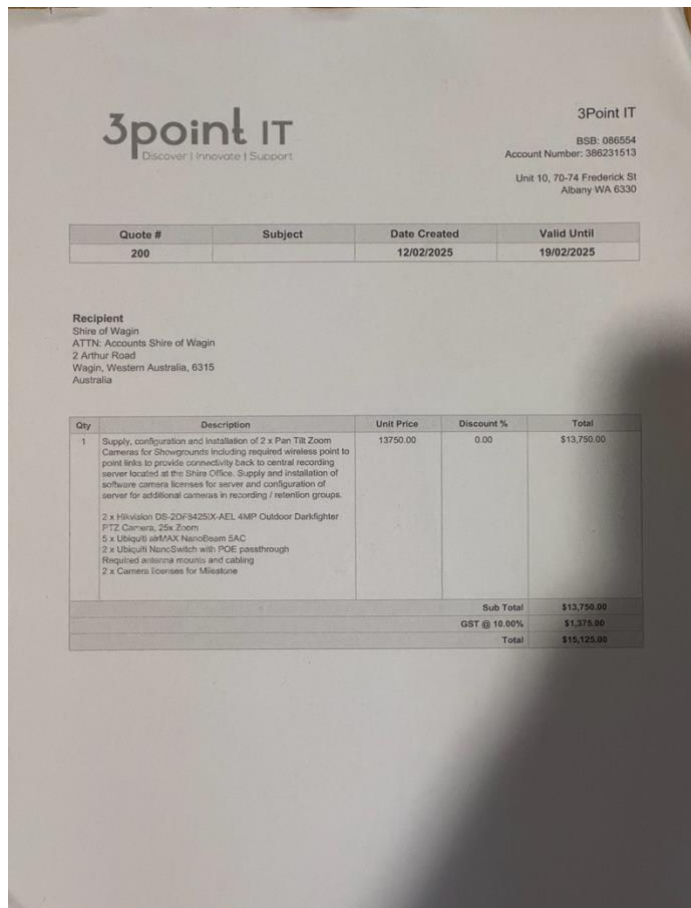
Item	Description	Quantity	Unit Price	Discount	GST	Amount AUD
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	Mellam Straight Grab Rail Size: 450mm	1.00	45.00	15.00%	10%	38.25
	Shire of Wagin, 2 Arthur Rd, Wagin 6315 <a href="mailto:tepora.hotene@wagin.wa.gov.au">tepora.hotene@wagin.wa.gov.au</a>	1.00	25.00		10%	25.00
INCLUDES GST 10%						13.86
<b>TOTAL AUD</b>						<b>152.50</b>

**Terms**

---

QUOTE IS VALID FOR 7 DAYS

### B. Quote for CCTV cameras for 2



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Date Thu 2025-07-03 4:50 PM  
To Wagin Shire Intern <Intern@wagin.wa.gov.au>

1 attachment (7 MB)  
2025\_MWA\_Capability Statement - Tourism.pdf

Hello Anna

As an indication you would be looking at the following

Single Bed as per below – around the 180k mark inc gst

For a 2 bed version like below you would be looking at around the 250k mark

RE: Subject: Request for Quote – Self-Contained Cabins

From Jason - Modular WA <jason@modularwa.com.au>  
Date Thu 2025-07-03 4:50 PM  
To Wagin Shire Intern <Intern@wagin.wa.gov.au>

1 attachment (7 MB)  
2025\_MWA\_Capability Statement - Tourism.pdf

Hello Anna

As an indication you would be looking at the following

Single Bed as per below – around the 180k mark inc gst

For a 2 bed version like below you would be looking at around the 250k mark

### 8.1.5 COMMUNITY CHEST / COMMUNITY GRANTS POLICY

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	5279 September 2024
FILE REFERENCE:	CM.PO.1
DISCLOSURE OF INTEREST:	Nil
ATTACHMENTS:	Attachment 1 – Draft Policy C13

#### COUNCIL RESOLUTION 5477

**Moved Cr G R Ball                      Seconded Cr G K B West**

**That Council ADOPTS and REPLACES Council Policy C13 Community Grants with the revised policy in Attachment 1 – C13 Community Chest / Community Grants with the following changes**

- **In the Grant Conditions remove the word “may” so recipients are required to provide progress reports and include itemised expenditure.**
- **In the dot point of policy amend so that the CEO in consultation with the Shire President may approve grants outside of the grant process.**

**CARRIED UNANIMOUSLY 4/0**

#### OFFICER RECOMMENDATION

**That Council ADOPTS and REPLACES Council Policy C13 Community Grants with the revised policy in Attachment 1 – C13 Community Chest / Community Grants.**

#### BRIEF SUMMARY

Following feedback, Officers are proposing to revise the Community Grants policy to separate the consideration of Community Grants explicitly from the budget process.

#### BACKGROUND/COMMENT

In September 2024, Council adopted a community grants policy. This policy was used for the community grants process for the 2025-26 financial year. Following feedback from elected members and community groups, a revised policy is presented for Council's consideration.

In the past and in 2025-26 financial year, the consideration and awarding of community grants was complicated by its linking to the budget formation. While the current policy treats the community grants process and budget as separate, in practice this put Officers and Council in a challenging position attempting to align the possible funding bucket with projects.

Complicating matters further, the process in 2025-26 was drawn out with submissions requested in May but not intended to be considered by Council until July. With the shifting of the budget consideration to August in response to requests from clubs and associations, Officers presented the submissions prior to budget adoption. This approach met one need (to provide clarity to clubs and associations) but put Council in a difficult position of being asked to consider allocating funding for the 2025-26 prior to budget adoption.

The revised policy proposes to separate the budget process from the community grants process.

To do this it is proposed that Council set a principle that 1.5% of rates yield is to form a community grants chest. In 2023-24 this would have been \$39,279, in 2024-25 this would have been \$40,618 and in 2025-26 this would be \$42,117.

The policy is clear that Council is under no obligation to use all of the community chest and unspent funds do not roll over. In the event that unspent funds exist they would be reallocated as part of the mid-year budget review.

By decoupling grants consideration from the budget, the revised policy proposes that submissions are considered by Council explicitly after the budget is adopted.

Reflecting that grants would be considered post budget adoption it is proposed that the call for community grants would similarly occur later in the year in June.

The proposed policy continues to recommend that Officers make an assessment to Council and present all applications received to Council for Council's consideration at a Council Meeting.

While recognising that the challenges of this approach, Officers believe that it is critical that decisions regarding community funding and made through the legislated framework of a Council Meeting with the protections of the Act and appropriate governance. This enables interests of Officers and Elected Members to appropriately declared and managed.

If adopted, the policy would apply for the 2026-27 financial year.

### **CONSULTATION/COMMUNICATION**

The draft policy was discussed at a budget workshop with Council where the concept of separating the consideration of grants from budget was put forward.

### **STATUTORY/LEGAL IMPLICATIONS**

Nil.

### **POLICY IMPLICATIONS**

The proposed policy is intended to replace C13 Community Grants

### **FINANCIAL IMPLICATIONS**

Nil





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## **STRATEGIC IMPLICATIONS**

Council leadership

## **VOTING REQUIREMENTS**

Simple Majority

### 8.1.6 STATE GOVERNMENT REVIEW OF PLANNING INSTRUMENTS REGARDING LOCAL PLANNING SCHEMES AND LOCAL PLANNING POLICIES

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil.
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	LP.NO.4
STRATEGIC DOCUMENT REFERENCE:	
ATTACHMENTS:	Attachment 1 – Planning reform information sheet

#### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5478

**Moved Cr G R Ball                      Seconded Cr G K B West**

**That Council APPROVES the draft comment shown in the Officer's report and REQUESTS that the Chief Executive Officer provide the comment to the Department of Planning, Lands and Heritage**

**CARRIED UNANIMOUSLY 4/0**

#### BRIEF SUMMARY

The Western Australian State Government has been undertaking reform of Western Australia's planning laws. The latest round of reforms relate to proposed reforms of planning instruments including local planning schemes and local planning policies.

The State Government has asked for comment on the proposed reforms with the comment period closing 3 October 2025. A draft comment is provided in the text box below.

#### BACKGROUND/COMMENT

The headline features of the reforms include:

- requiring local planning instruments such as planning schemes and policies to be reviewed every 10 years; and
- requiring local planning policies to be in a consistent format and in strict accordance with the prescriptive WA Planning Manual.

Previously, a local planning scheme was required to be review every five years and there was no requirement for a local planning policy to be reviewed. In practice planning schemes, especially in regional areas, can go many years between reviews and amendments.

Planning policies that are not reviewed every 10 years will be lose their legal effect under the *Planning and Development Act 2005*.

The Shire has twenty-two active policies related to planning although not all of these could be regarded as Local Planning Policies under the *Planning and Development Act 2005* because not all were not adopted in accordance with the requirements of the legislation.

These policies vary in significance and complexity. Some of the policies might benefit from review but none have been found to be problematic in the last 18 months. It could be said that a portion of the Shire's local planning policies have not been reviewed because they remain fit for purpose.

In respect to the comment on the reforms, Officers note that the direction of the reforms towards greater oversight by the State Government appears focused on metropolitan Perth and particularly several inner-West Perth suburbs.

For smaller and regional local governments the new laws would be an inconvenience rather than meeting a specific local need. It could also create additional cost as technical planning skills often have to be bought in, especially as the State emphasises technical aspects of planning over local interests.

The reforms also place additional pressures on the WA Planning Commission given that the WAPC will receive additional applications to amend local planning instruments.

Proposed comment on the reform is shown in the box below:

*The Shire of Wagin notes the proposed reforms which include requiring local planning instruments to be reviewed every 10 years.*

*Ensuring that local planning instruments are fit for purpose is an objective of the Shire. The Shire of Wagin has recently adopted a Local Planning Strategy that is being considered by the WA Planning Commission and adopted two local planning policies related to renewable energy developments in the absence of a comprehensive State Government planning framework.*

*Regional communities have key differences in respect to planning compared to metropolitan Perth and large regional centres. Applying a single approach to planning rules that is designed to overcome issues in metropolitan Perth can create unintended consequences in smaller locations.*

*The proposed reforms will result in additional cost for regional communities where professional planning capabilities often have to be bought in.*

*Wait times for matters like approval of Planning Strategies and local planning scheme amendments by the WA Planning Commission can already be lengthy and these reforms will also increase the workload of the WAPC.*

*The 2025-26 budget out years propose a modest growth in appropriations for the WAPC of 1.32% between 2025-26 and approximately 3% in future outyears. As such it would appear that the WAPC has not been resourced to deal with additional demand.*

*The Shire of Wagin does not support the reforms in their current form.*

### **CONSULTATION/COMMUNICATION**

Nil.

### **STATUTORY/LEGAL IMPLICATIONS**

The State Government's proposed reforms would amend regulations under the *Planning and Development Act 2005*.

### **POLICY IMPLICATIONS**

Nil.

### **FINANCIAL IMPLICATIONS**

There are no immediate financial implications.

### **STRATEGIC IMPLICATIONS**

Economic Development

### **VOTING REQUIREMENTS**

Simple Majority

## 8.1.7 APPOINTMENT OF PERSONS TO THE STAFF ACCOMMODATION ADVISORY GROUP

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	8.1.5 – July 2025
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CP.MT.15
ATTACHMENTS:	Nil

### COUNCIL RESOLUTION AND COUNCIL RESOLUTION 5479

Moved Cr G K B West

Seconded Cr G R Ball

That Council move to the next item of business.

**CARRIED UNANIMOUSLY 4/0**

### OFFICER RECOMMENDATION

That Council

1. **APPOINTS** the following staff to the Staff Accommodation Advisory Group:
  - a. Kenneth Parker, Chief Executive Officer
  - b. John Fathers, D/CEO
  - c. Dejay Fawcett, Manager Finance
  - d. Janet Innes, Works Admin Officer
  - e. Rick Polden, Building Maintenance Officer
2. **APPOINTS** the following Councillors to the Staff Accommodation Advisory Group:
  - a. \_\_\_\_\_ (Chair)
  - b. \_\_\_\_\_
3. **REQUESTS** that the Chief Executive Officer amend the Terms of Reference to accommodate the adjusted membership

### BRIEF SUMMARY

This report asks Council to consider appointing the membership to the Staff Accommodation Advisory Group.

### BACKGROUND/COMMENT

At the June 2025 Ordinary Council Meeting, Council adopted the Staff Accommodation Strategy and agreed to establish an advisory group to assist in the project's implementation.

Initially it was planned that the advisory group would comprise two councillors, two staff members and the CEO.

An internal EOI was issued with four staff members expressing an interest:

- John Fathers, D/CEO
- Dejay Fawcett, Manager Finance
- Janet Innes, Works Admin Officer
- Rick Polden, Building Maintenance Officer

All four staff who nominated have experience in housing matters have been involved in house construction. It is recommended that Council appoint all four staff members and adjust the terms of reference previous adopted.

In respect to Councillor membership, Officers ask that Council nominate at least two Councillors to the Advisory Group. Council, evidently, could choose to add additional members.

The terms of reference set out that meetings are chaired by an elected member. In appointing a member, it is recommended that Council establish which elected member is to chair the Advisory Group.

It would need to reappoint members following the 2025 Ordinary Local Government elections. This would be done as part of the items to appoint members to committees and representative groups following the election.

It is not proposed to extend membership of the Advisory Group outside of Council and the Shire administration.

The Advisory Group's role is to make recommendations to Council on

- Allocation and use of Shire-owned land for housing projects.
- Site preparation and readiness.
- House design, landscaping, and amenity considerations.
- Procurement strategy, including tender documentation and evaluation.
- Inclusions and exclusions in construction contracts.
- Approval processes for housing projects.
- Disposal strategy for older housing stock and evaluation of sale proposals.

The Advisory Group does not have delegated authority.

## **CONSULTATION/COMMUNICATION**

As detailed.

## **STATUTORY/LEGAL IMPLICATIONS**

The Advisory Group will report to Council through formal meeting minutes and written recommendations.

## **POLICY IMPLICATIONS**

Nil.



## **FINANCIAL IMPLICATIONS**

Nil.

## **STRATEGIC IMPLICATIONS**

Buildings and infrastructure.

## **VOTING REQUIREMENTS**

Simple Majority



## 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 AND COUNCIL RESOLUTION 5480

Moved Cr G R Ball                      Seconded Cr M A O'Brien

That Council RECEIVE the Deputy Chief Executive Officer's report as presented.

**CARRIED UNANIMOUSLY 4/0**

#### 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:

- End of Financial Year processes.
- Rates billing preparation.
- Finalise a Freedom of Information request relating to dangerous dogs that were in the district.
- Homecare staffing, interviews and other issues.
- Ranger Services matters.
- Building maintenance co-ordination.

##### Meetings:

- Readytech - Catch up regarding Synergysoft
- Laura Gray - Local Heritage Survey

##### Server Upgrade

Our ICT providers (Wallis) have recently been working towards upgrading the Shire's server. It has now been confirmed that the changeover from old to new server will take place from Thursday evening 11th September through to Monday 15th

September. Throughout Thursday evening to Sunday evening, access to Shire emails will not be available.

## **Building Issues**

### Town Hall

Several structural defects have been reported in this building including:

- Moisture ingress into the space beneath the floorboards;
- Rainwater accumulating around the perimeter of the building;
- Cracking and movement in several walls; and
- Movement in the roof and ceiling structure and nailed down roof sheets almost detaching.

Homecare staff that were using the office space at the front of the Lesser Hall have been relocated to the Shire office. No public activities are being allowed until have a report on the safety of the building.

A structural engineer has been engaged to investigate the structure to identify and provide a brief report on the extent of these defects. This report will include an opinion of structural safety on the building in its current condition. Also, we would require high level recommendations for items requiring repair to inform the Shire in any decision making.

### Daycare Centre

Several roof leaks have been reported at the centre. On inspection of the air conditioning unit and mounting infrastructure situated on the roof, the following issues are causing the ongoing leaks.

The roof sheets span the entire width of the building and are Kliplok profile, with a centrally mounted evaporating air condition unit ducted into the centre of the building. The unit has been mounted directly onto the water channels of the Kliplok roof using angle brackets screwed into the trusses in the roof.

The brackets have been sealed with sealant to prevent water ingress into the building, this however has created a “mini dam” effect in the water channels causing small dams of water to occur. This has, over time has resulted in water seeping under the sealant causing rusting to occur which has lead to rust holes forming in the Kliplok sheeting thus allowing water to enter and the resulting leaks which have been an ongoing issue.

Investigations are continuing. It is likely that the roof mounted air conditioning unit will need to be removed and possibly replaced with a reverse cycle unit. This will enable repairs to be undertaken.

## BUILDING OFFICER

### Building Permits – July

PERMIT	OWNER	BUILDER	PROJECT ADDRESS	DESCRIPTION	VALUE	FEES
99978	Chris Mawson	Chris Mawson	Lot 13142 Bockaring Road, Gundaring	Single Dwelling	\$200,000	\$1,054

## COMMUNITY OFFICER

Since the last Council meeting on 22 July 2025, the Shire of Wagin Facebook page has published 21 posts. Post reach data was recorded on 14 August 2025 and is subject to increase daily until the upcoming Council meeting on 26 August.

### Top Five posts by Reach:

Date	Topic	Post Reach
17 July	SOW Executive Assistant Job Opportunity	4,066
21 July	Media Release – Wagin Works Manager State-wide Award	3,637
24 July	SOW Local public notice	2,730
24 July	SOW Executive Assistant Job Opportunity	3,143
3 August	All gravel Roads in SOW closed to heavy vehicles	3,324
5 August	Media Release – Wagin Bowling Club lighting upgrade	2,725

### Wagin Library & Gallery Social Media

There was a repost on 7 August 2025 promoting the upcoming Gabriel Evans event. This was the only post since the last Council meeting, and it recorded no reach.

### Instagram

On Instagram, one post was published since the last Council meeting featuring the Indigenous season *Djilba* (August–September), recognised as the Season of Growth or First Spring. This post reached 33 accounts, received three likes, and gained 49 views.

### Ongoing Events

Christmas crafts – ongoing preparation for event.

Christmas Street Carnival – Meeting will be in place upon the Community Officer's return to discuss Lotterywest Grant funding.

## **Electrical sign**

The Shire's electrical signboard recently experienced technical difficulties but has since been repaired and new power blocks have been ordered. Recent posts were:

- Keep Australia Beautiful week 4-10 August
- CWA Community Garden Opening Aug 15th
- Djilba – Noongar Season August-September
- Carespace Australia
- 4S Pledge – Slow Down
- RUOK – 11 September
- Parenting Poster
- Subcentre update – Closure/opening
- Trots in Wagin
- Gabriel Evans book author event
- The Block Advert – WIN TV
- Wagin Winter Sport Gala

## **RANGER SERVICES**

Two visits were made by the rangers during July (the senior ranger was on leave for part of the month).

Properties in Upland Street and Stubbs Streets were visited in an attempt to make contact regarding two small dogs reported to be wandering between the properties. There was no answer at either address. Contact details have been sought from the Department of Housing.

A property in Johnston Street was attended to listen for any barking dogs, but nothing could be heard during the visits. A letter was written to the owner. The complainant has advised that the barking has significantly quietened down.

Rangers visited a property in Etelowie Street to speak with the owner about multiple cats, but there was no answer. They will follow up with a phone call.

Another Etelowie Street property was visited regarding a wandering dog complaint. No one was home at the time, so a business card was left.

There is an engine block and transmission on the verge at an Upland Street property. Formal correspondence was sent requesting that the hazards be removed, or advise that further action may be taken.

A Tudhoe Street property was visited as a result of another barking dog complaint. It was quiet at the time of inspection.

General patrols around Wagin were carried out with a number of properties inspected which were previously identified as problematic.

<b>Staff Call outs</b>	<b>July</b>
Dog Issues	1
Cat Issues	0

## SWIMMING POOL

The pool closed on Sunday 13 April and is now being maintained over the off season by Contract Aquatic. The contract with Contract Aquatic for provision of ongoing pool operations has now been signed.

## CARAVAN PARK

The caravan park patronage decreased as the month went by, with a total of 377 bookings.

## 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*

Since December 2023 we have 72 new patrons joining the Wagin Library & Gallery, this is continuing to increase every month.

### *Library Events*

- Switch Your Thinking Workshop Friday 25th July at 2.30pm.
- Gabriel Evans Author Talk 10am-11am and Illustration Workshop 11.30am-1pm Saturday 16th August.
- Brain Break Science Questionnaire Monday 18th August at 2.30pm.
- Cat in the Hat visiting during Book Week Saturday 16th to Saturday August 23rd.

### *Library Regular Activities*

- 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 Storytime/Rhyme time once a term at Playgroup.
- Waratah Lodge regular readers' weekly exchange of books, DVDs, etc. is ongoing.
- Wagin Hospital Homebound visiting program available as required.

### *Library Statistics*

	July 2025	June 2025
Patron Visits	244	255
Phone Transactions	17	10
Inter Library Loans	18	7
Community Connections	54	37
Information search request	0	0



## HEMECARE

Three casual support workers have been successfully onboarded. This will contribute to the capacity to fulfil services and CHSP targets. All three workers have qualifications and industry experience and have already proved to be assets to the team.

The Administration Officer role has been filled with an application from within the Shire of Wagin. Wagin Homecare welcomes Amy Kippin as the successful candidate who brings her previous experience from the disability sector and Local Government as well as her knowledge of the local community to the role.

Homecare has temporarily relocated to the Shire Administration Office as a result of the building issues associated with the Town Hall mentioned above.

Budget and actual figures have been provided below. EOM operating income of \$9,266 is \$63,260 less than the budget figure of \$72,526. Note that July CHSP grant fees were claimed late and were not received until August. EOM operating expenditure is \$93,298, which is \$3,496 higher than the EOM budget figure of \$89,902. The main area of over-expenditure is for HCP expenses. It is noteworthy that this expense will be recouped from HCP client packages. At this stage, staffing costs are \$14,676 under budget, primarily due to an additional part time nurse and casual support officer not yet appointed.

Shire Of Wagin									
SCHEDULE 08 - EDUCATION & WELFARE									
Financial Statement for Period Ended									
31 July 2025									
HOMECARE PROGRAM									
GL #	OB #	Revised Budget		YTD Budget		YTD Actual		YTD	
		Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure	Variance	Variance
		\$	\$	\$	\$	\$	\$	\$	%
<b>OPERATING EXPENDITURE</b>									
E082010	Homecare Salaries		695,400		53,492		(1,863)	55,355	103%
	CHSP Homecare Salaries - Chsp		0		0		15,737	(15,737)	0%
	HCP Homecare Salaries - Hcp		0		0		7,318	(7,318)	0%
	NDIS Homecare Salaries - Ndis		0		0		1,518	(1,518)	0%
	HCSO Homecare Salaries - Other		0		0		16,106	(16,106)	0%
	TRAIN Staff Training Salaries		0		0		0	0	0%
E082013	Homecare Leave/Wages Liability GEN		0		0		0	0	0%
E082015	Maintenance & Gardening		84,748		6,519		7,348	(829)	(13%)
E082020	Nursing Salaries		0		0		0	0	0%
E082025	Care Workers Salaries		0		0		94	(94)	0%
E082030	Superannuation		80,098		6,161		6,214	(53)	(1%)
E082035	Other Expenses		7,000		581		1,207	(626)	(108%)
E082040	Travelling - Mileage		15,000		1,250		1,302	(52)	(4%)
E082045	Staff Training		5,500		456		722	(266)	(58%)
E082050	Staff Training Salaries		0		0		0	0	0%
E082055	Subscriptions		3,000		249		0	249	100%
E082060	Postage & Freight		1,000		83		129	(46)	(55%)
E082063	Telephone Expenses		3,000		250		385	(135)	(54%)
E082065	Printing & Stationery		1,000		83		0	83	100%
E082070	Insurance		19,902		9,951		9,951	(0)	(0%)
E082075	Building Maintenance		3,000		247		2,599	(2,352)	(952%)
E082080	Plant & Equipment Mice		16,000		1,331		3,040	(1,709)	(128%)
E082083	Computer Equipment and Support		10,000		833		521	312	37%
E082085	Consumable Supplies		3,000		248		0	248	100%
E082090	Homecare Equipment and Catering Supplies		1,000		83		0	83	100%
E082095	HCP Expenses		76,403		6,366		19,435	(13,069)	(205%)
E082097	NDIS Expenses		1,000		83		0	83	100%
E082100	Administration Allocated		18,437		1,536		1,536	(0)	(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		22,158		0		0	0	0%
<b>OPERATING REVENUE</b>									
I082010	CHSP Grant	345,927		28,827		0		(28,827)	(100%)
I082015	Meals on Wheels	0		0		0		0	0%
I082020	CHSP Fee for Service	51,807		4,317		4,222		(95)	(2%)
I082025	Donations	0		0		0		0	0%
I082030	Government Pay Reimbursement	0		0		0		0	0%
I082031	Homecare - Other Income	10,380		865		0		(865)	(100%)
I082035	Profit On Sale of Asset	0		0		0		0	0%
I082040	HCP Client Daily Fee	41,790		3,482		1,986		(1,496)	(43%)
I082045	HCP Government Funds	367,518		30,626		0		(30,626)	(100%)
I082050	NDIS Contribution	52,919		4,409		3,058		(1,351)	(31%)
<b>SUB-TOTAL</b>		<b>870,341</b>	<b>1,066,646</b>	<b>72,526</b>	<b>89,802</b>	<b>9,266</b>	<b>93,298</b>		
Operating Surplus / (Deficit)			(196,305)		(17,276)		(84,032)		
<b>CAPITAL EXPENDITURE</b>									
E167790	Land and Buildings - Homecare							0	
E167752	Purchase Plant & Equipment - Homecare Program							0	0.00%
<b>CAPITAL REVENUE</b>									
I082005	Proceeds on Disposal of Assets	0.00		0.00		0		0.00	0.00%
I082006	Realisation on Disposal of Assets	0.00		0.00		0		0.00	0.00%
<b>SUB-TOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>TOTAL - HOMECARE PROGRAM</b>		<b>870,341</b>	<b>1,066,646</b>	<b>72,526</b>	<b>89,802</b>	<b>9,266</b>	<b>93,298</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

### 8.4 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:	Nil

#### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5481

Moved Cr G R Ball

Seconded Cr G K B West

That Council NOTES the Manager of Works report.

**CARRIED UNANIMOUSLY 4/0**

#### BRIEF SUMMARY

Nil

#### BACKGROUND/COMMENT

#### CONSTRUCTION CREW:

- Grading of gravel roads
- Cleaning up fallen trees and debris.
- Cleaning out drains around town
- Gravel sheet Toolibin road 3km east of Dongolocking road
- Gravel sheet Behn-Ord 2.3km east of Heights Tie road
- Roadside Mulching on various road completed 12km

#### TOWNS CREW

- Tidying up of parks and gardens and attending to maintenance work
- Watering parks and gardens
- Repairing reticulation
- Spraying for weeds town site and rural roads
- Attending to community requests
- Street cleaning

## UPCOMING WORKS:

Cleaning out and repairing culverts.  
Ongoing grading of rural roads  
Grade shoulders on all sealed roads  
Road side spraying on sealed roads

## 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.

**Saltwater Pumps:** The saltwater pumps were turned off on the 11.7.2025 water levels between 23 and 32 meters down, Pumps restarted on the 24.7.2025 water levels back up between 8 and 9 meters. Pumps rechecked on the 14.8.2025 water levels at Nalder street low turn pump off.

Boar Number	Date	Meter Reading	Water level	Water Pump	DESCRIPTION
PB-4	11.7.2025	29357	32.7		Turned pump off
PB-8	11.7.2025	78633	23		Turned pump off
PB-3	11.7.2025	147418	24.3		Turned pump off
PB-4	24.7.2025	same	8.7		up 24 mts Turned pump on
PB-8	24.7.2025	same	9.5		up 13.5 mts Turned pump on
PB-3	24.7.2025	same	11.4		up 12.9 mts Turned pump on
PB-4	15.8.2025	33862	32.1	4505 kl	Down 23.4 mts. Turned pump off
PB-8	15.8.2025	81595	10.1	2926 kl	down 0.6 mts
PB-3	15.8.2025	152331	18.5	4913 kl	down 7.1 mts



**African Daisy:** town crew have sprayed Three loaction Tudhoe street east of Venon to Lefroy, Jaloran road north of Tudhoe to Omdurman and Warwick street east of Khedive using different chemicals. Some signs of plant starting to die from Tudhoe to Lefroy.

Street	Location	Sides	Chemical Used	Chemical Mix	Date
Tudhoe Street	Wagin Mechanical to Lefroy Street	South	Glyphosate Outright Lontrel Glean Ester	Brew 1	30.07.2025
Jaloran Road	Tudhoe Street to Warwick Street	Both			31.07.2025













Street	Location	Sides	Chemical Used	Chemical Mix	Date
Jaloran Road	Warwick to Omdurman Street	Both	Glyphosate Glean Hotup	Brew 2	31.07.2025
Tudhoe Street	Khedive to Ware and corner block	Both			
Khedive Street	Ware to Costelloe	Both			









Street	Location	Sides	Chemical Used	Chemical Mix	Date
Costelloe	Tuhoe to Omdurman	Both	Spear Head Hotup	Brew 3	31.07.2025
Pederick Drive	Khedive to end	Both			01.08.2025
Marks Court	Pederick drive to Cul-de-sac	Both			01.08.2025







#### **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





## **9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

## **10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

## **11 URGENT BUSINESS**

Nil

## **12 CONFIDENTIAL BUSINESS**

### **COUNCIL RESOLUTION 5482**

**Moved Cr G K B West**

**Seconded Cr M A O'Brien**

**That Council move behind closed doors and the meeting be closed to the public in accordance with Section 5.23(a) and (c) of the *Local Government Act 1995*.**

**CARRIED UNANIMOUSLY 4/0**

8:02pm Officers assisting the meeting closed the meeting to the public.

Allan Hicks left the meeting at 8:02pm and did not return.

### 12.1.1 ARRANGEMENTS FOR SHIRE OF WAGIN PLANNING SERVICES

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil.
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CU.PR.3
STRATEGIC DOCUMENT REFERENCE:	
ATTACHMENTS:	Confidential Attachment 1 – MOU with Shire of Narrogin Confidential Attachment 2 – Responses to Planning Services EOI

*This report is confidential in accordance with section 5.23(2)(c) of the Local Government Act 1995 as it deals with a contract that may be entered into by the local government*

#### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5483

Moved Cr G R Ball

Seconded Cr M A O'Brien

That Council

1. **GIVES** the required 90 days notice that it will cease its Memorandum of Understanding with the Shire of Narrogin for planning services
2. **AGREES** that Shire of Wagin planning services will be provided under commercial agreement
3. **REQUESTS** that the Chief Executive Officer negotiate a multi-year agreement with a preferred supplier in Confidential Attachment 2.

**CARRIED UNANIMOUSLY 4/0**



## 12.1.2 CONFIDENTIAL - CEO PROFESSIONAL DEVELOPMENT OPPORTUNITY

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil.
DISCLOSURE OF INTEREST:	The Chief Executive Officer has declared a financial interest in the matter. The nature and extent of the interest is that the matter relates to a potential professional development opportunity
FILE REFERENCE:	CM.CO.1
ATTACHMENTS:	Attachment 1 Course information

*This report is confidential in accordance with section 5.23(2)(c) of the Local Government Act 1995 as it deals with a matter relating to an employee.*

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5484

**Moved Cr G R Ball**

**Seconded Cr G K B West**

**That Council AGREES to meet the costs of the Chief Executive Officer completing the Graduate Certificate in Social and Organisational Leadership delivered by the Charles Sturt University commencing in March 2026 and completed over a maximum of four semesters**

**CARRIED UNANIMOUSLY 4/0**



### 12.1.3 WRITE OFF OF OUTSTANDING DEBTS

AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Deputy Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	FM.DB.2
ATTACHMENTS:	Nil

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.

#### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5485

Moved Cr G R Ball                      Seconded Cr G K B West

That Council APPROVE the write off of Sundry Debtor account numbers 45, 54, 732, 1161 and 1189, totalling \$1,348.15.

CARRIED UNANIMOUSLY 4/0

#### COUNCIL RESOLUTION 5486

Moved Cr G K B West                      Seconded Cr M A O'Brien

That Council reopen the meeting to the public.

CARRIED UNANIMOUSLY 4/0

8:22 pm Officers assisting the meeting reopened to the public.

### 13 CLOSURE

With no further business to discuss Presiding Member, Cr Kilpatrick closed the meeting at 8:23pm.

I certify that this copy of the minutes is a true  
and correct record of the meeting held on  
26 August 2025

Signed .....  .....

Presiding Elected Member

Date: 16-9-2025 .....