

Ordinary Council Meeting

Notice of Meeting | 12th December 2024

I respectfully advise that the ORDINARY COUNCIL MEETING will be held in the Council Chambers, 10 Jennaberring Road, Quairading, WA on 12th December 2024 commencing at 2.00pm

Public are able to attend this meeting.

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

Alternatively, Questions may be asked in Person.

MEETING AGENDA ATTACHED



Natalie Ness
CHIEF EXECUTIVE OFFICER

Date: 06 December 2024

Disclaimer

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

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

CONTENTS

ITEM 1	OPENING & ANNOUNCEMENTS	5
ITEM 2	ATTENDANCE AND APOLOGIES	5
ITEM 3	PUBLIC QUESTIONS	6
	<i>No matters for consideration</i>	
ITEM 4	DEPUTATIONS/PRESENTATIONS/SUBMISSIONS/PETITIONS	6
4.1	Audit Findings Presentation	6
ITEM 5	APPLICATIONS FOR LEAVE OF ABSENCE	6
	<i>No matters for consideration</i>	
ITEM 6	DECLARATIONS OF INTEREST	6
ITEM 7	CONFIRMATION OF MINUTES AND BUSINESS ARISING	7
7.1	Confirmation of Minutes: Ordinary Council Meeting – 28 November 2024	7
	BUSINESS ARISING	7
ITEM 8	RECEIVAL OF COMMITTEE MEETING MINUTES (NO RECOMMENDATIONS)	8
8.1	Concept Forum Meeting – 28 November 2024	8
ITEM 9	RECOMMENDATIONS FROM COMMITTEE MEETINGS FOR COUNCIL CONSIDERATION	9
	<i>No matters for consideration</i>	
ITEM 10	MATTERS FOR CONSIDERATION – BUILDING & TOWN PLANNING	10
	<i>No matters for consideration</i>	
ITEM 11	MATTERS FOR CONSIDERATION – FINANCE & AUDIT	11
11.1	Request to adjust hire fees for Community Bus by Quairading District High School	11
11.2	Accounts for Payment - November 2024	16
11.3	Monthly Financial Statements - November 2024	67
ITEM 12	MATTERS FOR CONSIDERATION – GOVERNANCE & ADMINISTRATION	100
12.1	31 Dall Street Rent Reduction	100
12.2	Temporary Employment or Appointment of CEO Policy Review	104
12.3	Community Grants Program 2024/25, Round 1 - Quairading Early Years Network	111
12.4	Community Grants Program 2024/25, Round 1 - Quairading Bridge Club	114
12.5	Community Grants Program 2024/25, Round 1 - Quairading Rainmakers	117
12.6	Community Grants Program 2024/25, Round 1 - Quairading Football and Netball Club	120
12.7	Community Grants Program 2024/25, Round 1 - Quairading DHS P&C	123

12.8	Business Support Grants Program - 2024/25, Round 1 - Arun Thongjaj.....	126
12.9	Business Support Grants Program - 2024/25, Round 1 - Garrett's Garage	129
12.10	Business Support Grants Program - 2024/25, Round 1 - Quairading Farmers Co-operative	132
12.11	Business Support Grants Program - 2024/25, Round 1 - Agrisource Agencies.....	135
12.12	Business Support Grants Program - 2024/25, Round 1 - Quairading Club	138
12.13	Business Support Grants Program - 2024/25, Round 1 - The Clinic Quairading.....	141
12.14	Business Support Grants Program - 2024/25, Round 1 - Tash's Hair Studio	144
12.15	Shire Grants Programs - Budget Amendment.....	147
ITEM 13	MATTERS FOR CONSIDERATION – HEALTH & BUILDING	151
	<i>No matters for consideration</i>	
ITEM 14	MATTERS FOR CONSIDERATION – WORKS & SERVICES.....	152
14.1	Rural Roadside Tree Planting Policy - Biennial Reveiw	152
14.2	Town Treescape Policy - Biennial Reveiw	157
14.3	Urban Crossover Policy - Biennial Reveiw.....	166
14.4	Verge Improvement Policy - Biennial Reveiw	173
ITEM 15	MATTERS FOR CONSIDERATION - WORK, HEALTH & SAFETY	179
	<i>No matters for consideration</i>	
ITEM 16	URGENT COUNCILLOR’S BUSINESS.....	179
ITEM 17	CONFIDENTIAL ITEMS	179
	<i>No matters for consideration</i>	
ITEM 18	NEXT MEETING DATE.....	179
ITEM 19	CLOSURE	179

SHIRE OF QUAIRADING

ITEM 1 OPENING & ANNOUNCEMENTS

The Shire President opened the Meeting at _____ pm.

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

ITEM 2 ATTENDANCE AND APOLOGIES

Councillors

Cr JN Haythornthwaite	Shire President
Cr TJ Stacey	Deputy Shire President
Cr RC Faltyn	
Cr EV Gom	
Cr JC Hayes	
Cr JR Hippisley	

Council Officers

Ms NJ Ness	Chief Executive Officer
Ms T Brown	Executive Manager, Corporate Services
Ms SE Caporn	Executive Manager, Works & Services
Ms J Green	Executive Manager, Economic Development
Ms M Haeusler	Executive Officer

Observers/Visitor

Nil

Apologies

Nil

Leave of Absence Previously Granted

Cr BR Cowcill

ITEM 3 PUBLIC QUESTIONS

No matters for consideration

ITEM 4 DEPUTATIONS/PRESENTATIONS/SUBMISSIONS/PETITIONS**4.1 Audit Findings Presentation**

Caitlin McGowan from the OAG (representative attending) and Tim Partridge will present the 2023/24 FY Audit findings to Council via TEAMS.

ITEM 5 APPLICATIONS FOR LEAVE OF ABSENCE

No matters for consideration

ITEM 6 DECLARATIONS OF INTEREST

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

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

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

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

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

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

ITEM 7 CONFIRMATION OF MINUTES AND BUSINESS ARISING

7.1 Confirmation of Minutes: Ordinary Council Meeting – 28 November 2024

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on the 28 November 2024 be confirmed as a true and accurate record.

BUSINESS ARISING

ITEM 8 RECEIVAL OF COMMITTEE MEETING MINUTES (NO RECOMMENDATIONS)**8.1 Concept Forum Meeting – 28 November 2024****Responsible Officer** Natalie Ness, Chief Executive Officer**Reporting Officer** Marion Haeusler, Executive Officer**Attachments** Nil**Voting Requirements** Simple Majority**Disclosure of Interest** Reporting Officer: Nil

Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council receive the minutes of the Concept Forum for its meeting on 28 November 2024.


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

**ITEM 9 RECOMMENDATIONS FROM COMMITTEE MEETINGS FOR COUNCIL
CONSIDERATION**

No matters for consideration

ITEM 10 MATTERS FOR CONSIDERATION – BUILDING & TOWN PLANNING

No matters for consideration

ITEM 11 MATTERS FOR CONSIDERATION – FINANCE & AUDIT**11.1 Request to adjust hire fees for Community Bus by Quairading District High School****Responsible Officer** Natalie Ness, Chief Executive Officer**Reporting Officer** Sarah Caporn, Executive Manager, Works & Services**Attachments** 1. Letter from Quairading P&C regarding bus hire fees [↓](#) **Voting Requirements** Absolute Majority**Disclosure of Interest** Reporting Officer: Nil

Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council endorse an addition to the 2024/25 Fees & Charge to add a Community Bus Hire Fee of \$1/km (including GST) for Quairading District High School use.

IN BRIEF

The Quairading P&C purchased a bus in 2018 which has been used exclusive by Quairading District High School (QDHS) staff and students.

This significantly decreased the use of the Shire's Community Bus.

They are now considering selling their bus and instead utilising the Shire's Community Bus for school activities and excursions.

Before any final decisions are made, they have approached Council to reduce the standard hire rate.

Bus hire costs currently include refuelling by the Shire and a bond would still apply.

MATTER FOR CONSIDERATION

The Quairading P&C (on behalf of the QDHS) requests that Council reduces the hire fee for the Community Bus from \$1.30 incl. GST to \$1.00 incl. GST for QDHS use.

BACKGROUND

The Shire's current Community Bus is a 2012 Rosa which is now 12 years old. The current odometer reading is 83,854km. It was due for replacement some years ago, but Officers have held off due to the low number of kilometres and the potential suggestion of moving to a large 14-seat van/s rather than the 25-seat bus. It is anticipated that the bus is replaced during the 2025/26 Budget.

Looking at the current usage, divided evenly over the 12 years it's been in operation, the bus travels an average of 6,987km/year. It was more frequently utilised by the school prior to the P&C purchasing a bus as well as a dip in activity during the covid pandemic period. Looking back through the logbook, the Community Bus has only travelled approximately 4,119km in the last 12 months.

The P&C estimates that the school travels approximately 4,560km a year to various events and excursions. This, combined with the other main users in the Quairading Bowling Club, Ballardong Elders and QARRAS group would mean the bus would be utilised approximately 10,000km per year.

The Shire would still be responsible for maintaining the bus. At 10,000km per year we don't anticipate a large jump in servicing costs – service intervals are typically between 10 and 15,000 kms. It would also still need to be licenced, insured and undergo a Bus Type inspection by the authorised Dept. of Transport inspector regardless of how many kilometres are travelled.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Australian Accounting Standards

POLICY IMPLICATIONS

Asset Management Policy

Schedule of Fees & Charges

FINANCIAL IMPLICATIONS

Reducing the fee to \$1/km for QDHS trips forgoes potential income to Council of \$1,350. The school would still be paying \$4,500 in hire fees on their typical kilometres. The bond would still be paid and likely held at the Shire for the full school year.

ALIGNMENT WITH STRATEGIC PRIORITIES

- 1.2 Community:** Provide social and cultural activities for all members of the community
- 5.2 Governance & Leadership:** Forward planning and implementation of plans to determine Strategic Plan and service levels
- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community
- 5.4 Governance & Leadership:** Implement systems and processes that meet legislative and audit obligations

CONSULTATION

No formal public consultation has been undertaken on this proposal.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

- 3.1 Governance, Financial and Compliance Risks:** Financial Viability and Asset Management
- 4.2 Strategic, Social and Economic Risks:** Social Challenges and Community Expectations

RISK ASSESSMENT

Financial	Medium <i>Running costs may increase with the additional usage of the Community Bus. These are not expected to be large and may assist with repairs with the bus being used more regularly.</i>
Health	Not applicable
Reputation	Low <i>It is positive for the Shire to be supporting various community groups and youth development through school activities.</i>
Operations	Low <i>Bus hire and management of keys processes are already in place.</i>
Natural Environment	Not applicable

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

COMMENT

Officers are in favour of the P&Cs request to utilise the Community Bus. The bus is a significant Shire asset which is currently underutilised. Allowing the school to have greater access to the Community Bus will also increase it and Council’s visibility within the town and wider community. The school usually plan their activities well in advance so Officers don’t anticipate that there will be often a clash in bookings. The sporting clubs are mainly hiring over the weekends and the school will be during the week. QARRAS are typically flexible and can fit their trips around the bus availability.

There was a request for the school to access a key out of Administration Office hours. Officers are not supportive of the school holding a key due to the potential for a clash of bookings. On days when they need to leave early, a key can be held at the Works Depot (which opens at 7am weekdays) or the Shire can have a combination locked box installed near the bus bay to store the key overnight when needed.

Stacey Harris
On behalf of the Quairading District High School P and C
Email: haydon.stacey@bigpond.com

14th October 2024

Cr J Haythornthwaite
Shire President
Shire of Quairading
10 Jennaberring Road
QUAIRADING WA 6383

RE: Requesting support and collaboration for QDHS P&C to use the Quairading Community Bus

Dear Jo

I am writing to seek Council's support regarding use of the Shire of Quairading Community Bus. The P & C enjoys a long history and supportive partnership with the Shire. We share a commitment to promoting community engagement and collaboration as well as social cohesion between every social group. Together we can continue to build a vibrant and inclusive and connected community.

As you may remember, the P&C purchased a 25-seater bus in 2018 to facilitate transportation of Quairading District High School students to sporting and educational excursions, that they had previously missed out on, due to expense. The P&C came to the decision to purchase our own bus as it was cheaper for Quairading teaching staff to travel to Tammin to hire their bus than utilise the Shire's bus. It is my understanding that the P&C Committee at that time moved ahead with the purchase without approaching Council for their consideration to adjust any fees and charges.

I am pleased to say that access to a bus has delivered on our goal to transport every child to any excursion the school programs to enhance their curriculum delivery, regardless of economic circumstance. Feedback from QDHS staff has also been an overwhelmingly positive. The students have attended more excursions and outside opportunities than would be available without the bus. The staff will also attest to the fact that these excursions help with camaraderie and unity between students of all backgrounds as well as enhanced and engaging teaching and learning.

The P & C bus averages 4500KM per year on excursions that range from short trips to attend vital local swimming lessons, the Quairading Golf Club for cross country and visits to the Nookaminne Rock for Two Way Science (a pioneering indigenous curriculum). Longer excursions include transport to interschool sporting days around the Wheatbelt, and leadership and mentoring camps in Perth for the high school students.

Due to ongoing need to regular maintenance and servicing requirements as well as a generational shift in our parent body, the P&C are now looking to sell this bus and are approaching the Shire for more frequent use of the Community Bus. We appreciate that the Shire provides access to a Community Bus for residents which may currently be under-utilised.

If the P&C sell our bus, we are seeking support from Council that QDHS receive a special rate for the usage of the Community Bus. We propose that the current fee of \$1.30/km (inc GST) be

adjusted to \$1/km for school use, and listed as a line item within Council's Fees & Charges document. If Council support such an amendment, we ask that it be excluded from any increases (CPI or otherwise) for a period of three years. This could be revisited should the cost of fuel or overall hire changes of the Community Bus change significantly and the Shire holding a bond would still apply.

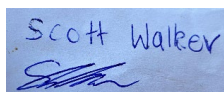
If this arrangement progresses, the P&C would like to ask if QDHS could have its own bus key and shed fob to gain seamless and frequent access to the bus, particularly outside of Administration Office hours with excursions regularly leaving town prior to 7.30am and in some instances returning from Perth can be as late at 7pm.

The Committee be open to a long-term formal agreement with the Shire for the capped and managed bus usage to provide confidence and certainty around the P&C's move to utilising the Community Bus while also allowing other residents and community groups to hire the resource (e.g. QARRAS). This will ensure that our biggest priority of continuing providing free transport for every single student at QDHS can be sustained long into the future.

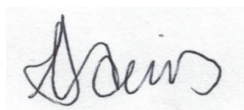
I am available to answer any questions Councilors may have but look forward to your favourable consideration of this proposal in due course.

Thank you.

Yours sincerely






Scott Walker
Quairading District High School and P and C President



Stacey Harris
Quairading District High School P&C Vice-President

11.2 Accounts for Payment - November 2024**Responsible Officer** Cynthia Lowe, Senior Finance Officer**Reporting Officer** Chanel Mills, Finance & Customer Service Officer**Attachments**

1. 11.1 (i) List of Accounts November 2024 [↓](#) 
2. 11.1 (ii) Transport Takings - November 2024 [↓](#) 
3. 11.1 (iii) Credit Card Reconciliation November [↓](#) 

Voting Requirements Simple Majority**Disclosure of Interest** Reporting Officer: Nil

Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council note the following:

1. That schedule of accounts for November 2024 covering EFT 14583 to EFT 14747 totalling \$723,223.83 be received (Attachment i);
2. That police licensing payments for the month of November 2024 totalling \$38,898.55 be received (Attachment ii); and
3. That fund transfers to the corporate credit card for November 2024 totalling \$10,268.82 be received (Attachment iii); and
4. That net payroll payments for the month of November 2024 totalled \$131,923.74; and
5. That the lease payments for the month of November 2024 totalled \$1,225.58 for the CESM vehicle lease.

IN BRIEF

Payments are as per attachments (i), (ii) and (iii)

MATTER FOR CONSIDERATION

Note the accounts paid during November 2024

BACKGROUND

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

STATUTORY ENVIRONMENT*Local Government (Financial Management) Regulations 1996**Local Government Act 1995*

POLICY IMPLICATIONS

Corporate Credit Card Policy

Purchasing Policy

Delegation 1.1.13: Payments from the municipal or trust funds

FINANCIAL IMPLICATIONS

Payment from Council’s municipal fund. Expenditure as per delegated authority and included in the 2024/2025 budget.

Payments made for the 2024/25 year in the payments List have been included in Council’s budget in accordance with section 6.8 of the Local Government Act 1995.

ALIGNMENT WITH STRATEGIC PRIORITIES

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

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

- 3.1 **Governance, Financial and Compliance Risks:** Financial Viability and Asset Management
- 3.3 **Governance, Financial and Compliance Risks:** Organisational Misconduct

RISK ASSESSMENT

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

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

COMMENT

The payment listing for November 2024 are included in **Attachment (i)**

11.1 (I) List Of Accounts - November 2024					
Chq/EFT	Date	Name	Description	Amount	Funded
EFT14583	01/11/2024	GREG & JO HAYES (CR. JO HAYES)	COUNCILLOR SITTING FEES JULY - SEPTEMBER 2024	790.00	
EFT14584	01/11/2024	JONATHAN RICHARD HIPPISEY	COUNCILLOR SITTING FEES JULY - SEPTEMBER 2024	790.00	
EFT14585	01/11/2024	QUAIRADING EARTHMOVING CO.	GRADING - JOHNSTON ROAD, CAROLING SOUTH ROAD, RICHARDS ROAD, PUNCH ROAD, OLD BEVERLEY WEST ROAD & HOMEBUSH ROAD	15576.00	
EFT14586	01/11/2024	ARROW BRONZE	ARROW BRONZE NICHE WALL PLAQUE - ZALAI SKLNS (ONCHARGED)	601.34	FULLY
EFT14587	01/11/2024	CDA AIR CONDITIONING & REFRIGERATION	URGENT ATTEND TO REPAIR TOWN HALL COOL ROOM (AHEAD OF FUNERAL)	523.50	
EFT14588	01/11/2024	MCINTOSH & SON WA	2 x LATCHES CAP, FILLER FOR P272B FUSO TRUCK	333.89	
EFT14589	01/11/2024	WATER CORPORATION	WATERCORP ACCOUNT #9007856224 SUPPLY AND USAGE FOR THE PERIOD 16/8/24 - 16/10/24 604 KL USED (AKV & PARKER HOUSE) WATERCORP ACCOUNT #9007858983 SUPPLY AND USAGE FOR THE PERIOD 16/8/24 - 16/10/24 1KL USED	2245.64	PARTIALLY
EFT14590	01/11/2024	BOB WADDELL & ASSOCIATES PTY LTD	2024/2025 RATES MANAGEMENT: 4HRS SERVICE PROVIDED BY TARA (W/E: 20/10/2024) CONFIRMATION & UPDATE OF OF OWNERSHIP, PENSIONER APPLICATIONS, INTRIM SCHEDULES, RATES QUERIES & GENERAL 2024/2025 FINANCIAL ASSISTANCE (JUNE MONTHLY FINANCIAL STATEMENTS)	1232.00	
EFT14591	01/11/2024	SARAH CAPORN	REIMBURSEMENT FOR EMWS PURCHASES - GUILDFORD GARDEN CENTRE - 5 X WIND SPINNER ORNAMENTS FOR PARKER HOUSE WOOLWORTHS - BULK SWIM NAPPIES FOR Q SWIMMING POOL	985.00	
EFT14592	01/11/2024	ESTELLE VIVIAN GOM	REFUND OF ELECTION NOMINATION FEE	100.00	FULLY
EFT14593	01/11/2024	WESTRAC PTY LTD	NEW DOOR GLASS X2, NEW DOOR LATCH, NEW AIR FILTERS AS OLD ONES WERE DUSTED FOR MOTOR GRADER P5512	3341.27	
EFT14594	01/11/2024	CR. TREVOR STACEY	COUNCILLOR SITTING FEES JULY - SEPTEMBER 2024	960.00	

EFT14595	01/11/2024	GREAT SOUTHERN FUEL SUPPLIES	DIESEL 5000L - WORKS DEPOT	8276.02	
EFT14597	01/11/2024	COLAS	HOT BITUMEN SEAL - SINGLE COAT SEAL SLK 4.30-6.23 QDG-CORRIGIN ROAD (RRG) QUAIRADING - CORRIGIN ROAD	62607.63	PARTIALLY
EFT14598	01/11/2024	COMBINED PEST CONTROL	PEST CONTROL SPRAY -SWIMMING POOL	264.00	
EFT14599	01/11/2024	WA CONTRACT RANGER SERVICES PTY LTD	CONTRACT RANGER SERVICES FOR THE MONTH OF OCTOBER 2024 - DATES SERVICED 10/10/24 & 16/10/24 (INC COMMUNITY FORUM ATTENDANCE)	1155.00	
EFT14600	01/11/2024	C & D CUTRI	URGENT REPAIRS TO BRIDGE No 4143, MT STIRLING RD	16610.00	
EFT14601	01/11/2024	COMPRESSED AIR INSTALLATIONS WA PTY LTD	SERVICE - COMPRESSED AIR VESSELS, WORKS DEPOT & MOBILE UNIT ON Q633	3294.01	
EFT14602	01/11/2024	WESTERN HYDRAULICS CORRIGIN	HYDRAULIC HOSES - PIG TRAILER FOR TIP TRUCK - P15086	2756.36	
EFT14603	01/11/2024	CLARK EQUIPMENT SALES PTY LTD	BOBCAT MAJOR SERVICE - HYDRAULIC REPAIR - P430	2881.45	
EFT14604	01/11/2024	REWARD HOSPITALITY	C/PARK SUPPLIES - (FITTED SHEET, SOAP, SHAMPOO, MILK) TOWN HALL SUPPLIES - (VARIOUS UTENSILS, PLATES, BOWLS)	1394.99	
EFT14605	01/11/2024	FITONIA PTY ATF THE SILVERSPRING TRUST T/AS T J DEPIAZZI & SONS	100m3 SOFT FALL PINE CHIP MULCH - KWIRRADING KOORT PARK PLAY EQUIPMENT	7645.00	
EFT14606	01/11/2024	LFA FIRST RESPONSE	QUAIRADING BFB TRUCKS BASIC FIRST AID SUPPLIES (HEARTPAD-PAK DEFIB GREY ADULT DISPOSABLE BATTERY & ELECTRODE REPLACEMENT, SNAKE, SPIDER AND TRAUMA KIT, BURNS KIT INC DELIVERY DEFIB TRAINER CPR (SHARED COST) CESM VEHICLE FIRST AID SUPPLIES (AED PREPARATION KIT, OXYGEN, EPIPEN, ASTHMA KIT, SNAKE, SPIDER, TRAUMA AND BURNS KIT)	10977.68	PARTIALLY

EFT14607	01/11/2024	BRUCE ROCK HEALTH CENTRE	PRE-EMPLOYMENT MEDICAL - PLANT OPERATOR AND GENERAL HAND	121.00	
EFT14608	01/11/2024	Crisp Wireless	MONTHLY INTERNET CONNECTION - NOVEMBER 2024 (SHIRE ADMIN, DEPOT, 8 DALL ST, 28 REID ST, QMP, DRS HOUSE, YOUTH CENTRE, SWIMMING POOL, VET CLINIC (INC WIFI INSTALLATION)	1658.87	
EFT14609	01/11/2024	SECUREX PTY LTD.	SERVICE SECURITY SYSTEM AND REPLACE B'UP BATTERY - BOWLING CLUB, CRC, MEDICAL PRACTICE, WORKS DEPOT & SHIRE ADMIN. OFFICE INC TRAVEL COSTS	1809.96	
EFT14610	01/11/2024	HUTTON & NORTHEY SALES	REPAIR TO HYDRAULIC HOSE x 2 (TIP BACKHOE)	232.13	
EFT14611	01/11/2024	CORSIGN	SIGNS - FIRE WATER DRY, EVACUATION CENTRE, PEDESTRIAN CROSSING, DISABLED PARKING	1504.80	
EFT14612	01/11/2024	CYNTHIA LOWE	REIMBURSEMENT OF MEAL ALLOWANCES & PARKING FOR SFO CONFERENCE	160.36	
EFT14613	01/11/2024	ELDERS QUAIRADING	AUGUST 2024 MONTHLY ACCOUNT - 600MM REPLACEMENT WALL OVEN - UNIT 5 AURTHUR KELLY VILLAGE C/PARK - HAND TOWEL CTN	1863.90	
EFT14614	01/11/2024	FULLY PROMOTED MIDLAND	PLANT OPERATOR AND GENERAL HAND - WORK UNIFORM UNIFORM PURCHASE FOR SFO & EO	1454.18	
EFT14615	01/11/2024	WOODSTOCK ELECTRICAL SERVICE	REPAIR- WATER RINGS - KWIRRADING KOORT REPAIRS TO MEDICAL CENTRE AUTO SWITCH IN GENERATOR & LED FLURO IN CONSULTING ROOM 64 CORALING ST ELECTRICAL REPAIRS (ADD A DOUBLE POWER POINT, CHANGE LIGHT BULBS AND REPAIR LED CONNECTIONS)	5988.99	
EFT14616	01/11/2024	CR R FALTYN	COUNCILLOR SITTING FEES JULY - SEPTEMBER 2024	470.00	
EFT14617	01/11/2024	CLEARSHIELD AUSTRALIA	REPLACEMENT SCREEN SECURITY DOOR , VET CENTRE	1650.00	
EFT14618	01/11/2024	COASTAL VEGETATION MANAGEMENT	BUSHFIRE MITIGATION AS PER RFQ FROM SHIRE OF QUAIRADING	70158.00	FULLY

EFT14619	01/11/2024	BITUMEN DISTRUBUTORS PTY LTD	400LT BITUMEN EMULSION FOR DOODENANNING - MAWSON RD	462.00	
EFT14620	01/11/2024	VERIZON CONNECT	MONTHLY SUBSCRIPTION - DEPOT VEHICLE TRACKERS	496.10	
EFT14621	01/11/2024	MARK BLACK	REFUND OF POST HOLE SHOVEL PURCHASED FOR QWRF BY QWRF MANAGER	18.98	
EFT14622	08/11/2024	TELSTRA	TELSTRA ACCOUNT #941548000 (LANDLINES) SUPPLY AND USAGE FOR THE PERIOD 20/10/24 - 19/11/24 - SHIRE ADMIN, WORKS ADMIN, QMP, LANDCARE, P/LICENSING, SWIMMING POOL, Q CRC	607.79	
EFT14623	08/11/2024	BOB WADDELL & ASSOCIATES PTY LTD	ASSISTANCE WITH THE 2023/2024 ANNUAL FINANCIAL REPORT & SEPTEMBER MONTHLY FINANCIAL STATEMENTS 2024/2025 RATES MANAGEMENT: .5 HRS SERVICE PROVIDED BY TARA (W/E: 27/10/24) RATES QUERIES, ADJUSTMENTS & AUDITORS REPORTS	352.00	
EFT14624	08/11/2024	G J JONES PLUMBING	REPAIRS TO WATER LINE INTO SWIMMING POOL	242.50	
EFT14625	08/11/2024	DEAN ROBERT MASTIN	BFB VOLUNTEER REIMBURSEMENT FOR MR LICENSE CTT & PDA TEST	159.90	
EFT14626	08/11/2024	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2024/25 ESL QUARTER 2 IN ACCORANGE WITH DEPARTMENT OF FIRE AND EMERGENCY SERVICES WA ACT - EMERGENCY SERVICES LEVY - 1988 PART 6A SECTION 36L & 36M	4897.15	FULLY
EFT14627	08/11/2024	CR. JO HAYTHORNTHWAITE	COUNCILLOR SITTING FEES JULY - SEPTEMBER 2024	1610.00	
EFT14628	08/11/2024	COLAS	ADDITIONAL HOT BITUMEN RESEAL SINGLE COAT (23/24) FOR QUAIRADING - CORRIGIN ROAD (RRG)	17830.55	PARTIALLY
EFT14629	08/11/2024	COMBINED PEST CONTROL	COCKROACH SPRAY- SHIRE ADMIN BUILDING	198.00	
EFT14630	08/11/2024	MOORE AUSTRALIA (WA) PTY LTD	2024 FINANCIAL REPORTING - TEMPLATE AND DOCUMENTATION	1650.00	
EFT14631	08/11/2024	LOCAL COMMUNITY INSURANCE SERVICES	PUBLIC & PRODUCTS LIABILITY - RENEWAL 25/10/2024 - 25/10/2025 SHIRE OF QUAIRADING ON BEHALF OF UNINSURED STALLHOLDERS, BUSKERS, PERFORMERS AT COUNCIL EVENTS INC STAMP DUTY	1008.08	

EFT14633	08/11/2024	MALCOLM THOMPSON PUMPS - EFTSURE VERIFIED	%50 DEPOSIT - SUPPLY & REPLACE BORE PUMPS 3 & 4 - QDG BORE FIELD	4057.22	PARTIALLY
EFT14634	08/11/2024	IMPRINT PLASTIC	3 x ACRYLIC DESK SIGN 250 X 30MM - ELECTED COUNCILLOR, CSO AND TRAINEE	112.20	
EFT14635	08/11/2024	OFFICEWORKS	ADMIN STATIONERY PURCHASES FOR OCTOBER 24 - PENS, MONITOR ARMS, MAGENTIC SHEETS INCL POSTAGE	178.53	
EFT14636	08/11/2024	BRIAN KIMBER	SKELETON WEED REIMBURSEMENTS - VEHICLE COSTS: FUEL PURCHASES COMMUNICATIONS: TELEPHONE CHARGES 15/9/24 - 14/10/24 & 15/10/24 - 14/11/24 FACILITATION: PRESEASON ACCOMODATION & FOOD ALLOWANCES INC GST	513.48	FULLY
EFT14637	08/11/2024	AMPAC DEBT RECOVERY (WA) PTY LTD	AMPAC DEBT RECOVERY COSTS FOR OCTOBER 2024	268.50	FULLY
EFT14638	08/11/2024	PLAY CHECK PTY LTD - EFTSURE VERIFIED	PLAYCHECK - KWIRRADING KOORT PARK, 2024/25 AUDIT AND INSPECTION	1430.00	
EFT14639	08/11/2024	RESONLINE PTY LTD	ROOM MANAGER (CARAVAN PARK BOOKINGS) MONTHLY FEE - OCTOBER 2024	242.00	
EFT14640	08/11/2024	AFGRI EQUIPMENT AUSTRALIA TRADING AS AFGRI	COOLANT HOSE FOR JOHN DEERE TRACTOR P754 HOSES FOR TRACTOR P754	233.84	
EFT14641	08/11/2024	BUNNINGS GROUP LIMITED	EM MGMT VEHICLE VARIOUS MAINTENANCE MATERIALS & C/PARK OPERATIONAL MATERIALS 2 x SPRINKLER HOSE END WOBBLE TEE LOW PRESSURE, HOLESAWCOBALT SUTTON 13PC, 2 x MAT OUTDOOR BAYLISS, HAND TOOL SET STANLEY 87PCE HOSE NOZZEL GARDENA 13MM SET, GARDEN HOSE NYLEX 12MMx15M TRIPLEFLEX, ASST HOSE/BRASS ADAPTERS/HOSE CONNECTION /LEAD EXTENSION, CLEANER H/PRESS CORDED GERNI	967.63	
EFT14642	08/11/2024	M.A.L. AUTOMOTIVE PTY LTD.	BASIC SERVICE ON WORKS DEPOT VEHICLE, Q3870 HINO TIP TRUCK, Q3446, Q465 BT50, Q651 D-MAX	2528.35	

EFT14643	08/11/2024	SECUREX PTY LTD.	SECURITY ALARM SYSTEM MONITORING 01/10/24 - 30/09/25 SHIRE ADMIN, DEPOT WORKSHOP & Q CRC	2059.20	
EFT14644	08/11/2024	HUTTON & NORTHEY SALES	20L HYDRAULIC OIL FOR BOBCAT LOADER P430	203.03	
EFT14645	08/11/2024	SCAVENGER SUPPLIES PTY LTD	FIRE FIGHTING APPLIANCE ADAPTORS TO CONNECT TO STANDPIPES	160.05	
EFT14646	08/11/2024	CR.B COWCILL - SITTING FEE'S	COUNCILLOR SITTING FEES JULY - SEPTEMBER 2024	705.00	
EFT14647	08/11/2024	CARABINER ARCHITECTS PTY LTD	SCHEMATIC DESIGN %20 (%20 CLAIM) END SEP 24 - QUAIRADING SPORTS PRECINCT LRCI	10633.70	FULLY
EFT14648	08/11/2024	FULLY PROMOTED MIDLAND	UNIFORMS ORDER FOR CSFO	379.50	
EFT14649	08/11/2024	WOODSTOCK ELECTRICAL SERVICE	REPAIRS TO TOWN HALL COOL ROOM	660.00	
EFT14650	08/11/2024	WHEATBELT TILT TRAY & CRANE	RECOVERY OF 4.4 ISUZU FIRE APPLIANCE P02 FOLLOWING BREAKDOWN ON FIRE GROUND - RETURNED TO QUAIRADING SHIRE FOR REPAIRS	1540.00	
EFT14651	08/11/2024	SASKIA KORZONEK	BFB VOLUNTEER REIMBURSEMENT FOR MR LICENSE CTT & PDA TEST	159.90	
EFT14652	08/11/2024	GARRETT'S GARAGE	SERVICE - CESM VEHICLE (1HFT-882)	1094.24	PARTIALLY
EFT14653	08/11/2024	READYTECH (PREVIOUSLY IT VISION)	READY COMMUNITY (ALTUS) PAYROLL AWARD CHANGES - HALF DAY - EO	495.00	
EFT14654	08/11/2024	W.A SAFETY TAPE AND MESH	DEPOT PPE SUPPLIES - GLOVES, VEST, GLASSES FOR SAFETY	453.80	
EFT14655	08/11/2024	SOFTSCAPES & RETICULATION PTY LTD - VERIFIED	FENCING INSTALLATION - SWIMMING POOL & 8 DALL ST RESIDENCE	22799.27	
EFT14656	08/11/2024	GRAEME ELLIS	REFUND OF GRAEME ELLIS - AGRI HALL PRIVATE HIRE 26/10/24 - KEY BOND & FACILITY BOND	825.00	FULLY
EFT14657	08/11/2024	BOC LIMITED	CONTAINER SERVICE - DAILY TRACKING FOR PERIOD 28/9/24 - 28/10/2024	50.97	

EFT14658	08/11/2024	PLUMBER'S MOBILE PLUMBING	GILLET ST UNITS - LOCATE AND REPAIR LEAK TO HWS, COMMUNAL UNIT, SHARED BY ALL TENANTS C/PARK- BLOCKED SEWER PIPE @ GENTS TOILETS CARAVAN PARK, EXTEND INSPECTION TO GROUND LEVEL	2216.50	
EFT14659	12/11/2024	AUSTRALIAN TAXATION OFFICE	BAS JULY 2024 31.07.24	43180.00	
EFT14660	14/11/2024	TEAM GLOBAL EXPRESS (PREVIOUSLY T/A TOLL TRANSPORT PTY LTD)	TEAM GLOBAL/TOLL -DELIVERY OF ITEMS FOR TOWN HALL & TOWN SIGNS	214.56	
EFT14661	14/11/2024	WHEATBELT EQUIPMENT PTY LTD - EFTSURE VERIFIED	NEW RIM-WHEEL STUDS FOR JCB BACKHOE P617	1421.45	
EFT14662	14/11/2024	TELSTRA	TELSTRA ACCOUNT #3147560738 USAGE FOR THE PERIOD 2/11/24 - 1/12/24 WAP INTERNET TELSTRA ACCOUNT #4866080200 USAGE FOR THE PERIOD 29/10/24 - 28/11/24 QMP FAX INC SERVICES & EQUIPMENT RENTAL TELSTRA ACCOUNT #3147560795 USAGE FOR THE PERIOD 4/11/24 - 3/12/24 CESM SAT PHONE	484.86	PARTIALLY
EFT14663	14/11/2024	SHIRE OF KULIN	CHEMICAL HANDLING TRAINING -MAA95- 3 X WORKS DEPOT STAFF & SUPERVISOR OF PARKS & GARDENS	181.60	
EFT14664	14/11/2024	HERSEY'S SAFETY PTY LTD	20L TAR REMOVER FOR BULYEE - QUAIRADING ROAD (RRG)	321.20	PARTIALLY
EFT14665	14/11/2024	COMMUNITY RESOURCE CENTRE - QUAIRADING	YOUTH CENTRE PHOTOCOPYING 2/10/24 ECONOMIC DEVELOPMENT TEAM PRINTING, PHOTOCOPYING FOR OCTOBER INC & LAMINATING GRANT FORMS & POLICIES BANKSIA BULLETIN, NOVEMBER 24 11 COMMUNITY PHONE BOOKS FOR SHIRE ADMINISTRATION & EMT TEAM	473.76	
EFT14666	14/11/2024	MCINTOSH & SON WA	MISC PARTS FOR TIP BACKHOE P3854 (CAP, FILLER) MISC PARTS FOR TIP BACKHOE P3854 (CRIMP HOSE, ANTENNA KIT, BATTERY)	395.90	
EFT14667	14/11/2024	BLOOMY'S NURSERY AND FLORIST	REMEMBRANCE DAY WREATH NOV 2024	150.00	

EFT14668	14/11/2024	BOB WADDELL & ASSOCIATES PTY LTD	ASSISTANCE WITH THE 2024/2025 ANNUAL FINANCIAL REPORT 2024/2025 RATES MANAGEMENT: 4.5HRS SERVICE PROVIDED BY TARA (W/E: 10/11/24) CHANGE OF OWNERSHIP, PENSIONER CLAIMS, RATES QUERIES, ADJUSTMENTS, GENERAL 2024/2025 RATES MANAGEMENT: 6HRS SERVICE PROVIDED BY TARA (W/E: 03/11/24) PENSIONER CLAIMS, APPLICATIONS & LETTERS, RATES QUERIES, GENERAL & RATES EOM START - COMPLETE	4180.00	
EFT14669	14/11/2024	BENTNAIL BUILDING & MAINTENANCE	1 DAY HIRE-MINI EXCAVATOR, FOR OVAL IRRIGATION REPAIRS HIRE - TEMPORARY FENCING AT QWRF HIRE - MINI EXCAVATOR, FOR OVAL IRRIGATION REPAIRS	495.00	
EFT14670	14/11/2024	VISIMAX SAFETY PRODUCTS	Q WRF x 6 CAT TRAPS	1155.00	
EFT14672	14/11/2024	WCS CONCRETE PTY LTD	CONCRETE CULVERT HEADBOARDS FOR QUAIRADING - CORRIGIN ROAD MAINTENANCE	2362.80	
EFT14673	14/11/2024	WA CONTRACT RANGER SERVICES PTY LTD	CONTRACT RANGER SERVICES FOR THE MONTH OF OCTOBER 2024 - DATES SERVICED 22/10/24 & 23/10/24 NOVEMBER 2024 - DATES SERVICED 1/11/24	924.00	
EFT14674	14/11/2024	STABILISATION TECHNOLOGY	PROCESSING OF GRAVEL SAMPLES 2024/25 RRG 002 - BULYEE - QUAIRADING ROAD	3800.50	PARTIALLY
EFT14675	14/11/2024	FLAVOUR TOWN CATERING	CATERING FOR BOTH SESSIONS OF 2024 COMMUNITY FORUM	1050.00	FULLY
EFT14676	14/11/2024	IMPRINT PLASTIC	NAME AND BADGE - WORKS DEPOT ADMIN & PARKS AND GARDENS SUPERVISOR	58.85	
EFT14677	14/11/2024	QUAIRADING BOOK POST (2020)	MONTHLY FEE FOR PROVISION OF LIBRARY SERVICES & ADMIN POSTAGE OCTOBER 2024	2526.48	
EFT14678	14/11/2024	BUNNINGS GROUP LIMITED	PAINT AND SUPPLIES FOR THE VET CLINIC & REPLACEMENT RUBBISH BINS TOWN HALL	437.21	
EFT14679	14/11/2024	MERREDIN CARPETS AND FLOORING	FLOORING REMOVAL AND REPLACEMENT - VET CLINIC	6065.00	

EFT14680	14/11/2024	SNALLOW PTY LTD T/A WALLIS COMPUTER SOLUTIONS	REPLACEMENT LAPTOP, WORKS DEPOT ADMIN (REPLACING SOQ LP 15)	3119.31	
EFT14681	14/11/2024	HUTTON & NORTHEY SALES	TRAILER PLUG ADAPTOR - POTH	29.19	
EFT14682	14/11/2024	REGIONAL FIRE & SAFETY	REFUSE SITE - EMERGENCY EVACUATION DIAGRAMS FOR WASTE SITE OFFICE & RECYCLING SHED	880.00	
EFT14683	14/11/2024	OLD MACDONALDS TRAVELLING FARMS - WA EAST - EFTSURE VERIFIED	CHILDREN'S WEEK EVENT QUAIRADING 21ST OCTOBER 2024	1045.00	FULLY
EFT14684	14/11/2024	CARAVANS WEST	WA CARAVAN AND CAMPING ADVERTISING NOVEMBER 2024	650.00	
EFT14685	14/11/2024	RPM HIRE - EFTSURE VERIFIED	TRAILER MOUNTED TRAFFIC LIGHTS -HIRE FOR ROAD CONSTRUCTION- OLD BEVERLY ROAD & BULYEE - QUAIRADING ROAD (RRG)	759.00	PARTIALLY
EFT14686	14/11/2024	HILL AND CANNING CONSULTING ENGINEERS PTY. LTD.	GREATER SPORTS GROUND SITE INVESTIGATION AND CONCEPT DESIGN & DESIGN DEVELOPMENT (GSC) - NETBALL/BASKETBALL COURTS (LRCI FUNDED)	16368.00	FULLY
EFT14687	14/11/2024	GORS MECHANICAL - EFTSURE VERIFIED	REPAIRS TO FIRE TRUCK - P02 & REPAIRS TO PIG TRAILER - P15086	1089.10	
EFT14688	14/11/2024	HYDROSONIC LEAK DETECTION SERVICE	LEAK DETECTION EQUIPMENT FOR OVAL AND GROUNDS RETICULATION	1155.00	
EFT14689	21/11/2024	AVON WASTE	DOM RUBBISH X 4 WEEKS, RECYCLING & WASTE SERVICES FOR OCTOBER & REBATE - CONTAINER DEPOSIT SCHEME 07/23 - 12/23 476 DOM RUBBISH X 4 WEEKS, ADDITIONAL GENERAL WASTE SERVICES X 2 PER WEEK, 473 RECYCLING SERVICES - 7TH AND 21ST OF OCTOBER, ADDITIONAL RECYCLING ONLY SERVICE X 1 FORTNIGHT, BULK RECYCLING BINS EMPTIED 6TH OF SEPTEMBER - BOWLS/FOOTY CLUB, TENNIS/GOLF CLUB, REPLACEMENT BIN FOR 21 HEAL STREET A3161 28/10/24 (ONCHARGED TO RESIDENT), REBATE - CONTAINER DEPOSIT SCHEME JULY 2023 - SEPTEMBER 2023,	8292.56	PARTIALLY

EFT14690	21/11/2024	ERNEST ARTHUR WEST	REFUND OF ARTHUR WEST - FUNERAL 15/11/24 - LESSER HALL FACILITY & KEY BOND	625.00	FULLY
EFT14691	21/11/2024	QUAIRADING TYRE & BATTERY SUPPLIES	REPLACE BATTERY IN & REPLACE 2X TYRES P633 - MULCHING UTE PURCHASE OF 7 x 11R22.5 B/STONE M840, 7 x FIT TRUCK TYRE, 8 x VALVE, GREASE FOR DEPOT WORKSHOP REPLACE BATTERIES IN Q5122 - 2012 NISSAN TRUCK REPLACE TYRE ON Q5426 (CHERRY PICKER) REPAIR TYRE ON Q3446 - 2014 MAZDA BT50 REPLACE 2X TYRES ON Q5191 (SWEEPER) REPLACE 1X TYRE P272 TRUCK REPLACE 2X TYRES PQ0 CEO VEHICLE 6 x GAS BOTTLES FOR C/PARK ABLUTIONS REPAIR TRUCK TYRE - P272B TRUCK REPAIR TYRE ON Q617 (BACKHOE) REPLACE TYRE ON Q4110 REPLACE BATTERIES IN Q960 (ROLLER) EXTENSIONS - P004 FIRETENDER REPLACE BATTERIES IN Q458 (COMMUNITY BUS) REPLACE TYRES - P5130 WAMENUSKING FIRE TENDER 8 x VALVES - QUAIRADING BFB FIRE TRUCKS	40912.33	
			REPLACEMENT TYRES- HEAVY 4WD / OFF ROAD P661 TRITON FIT NEW TYRE FOR TIPPER TRAILER P15086 REPAIR BRAKE/TYRE NOISE P465C - 2024 MAZDA BT50 REPAIR TYRE ON Q200 (MOWER) REPAIR TYRE ON FIRE FIGHTER TRAILER		
EFT14692	21/11/2024	QUAIRADING CLUB INC.	COUNCIL MEETING REFRESHMENTS	66.00	
EFT14693	21/11/2024	JASON SIGNMAKERS	2 x OFF LEASH DOG EXERCISE AREA SIGNS, POSTS AND BRACKETS (BARK PARK)	2713.15	
EFT14694	21/11/2024	NEU-TECH AUTO ELECTRICS	REPAIRS ON CAT TRUCK P450 & LOW LOADERS P4460	2331.63	

EFT14695	21/11/2024	SYNERGY	<p>SYNERGY ACCOUNT #885514750 (19 GILLET ST, COMMON AREA & UNITS 1 - 4) SUPPLY AND USAGE FOR THE PERIOD 6/9/24 - 5/11/24 (ONCHARGED)</p> <p>SYNERGY ACCOUNT #404791220 (64 CORALING STREET) SUPPLY AND USAGE FOR THE PERIOD 6/9/24 - 5/11/24 1222 UNITS USED (ONCHARGED)</p> <p>SYNERGY ACCOUNT #187804760 (QWRF) SUPPLY AND USAGE FOR THE PERIOD 6/9/24 - 5/11/24 51 UNITS USED</p> <p>SYNERGY ACCOUNT #207862210 (YOUTH CENTRE) SUPPLY AND USAGE FOR THE PERIOD 6/9/24 - 5/11/24 184 UNITS USED</p> <p>SYNERGY ACCOUNT #440305530 (VET CLINIC) SUPPLY AND USAGE FOR THE PERIOD 17/9/24 - 5/11/24 50 UNITS USED</p> <p>SYNERGY ACCOUNT #137709150 (QMP) SUPPLY AND USAGE FOR THE PERIOD 7/9/24 - 6/11/24</p> <p>SYNERGY ACCOUNT #137709150 (DRS RESIDENCE SUPPLY AND USAGE FOR THE PERIOD 7/9/24 - 6/11/24</p> <p>SYNERGY ACCOUNT #298130670 (DEPOT WORKSHOP) SUPPLY AND USAGE FOR THE PERIOD 7/9/24 - 6/11/24 1531 UNITS USED</p> <p>SYNERGY ACCOUNT #544185110 (RAILWAY STN) SUPPLY AND USAGE FOR THE PERIOD 7/9/24 - 7/11/24 1061 UNITS USED</p> <p>SYNERGY ACCOUNT #831204500 (7A HEAL STREET LIGHTS) SUPPLY AND USAGE FOR THE PERIOD 7/9/24 - 08/11/24 234 UNITS USED</p>	6591.87	PARTIALLY
----------	------------	---------	---	---------	-----------

			SYNERGY ACCOUNT #222214330 (REED CHILDCARE) SUPPLY AND USAGE FOR THE PERIOD 10/9/24 - 08/11/24 438 UNITS USED (ONCHARGED) SYNERGY ACCOUNT #704417150 (AIRSTRIP AND GROUNDS) SUPPLY AND USAGE FOR THE PERIOD 10/9/24 - 08/11/24 298 UNITS USED SYNERGY ACCOUNT #703840590 (TOWN HALL) SUPPLY AND USAGE FOR THE PERIOD 7/9/24 - 08/11/24 2822 UNITS USED SYNERGY ACCOUNT #408945020 (OTH BORES) SUPPLY AND USAGE FOR THE PERIOD 10/9/24 - 08/11/24 34 UNITS USED SYNERGY ACCOUNT #936409630 (OTH BORES) SUPPLY AND USAGE FOR THE PERIOD 10/9/24 - 08/11/24 979 UNITS USED SYNERGY ACCOUNT #377207980 (19 POWELL CRES) POWER USAGE AND SUPPLY FOR THE PERIOD 11/09/24 - 11/11/24 494 UNITS USED (ONCHARGED)		PARTIALLY
EFT14696	21/11/2024	BENTNAIL BUILDING & MAINTENANCE	2 X DAYS EXCAVATOR HIRE FOR CEMETERY (BUNCE & WEST)	506.00	
EFT14697	21/11/2024	COMMERCIAL LOCKSMITHS	EVVA EPS A" RESTRICTED KEY CLS EMBOSSD INC FREIGHT - C/PARK"	247.50	
EFT14698	21/11/2024	LYNNETTE JANE COWCILL - AIR BNB	ACCOMMODATION FOR WRF FENCING CREW	900.00	
EFT14699	21/11/2024	BUNNINGS GROUP LIMITED	SHIRE HALL - HAND WASH, CLEANING WIPES DEPOT WORK SHOP - DISH WASH REED CHILDCARE - SCREWS, PLASTIC CAPS MCLENNAN ST - DRAINAGE MAINTENANCE - PAVE MYPAVE, PAVER PORCELAIN TUSCAN DWV PVC GRATE HOLMAN, STORM PVC FINISH COLLAR HOLMAN FOR 190 MCLENNAN STREET	131.27	
EFT14700	21/11/2024	SNALLOW PTY LTD T/A WALLIS COMPUTER SOLUTIONS	PRIMARY MICROSOFT NCE -M362 LICENCE FOR THE PERIOD 16/11/2024 TO 16/11/2025	16063.30	
EFT14701	21/11/2024	NORTHAM BETTA HOME LIVING	REPLACEMENT TCL 4K QLED GOOGLE TELEVISION - CABIN 3 C/PARK	595.00	

EFT14702	21/11/2024	ELDERS QUAIRADING	BIN LINERS 24 x 10PK 140L - STREET BINS CARAVAN PARK - BLACK DISPOSABLE GLOVES, SPRINKLER FOUNTAIN CLIP/ON MATERIALS FOR RETIC REPAIRS AT OVAL	574.20	
EFT14703	21/11/2024	ALTUS PLANNING - EFTSURE VERIFIED	TOWN PLANNING SERVICES FOR OCTOBER 2024	1967.63	
EFT14704	21/11/2024	HALL BROS CONTRACTING (STEPHEN SMITH HALL)	DIAGNOSE GRADER MAINTENANCE ISSUE P240 REPLACE WHEEL STUDS ON TIP BACKHOE P3854,	305.00	
EFT14705	21/11/2024	WA TRAFFIC PLANNING	BULYEE - QUAIRADING RD & OLD BEVERLEY EAST RD - TRAFFIC MANAGMENT PLAN - RRG	1430.00	PARTIALLY
EFT14706	21/11/2024	CIVIL PRODUCTS WA - EFTSURE VERIFIED	AS PER QUOTE 3536 - PUBLIC TOILETS, REPLACEMENT STREET BLADES, POOL ENTRY SIGNAGE	663.30	
EFT14707	21/11/2024	CUSTOM GEAR - EFTSURE VERIFIED	WASTE BAG DISPENSER FOR BARK PARK	898.70	
EFT14708	21/11/2024	LAURYN MCLEAN	REIMBURSEMENT REQUEST - PRE-EMPLOYMENT MEDICAL CSO	148.50	
EFT14709	21/11/2024	CHG-MERIDIAN AUDTRALIA PTY LIMITED	QUAIRADING CRC GYM EQUIPMENT RENTAL FOR THE PERIOD 01/07/2024 - 30/09/2024 - PRINCIPAL & INTEREST	6803.98	
EFT14710	25/11/2024	SHIRE OF QUAIRADING	DEPOSIT - 8 EDWARDS WAY QUAIRADING - WINDSPRAY ENTERPRISES PTY LTD, BALANCE FOR LOT 301, 8 EDWARDS WAY - MULTI-POWER ELECTRICAL SERVICES DEPOSIT - 9 EDWARDS WAY QUAIRADING - WINDSPRAY ENTERPRISES PTY LTD, BALANCE FOR LOT 321, 9 EDWARDS WAY - MULTI-POWER ELECTRICAL SERVICES DEPOSIT - 11 EDWARDS WAY QUAIRADING - WINDSPRAY ENTERPRISES PTY LTD, BALANCE FOR LOT 328, 11 EDWARDS WAY - MULTI-POWER ELECTRICAL SERVICES DEPOSIT FOR LOT 326 REID STREET QUAIRADING - BRIAN GILLESPIE DEPOSIT FOR 1 EDWARDS WAY - BRIAN GILLESPIE	31000.00	FULLY
EFT14711	28/11/2024	ALICE JANE COLLARD	REFUND OF TOWN HALL KEY & FACILITY BOND - ALICE COLLARD - 26/11/24	825.00	FULLY

EFT14712	28/11/2024	QUAIRADING FARMERS CO-OP	QUAIRADING CO-OP ACCOUNT - AUGUST, SEPTEMBER & OCTOBER 24 - TRAFFIC MANAGEMENT TRAINING (PARTIALLY FUNDED) GST FREE, RAP MEETING, YOUTH CENTRE & CHILDRENS WEEK CATERING, SHIRE ADMIN & DEPOT CONSUMABLES, COUNCIL REFRESHMENTS & C/PARK MATERIALS	2862.94	PARTIALLY
EFT14713	28/11/2024	TELSTRA	TELSTRA ACCOUNT #3147560712 SUPPLY AND USAGE FOR THE PERIOD 16/11/24-15/12/24 - DEPOT, SHIRE ADMIN, C/PARK, CESM & QWRF	481.95	PARTIALLY
EFT14714	28/11/2024	CUTTING EDGES EQUIPMENT PARTS PTY LTD - EFTSURE VERIFIED	BLADES FOR GRADERS - P5512 & P240	2145.55	
EFT14715	28/11/2024	COUNTRY COPIERS NORTHAM	SHIRE ADMIN COPIER READING FOR THE PERIOD 08/10/24 - 11/11/24	313.67	
EFT14716	28/11/2024	WESTERN AUSTRALIAN TREASURY CORPORATION	WATC - LOAN 118, DEAL 50336 PRINCIPAL & INTEREST REPAYMENT	29180.32	
EFT14717	28/11/2024	EASTERN HILLS CHAINSAWS & MOWERS	WHIPPER SNIPPER CORD - DEPOT GARDENS	134.10	
EFT14718	28/11/2024	QUAIRADING MEDICAL PRACTICE (GREAT CARE HEALTH)	PRE-EMPLOYMENT MEDICAL FOR TRAINEE	150.70	
EFT14719	28/11/2024	CDA AIR CONDITIONING & REFRIGERATION	REPAIR AIR CON 1 19 POWELL CRES	383.00	
EFT14720	28/11/2024	WATER CORPORATION	WATER CORP ACCOUNT #9007641987 LGA STANDPIPE AT KELLERBERRIN-YOTING RD CUNDERDIN SOUTH FL LOT ROAD RES ADJ LOC 46 WATER USAGE AND SUPPLY FOR THE PERIOD 21/09/2024 - 18/11/24 255 KL USED WATER CORP ACCOUNT #9007642015 QWRF WATER USAGE AND SUPPLY FOR THE PERIOD 22/09/2024 - 18/11/24 0 KL USED WATER CORP ACCOUNT #9007641995 LGA STANDPIPE AT PANTAPPIN NORTHWEST RD CUNDERDIN SOUTH FL LOT 20935 WATER USAGE AND SUPPLY FOR THE PERIOD 21/09/2024 - 18/11/24 21 KL USED	862.61	

EFT14721	28/11/2024	BOB WADDELL & ASSOCIATES PTY LTD	2024/2025 RATES MANAGEMENT: 16HRS SERVICE PROVIDED BY TARA (W/E: 17/11/24) CHANGE OF OWNERSHIP, APPLICATIONS & LETTERS, INTRIM LETTER, RATES QUERIES & DEBT RECOVERY ASSISTANCE WITH THE 2023/24 ANNUAL FINANCIAL REPORT & AUDIT QUERIES, ASSISTANCE WITH ROU ASSET/LEASE PAYMENT QUERY 2024/2025 RATES MANAGEMENT: 3.75HRS SERVICE PROVIDED BY TARA (W/E: 24/11/24) PENSIONER CLAIMS, 2ND INSTALLMENT NOTICES, APPLICATIONS & LETTERS, RATES QUERIES 2024/2025 FINANCIAL ASSISTANCE - OCTOBER FINANCIAL STATEMENTS	5148.00	
EFT14722	28/11/2024	SYNERGY	SYNERGY ACCOUNT #558474190 SUPPLY AND USAGE FOR THE PERIOD 10/9/24 - 5/11/24 - AKV COMMON AREA, UNITS 1 - 8 & PARKER HOUSE (CREDIT DUE TO INCORRECT SYNERGY METER READING CAUSING OVERCHARGE TO THIS ACCOUNT ON PREVIOUS BILL) Synergy Account #422437350 U A 50 SUBURBAN POWER USAGE AREA SUPPLY FOR THE PERIOD 11/09/24 - 11/11/24 732 UNITS USED ONCHARGE SYNERGY ACCOUNT #893699340 SHIRE ADMIN POWER USAGE AND SUPPLY FOR THE PERIOD 11/09/24 - 11/11/24 1268 UNITS USED SYNERGY ACCOUNT #195168700 28 REID POWER USAGE AND SUPPLY FOR THE PERIOD 11/09/24 - 11/11/24 929 UNITS USED ONCHARGE SYNERGY ACCOUNT #422743450 31 DALL POWER USAGE AND SUPPLY FOR THE PERIOD 11/09/24 - 11/11/24 57 UNITS USED ONCHARGE SYNERGY ACCOUNT #431870690 U 50B SUBURBAN POWER USAGE AND SUPPLY FOR THE PERIOD 11/09/24 - 11/11/24 513 UNITS USED ONCHARGE SYNERGY ACCOUNT #389453150 8 DALL POWER USAGE AND SUPPLY FOR THE PERIOD 11/09/24 - 11/11/24 1353 UNITS USED ONCHARGE	5773.84	PARTIALLY

			SYNERGY ACCOUNT #689509470 (TENNIS CLUB) SUPPLY AND USAGE FOR THE PERIOD 07/09/24 - 06/11/24 644 UNITS USED (ONCHARGED), SYNERGY ACCOUNT #689509470 (LOT 190 MCLENNAN) SUPPLY AND USAGE FOR THE PERIOD 07/09/24 - 06/11/24 259 UNITS USED (ONCHARGED), SYNERGY ACCOUNT #689509470 (OVAL & GROUNDS) SUPPLY AND USAGE FOR THE PERIOD 07/09/24 - 06/11/24 3228.28 UNITS USED, SYNERGY ACCOUNT #689509470 (ROUNDING) SUPPLY AND USAGE FOR THE PERIOD 07/09/24 - 06/11/24 SYNERGY ACCOUNT #137839080 QCRC POWER USAGE AND SUPPLY FOR THE PERIOD 23/10/24 - 12/11/24 822.31 UNITS USED		PARTIALLY
EFT14723	28/11/2024	SULLIVAN LOGISTICS PTY LTD T/A KALEXPRESS AND QUALITY TRANSPORT	FREIGHT, MMS SIGNS FOR ROAD CONSTRUCTION - BULYEE - QUAIRADING ROAD (RRG)	43.10	PARTIALLY
EFT14724	28/11/2024	LYNNETTE JANE COWCILL - AIR BNB	ACCOMMODATION - FENCING CONTRACTORS FOR QWRF	240.00	
EFT14725	28/11/2024	MURRAY YARRAN	REFUND TO MURRAY YARRAN - COMMUNITY BUILDING FACILITY & KEY BOND - 26/11/24	625.00	FULLY
EFT14726	28/11/2024	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2024/25 ESL QUARTER 2 IN ACCORDANCE WITH THE DEPARTMENT OF EMERGENCY SERVICES OF WA ACT 1998 PART 6A - EMERGENCY SERVICES LEVY SECTION 36ZJ AND OPTION B AGREEMENT ARRANGEMENTS	25521.49	FULLY
EFT14727	28/11/2024	GREAT SOUTHERN FUEL SUPPLIES	5000L DIESEL - DEPOT YARD	8289.60	
EFT14728	28/11/2024	WA LOCAL GOVERNMENT ASSOCIATION	CR GOM INDUCTION TRAINING - UNDERSTANDING LOCAL GOVERNMENT ELEARNING COURSE & CONFLICTS OF INTEREST ELEARNING COURSE SPEED DISPLAY SIGNS ON HEAL ST	595.73	
EFT14729	28/11/2024	WA CONTRACT RANGER SERVICES PTY LTD	CONTRACT RANGER SERVICES FOR THE MONTH OF NOVEMBER 2024 - DATES SERVICED 5/11/24 & 14/11/24	924.00	


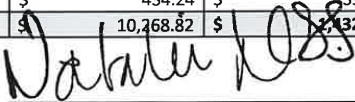

EFT14730	28/11/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	BUILDING SERVICES LEVY FOR THE PERIOD 01/09/2024 - 30/09/2024 (BUILDING PERMITS)	203.05	FULLY
EFT14731	28/11/2024	AVON VALLEY TOYOTA	PURCHASE OF NEW 2024 TOYOTA CAMRY 2.5L HYBRID ASCENT, PURCHASE OF NEW 2024 TOYOTA CAMRY 2.5L HYBRID ASCENT, 12 MONTH REGISTRATION OF COMMUNITY CAR - NEW 2024 TOYOTA CAMRY 2.5L HYBRID ASCENT, 12 MONTH REGISTRATION OF COMMUNITY CAR (GST ON INSURANCE) - NEW 2024 TOYOTA CAMRY 2.5L HYBRID ASCENT	22058.30	FULLY
EFT14732	28/11/2024	OFFICEWORKS	2 X MONITORS FOR EO DESK INC FREIGHT REPLACEMENT RECEIPT PRINTER FOR CONTAINERS 4 CHANGE AS OLD ONE IS NO LONGER WORKING INC FREIGHT	1108.90	
EFT14733	28/11/2024	QUAIRADING TYRE & BATTERY SUPPLIES - FUEL ACCOUNT	NISSAN-F/ULP, Q200 MOWER - F/ULP, MAZDA-F/ULP, JERRY CAN-F/ULP, HINO FIRE 4.4-F/ULP, ISUZU MULCHING-F/ULP, HOLDEN CREW CAB -F/ULP FUEL - PQ01, FUEL - POTH, FUEL - PQ0, FUEL - C/PARK OPERATIONS FUEL - P5064, FUEL - POTH MOWERS, FORKLIFT, JERRY CANS, FUEL - PQ0 FUEL - C/PARK OPERATIONS, FUEL - PQ0, FUEL - P465C, FUEL - P5426, FUEL - POTH, FUEL - P5064	5866.93	
EFT14734	28/11/2024	COMPLETE OFFICE SUPPLIES PTY LIMITED	ADMIN STATIONERY PURCHASES FOR OCTOBER 24 - POST IT FLAGS, POST IT NOTES. SCISSORS, NOTE BOOKS, PAPER, PENS, DIARY DEPOT STATIONERY PURCHASES FOR OCTOBER 24 - ARTLINE 100, ROLLERBALL PENS, NOTEBOOKS,ADHESIVE TAPE,ARCHIVE BOXES FOR CEMETERY DOCUMENTS	542.67	
EFT14735	28/11/2024	LFA FIRST RESPONSE	FIRST AID EQUIPMENT FOR DEPOT & EXEC. VEHICLES	2172.00	
EFT14736	28/11/2024	BRUCE ROCK HEALTH CENTRE	PRE-EMPLOYMENT MEDICAL - QWRF ATTENDANT	120.00	
EFT14737	28/11/2024	HUTTON & NORTHEY SALES	REPLACEMENT COMPRESSOR FOR Q633 2018 ISUZU DMAX MISC PARTS/MATERIALS FOR FIREFIGHTER TANK LOCK PIN 8MM ROUND FOR TRACTOR	1998.78	
EFT14738	28/11/2024	NATALIE NESS	GYM MEMBERSHIP REIMBURSEMENT FOR CEO AS PER SECTION 10 OF THEIR CONTRACT	70.00	
EFT14739	28/11/2024	TOTAL TOOLS	SQUAT JACKS TO PROP COLLAPSED CULVERT - QDG/CORRIGIN RD	663.35	

EFT14740	28/11/2024	CARABINER ARCHITECTS PTY LTD	SCHEMATIC DESIGN %50 (%30 CLAIM) END OCT 24 - QUAIRADING SPORTS PRECINCT (LRCI)	15950.55	FULLY
EFT14741	28/11/2024	BOBCAT PLUS PTY LTD	INSTALLATION OF NEW CULVERT & HEADWALLS TRELOAR RD R2R	11000.00	FULLY
EFT14742	28/11/2024	BITUMEN DISTRUBUTORS PTY LTD	8 x DRUMS OF EMULSION (SHIRE TO SUPPLY DRUMS) DANGIN TERRACE - ROAD MAINTENANCE	1848.00	
EFT14743	28/11/2024	VERIZON CONNECT	MONTHLY ACCT, VEHICLE TRACKERS , NOV 2024	451.00	
EFT14744	28/11/2024	ROCK SOLID SERVICES	INSTALLATION OF ELECTRICAL & COMMUNICATIONS AS QUOTED - STAGE 2 LIGHT INDUSTRIAL SUBDIVISION - PARTIAL INVOICE	16279.23	
EFT14745	28/11/2024	HILL AND CANNING CONSULTING ENGINEERS PTY. LTD.	GREATER SPORTS GROUND (GSC) DESIGN DEVELOPMENT & CONTRACT DOCUMENTATION - NETBALL/BASKETBALL COURTS (LRCI FUNDED)	10676.05	FULLY
EFT14746	28/11/2024	XAV GROUP PTY LTD T/A CONTRACT AQUATIC	Q SWIMMING POOL CHEMICALS - 2024/25 SEASON (CAL HYPO 10KG TUBS, DRY ACID, ALKALINITY UP, EPI PEN, VARIOUS OTHER CHEMICALS THAT MAY BE REQUIRED THROUGHOUT THE SEASON)	4361.80	
EFT14747	28/11/2024	C.A.I. FENCING - EFTSURE VERIFIED	FENCING FOR CRICKET PRACTICE NETS	7700.00	
				\$ 723,223.83	

TRANSPORT TAKINGS FOR THE MONTH ENDING
30 NOVEMBER 2024 **Attachment 11.1 (ii)**

ACTUAL TOTAL TAKINGS		
DATE OF TAKINGS	DESCRIPTION	AMOUNT \$
30/10/2024	TRANSPORT TAKINGS	\$31.00
31/10/2024	TRANSPORT TAKINGS	\$1,505.75
01/11/2024	TRANSPORT TAKINGS	\$515.50
04/11/2024	TRANSPORT TAKINGS	\$3,191.45
05/11/2024	TRANSPORT TAKINGS	\$10,755.60
06/11/2024	TRANSPORT TAKINGS	\$4,840.65
07/11/2024	TRANSPORT TAKINGS	\$467.15
08/11/2024	TRANSPORT TAKINGS	\$1,275.35
11/11/2024	TRANSPORT TAKINGS	\$1,540.00
12/11/2024	TRANSPORT TAKINGS	\$2,005.30
13/11/2024	TRANSPORT TAKINGS	\$440.10
14/11/2024	TRANSPORT TAKINGS	\$220.50
15/11/2024	TRANSPORT TAKINGS	\$2,067.75
18/11/2024	TRANSPORT TAKINGS	\$1,236.30
19/11/2024	TRANSPORT TAKINGS	\$2,880.85
20/11/2024	TRANSPORT TAKINGS	\$1,200.30
21/11/2024	TRANSPORT TAKINGS	\$90.55
22/11/2024	TRANSPORT TAKINGS	\$449.25
25/11/2024	TRANSPORT TAKINGS	\$1,219.30
26/11/2024	TRANSPORT TAKINGS	\$2,660.45
27/11/2024	TRANSPORT TAKINGS	\$305.45
TAKINGS RECEIVED IN THE BANK - NOVEMBER 2024		\$38,898.55

AMOUNTS YET TO BE DRAWN		
DATE OF TAKINGS	DESCRIPTION	AMOUNT \$
28/11/2024	TRANSPORT TAKINGS	\$62.10
NOVEMBER TAKINGS RECEIVED IN THE BANK - DECEMBER 2024		\$62.10

Shire of Quairading Credit Card Reconciliation - Page 1			
Statement From	28/10/2024	Statement Total	
Statement To	27/11/2024	\$	10,268.82
Credit Card Summary			
Card Name	Title	Card Ending	
Natalie Ness	CEO	\$ 2,360.23	
Tricia Brown	EMCS	\$ 673.75	
Jen Green	EMED	\$ 1,065.10	
Benjamin Davies	CESM	\$ 2,652.51	
Sarah Caporn	EMWS	\$ 3,517.23	
Credit Card Transaction - GL Entry			
GL Code	Amount (incl GST)	GST (\$)	Narration/Summary
SIGNS.2400.2101	\$ 1,065.10	\$ 96.80	ADVERTISEMENT BANNERS FOR THE SHIRE MAIN STREET
2040211.2101	\$ 587.81	\$ 53.44	REFRESHMENTS FOR VARIOUS MEETINGS (DLGSCI MEETING, GROH HOUSING PROJECT, & MOTEL PROJECT MEETING)
PQ0.2610.4001	\$ 189.47	\$ 17.23	FUEL FOR Q0 - CEO VEHICLE
PQ0.2410.2704	\$ 20.35	\$ 1.85	Q0 CAR WASH - CEO VEHICLE
2130642.2101	\$ 417.75	\$ 37.92	REFRESHMENTS FOR LG PROFESSIONALS CONFERENCE & CONCERANCE PARKING FEES
2140209.2101	\$ 1,144.85	\$ 104.08	ACCOMMODATION FOR VARIOUS MEETINGS CEO & SPO (DLGSCI MEETING, GROH HOUSING PROJECT, & MOTEL PROJECT MEETING)
	-\$ 5,851.85		TRANSFER OF FUNDS FROM MUNI ACCOUNT TO EMCS CREDIT CARD
121402210.2100	\$ 5,851.85	\$ 531.99	ADOBE YEARLY SUBSCRIPTION
W11201.2100.2101	\$ 36.98	\$ 3.36	Q SWIM POOL MEMBERSHIP PASSES INC POSTAGE
POQ1.2610.4001	\$ 292.22	\$ 26.57	FUEL FOR P0Q1 - EMCS VEHICLE
P458.2400.2704	\$ 145.40	\$ -	ANNUAL COMMUNITY BUS (Q458) INSPECTION
P5335.2400.2101	\$ 50.50	\$ -	SWAP, RETAIN & REISSUE OF COMMUNITY CAR PLATES
120402110.2101"	\$ 148.65	\$ 13.51	COUNCIL REFRESHMENTS
RM166.2980.2101	\$ 19.59	\$ 1.78	OVER PO AMOUNT FOR 5MM AGGRATE - POTHING MATERIALS
BO11201.2400.2101	\$ 140.72	\$ 12.79	Q SWIMMING POOL SIGNAGE & SWIM NAPPIES
W11332.2400.2101	\$ 300.15	\$ 27.29	BLADES FOR TRACTOR/SLASHER/MOWER
2140330.2101"	\$ 1,671.67	\$ 151.97	CALIBRATION OF BREATH TESTER & SELF DRUG TEST KITS
2140330.2101"	\$ 49.50	\$ -	HOSPITAL DRUG TEST - DEPOT STAFF MEMBER
POTH.2400.2101	\$ 1,155.00	\$ 105.00	5x FINE HOSE REELS FOR WATER TANK/UNITS
WSF010D.2400.2101	\$ 150.00	\$ 13.64	ROAD SIDE VEGETATION FIELD DAY EVENT - EMWS, WS & P&GS
BO14201.2400.2101	\$ 30.60	\$ 2.79	CHRISTMAS DECORATIONS FOR DEPOT
PROU.2610.4000	\$ 1,010.56	\$ 91.86	CESM VEHICLE FUEL COSTS
2050765.2100	\$ 1,094.46	\$ 99.29	QUAIRADING BFB TRAINING REFRESHMENTS, SUPPLIES & EQUIPMENT, KEYS CUNDERDIN, QUAIRADING & TAMMIN BFB FIRST AID SUPPLIES (GST INC)
2050765.2100	\$ 113.25	\$ -	CUNDERDIN, QUAIRADING & TAMMIN BFB FIRST AID SUPPLIES (GST FREE)
2050765.2100	\$ 434.24	\$ 39.48	ACCIDENTAL TRANSACTION, TO BE INVOICED
Totals	\$ 10,268.82	\$ 2,132.64	ACCOUNTS PROCESSING
Shire Confirmation	 Natalie Ness, Chief Executive Officer		Journal Date (DD): Journal Number: Journal Batch: Journal Posting Period:
Council Approval	 Trevor Stacey, Chair A&R Committee		



Electronic Statement

BusinessChoice Everyday Mastercard® Statement

Billing Account Number
 5163 2800 9109 9937
 Payment Due Date
 23 DECEMBER 2024
 Closing Balance
 \$10,268.82
 Minimum Payment Due
 \$309.00
 Amount Paid (Details on the reverse)
 \$

+5163280091099937+

(Cut along this dotted line)

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

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

Company Name	Number of Cards	Facility Number	Annual Cash % Rate	Annual Purchase % Rate		
Shire Of Quairading	5	02752751	19.96%	14.25%		
Contact Name	Billing Account Number	Opening Balance	Credit Limit			
Natalie Ness	5163280091099937	10,120.25	20,000			
Statement From	Statement To	Payment Due Date	Opening Balance	Minimum Payment Due	Closing Balance	Available Credit
28 OCT 2024	27 NOV 2024	23 DEC 2024	10,120.25	309.00	10,268.82	9,731.18

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
10,120.25	10,120.25 -	0.00	0.00	0.00	10,268.82	10,268.82	0.00	309.00



Electronic Statement

Important:

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

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



Choose the payment method that suits you best



By Mail

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



Via Westpac Internet Banking

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



Using Card Autopay

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



Using BPAY

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



By Telephone Banking

Call 132 032 if you have another Westpac account.



In Person

At any of our Westpac branches in Australia.

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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

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

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

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



Electronic Statement

Summary of Billing Account Transactions		
Date of Transaction	Description	Debits/Credits
11 NOV	Payments AUTOMATIC PAYMENT <div style="text-align: right;">Sub Total:</div>	10,120.25 - 10,120.25 -
	Miscellaneous Transactions	
27 NOV	NATALIE NESS 5163 2800 0106 6463 Monthly Balance	2,360.23
27 NOV	TRICIA BROWN 5163 2800 0107 6777 Monthly Balance	673.75
27 NOV	SARAH CAPORN 5163 2800 0153 8917 Monthly Balance	3,517.23
27 NOV	JENNIFER GREEN 5163 2800 0180 5969 Monthly Balance	1,065.10
27 NOV	BENJAMIN DAVIES 5163 2800 0197 3585 Monthly Balance	2,652.51
	Sub Total:	10,268.82
	Grand Total:	148.57

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

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

Important update to your Terms and Conditions

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

Complaints

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

Online: www.afca.org.au

Email: info@afca.org.au

Phone 1800 931 678

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



Electronic Statement

BusinessChoice Everyday Mastercard® Statement

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

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

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Natalie Jane Ness	5163 2800 0106 6463	5,000	5,000.00
Statement From	Statement To	Facility Number	
28 OCT 2024	27 NOV 2024	02752751	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	2,360.23	0.00	0.00	2,360.23 -	0.00	0.00	0.00

Electronic Statement



Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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

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

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

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

BusinessChoice Everyday Mastercard®			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Purchases		
28 OCT	DOMES NORTHAM NORTHAM AUS	35.80	
	EATING PLACES, RESTAURANTS		
28 OCT	DUNNINGS NORTHAM NORTHAM AUS	65.00	
	SERVICE STATIONS		
01 NOV	BP QUAIRADING 6561 QUAIRADING AUS	232.60	
	SERVICE STATIONS		
01 NOV	BP QUAIRADING 6561 QUAIRADING AUS	17.95	
	SERVICE STATIONS		
04 NOV	SOUTHERN STAR ENTERPRI MUNDARING AUS	20.35	
	CAR WASHES		
05 NOV	SFS PCEC 6189 PERTH AUS	6.00	
	CATERERS		
05 NOV	WILSON PARKING AUSTRAL PERTH AUS	10.12	
	AUTOMOBILE PARKING LOTS AND		
05 NOV	LSP*Hygge Bar Perth AUS	48.63	
	DRINKING PLACES (ALCOHOLIC B		
07 NOV	Hilton Perth Perth AUS	252.96	
	HILTON HOTELS		
07 NOV	Subway Mundaring Mundaring AUS	17.25	
	FAST FOOD RESTAURANTS		
07 NOV	CPP Convention Centre Perth AUS	82.79	
	AUTOMOBILE PARKING LOTS AND		
09 NOV	Partners on Booking BV Sydney AUS	277.85	
	TRAVEL AGENCIES AND TOUR OPE		
18 NOV	BP KONDININ ROADHOUSE KONDININ AUS	71.02	
	SERVICE STATIONS		
18 NOV	CORRIGIN SUPERMARKET A CORRIGIN AUS	143.60	
	GROCERY STORES, SUPERMARKETS		
18 NOV	TRADEWINDS HOTEL EAST FREMANTL AUS	339.00	
	HOTELS, MOTELS, RESORTS - LO		



Electronic Statement

BusinessChoice Everyday Mastercard®			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
18 NOV	CORRIGIN ROADHOUSE Austral AUS	11.62	
	HOTELS, MOTELS, RESORTS - LO		
19 NOV	LIBERTY OCONNOR WA BOULDER AUS	53.45	
	SERVICE STATIONS		
19 NOV	TRADEWINDS HOTEL EAST FREMANTL AUS	90.00	
	HOTELS, MOTELS, RESORTS - LO		
23 NOV	ESP FremantleRydgesOPI Fremantle AUS	528.00	
	HOTELS, MOTELS, RESORTS - LO		
24 NOV	Esplanade Rydges FB Fremantle AUS	6.00	
	HOTELS, MOTELS, RESORTS - LO		
24 NOV	Esplanade Rydges ICP Fremantle AUS	34.00	
	HOTELS, MOTELS, RESORTS - LO		
24 NOV	ESP FremantleRydgesOPI Fremantle AUS	16.24	
	HOTELS, MOTELS, RESORTS - LO		
	Sub Total:	2,360.23	
	Miscellaneous Transactions		
27 NOV	TRANSFER CLOSING BALANCE TO BILLING ACCT	2,360.23 -	
	Sub Total:	2,360.23 -	
	Grand Total:	0.00	

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

Cardholder Signature Natalie Ness Date 4/12/24

Transactions examined and approved.

Manager/Supervisor Signature [Signature] Date 5/12/24

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

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

Important update to your Terms and Conditions

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



Electronic Statement

Complaints

If you have a complaint, contact our dedicated Customer Solutions team on 132 032 or write to us at Westpac Customer Solutions, Reply Paid 5265, Sydney NSW 2001. If an issue has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers.
Online: www.afca.org.au
Email: info@afca.org.au
Phone 1800 931 678
Mail: Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001

Credit Card Reconciliation - Page 2						
	Statement From	30/09/2024				
	Statement To	27/11/2024				
** Denotes an error. These are to be refunded.						
Credit Card Transactions - Natalie Ness, CEO						
Transaction Date	Statement Description	Amount (incl GST)	GST (\$)	GST (Y/N)	GL/Job	Narration
28/10/2024	DOME NORTHAM	\$ 35.80	\$ 3.25	Y	2040211.2101"	REFRESHMENTS FOR DLGSCI MEETING
28/10/2024	DUNNINGS NORTHAM	\$ 65.00	\$ 5.91	Y	PQ0.2610.4001	FUEL FOR Q0
1/11/2024	QUAIRADING BP	\$ 232.60	\$ 21.15	Y	2040211.2101	STAFF LUNCH
1/11/2024	QUAIRADING BP	\$ 17.95	\$ 1.63	Y	2040211.2101	STAFF LUNCH
4/11/2024	SOUTHERN STAR CAR WASH	\$ 20.35	\$ 1.85	Y	PQ0.2410.2704	CEO CAR WASH
5/11/2024	LIBERTY CAFÉ & BAR	\$ 6.00	\$ 0.55	Y	2130642.2101	REFRESHMENTS FOR LG PROFESSIONALS CONFERENCE
5/11/2024	WILSON PARKING	\$ 10.12	\$ 0.92	Y	2130642.2101	Q0 CEO PARKING FEES
5/11/2024	HYGGE BAR	\$ 48.63	\$ 4.36	Y	2130642.2101	REFRESHMENTS FOR LG PROFESSIONALS CONFERENCE
7/11/2024	HILTON HOTELS PERTH	\$ 252.96	\$ 22.99	Y	2130642.2101	REFRESHMENTS FOR LG PROFESSIONALS CONFERENCE
7/11/2024	SUBWAY MUNDARING	\$ 17.25	\$ 1.57	Y	2130642.2101	REFRESHMENTS FOR LG PROFESSIONALS CONFERENCE
7/11/2024	PERTH CONCENTION CEN	\$ 82.79	\$ 7.53	Y	2130642.2101	Q0 CEO PARKING FEES
9/11/2024	PARTNERS - TRAVEL AGENTS	\$ 277.85	\$ 25.26	Y	2140209.2101"	ACCOMMODATION DLGSCI MEETING
18/11/2024	BP KONDININ	\$ 71.02	\$ 6.46	Y	PQ0.2610.4001	FUEL FOR Q0
18/11/2024	CORRIGIN SUPERMARKET	\$ 143.60	\$ 13.05	Y	2040211.2101"	REFRESHMENTS FOR GROH HOUSING PROJECT MEETING
18/11/2024	TRADEWINDS HOTEL - FREMANTLE	\$ 339.00	\$ 30.82	Y	21040209.2101"	ACCOMMODATION FOR GROH HOUSING PROJECT MEETING - SPO
18/11/2024	CORRIGIN ROADHOUSE	\$ 11.62	\$ 1.06	Y	2040211.2101"	REFRESHMENTS FOR GROH HOUSING PROJECT MEETING
19/11/2024	LIBERTY OCONNOR	\$ 53.45	\$ 4.86	Y	PQ0.2610.4001	FUEL FOR Q0
19/11/2024	TRADEWINDS HOTEL - FREMANTLE	\$ 90.00	\$ 8.18	Y	2040211.2101"	REFRESHMENTS FOR GROH HOUSING PROJECT MEETING

Credit Card Transactions - Natalie Ness, CEO						
Transaction Date	Statement Description	Amount (incl GST)	GST (\$)	GST (Y/N)	GL/Job	Narration
23/11/2024	ESP FREMANTLE HOTEL	\$ 528.00	\$ 48.00	Y	2140209.2101"	ACCOMMODATION FOR MOTEL & CEACA HOUSING PROJECT MEETINGS
24/11/2024	ESP FREMANTLE HOTEL	\$ 16.24	\$ 1.48	Y	2040211.2101"	REFRESHMENTS FOR MOTEL PROJECT MEETING
24/11/2024	ESP FREMANTLE HOTEL	\$ 34.00	\$ 3.09	Y	2040211.2101"	REFRESHMENTS FOR MOTEL PROJECT MEETING
24/11/2024	ESP FREMANTLE HOTEL	\$ 6.00	\$ 0.55	Y	2040211.2101"	REFRESHMENTS FOR MOTEL PROJECT MEETING
Total		\$ 2,360.23	\$ 214.52			



Electronic Statement

BusinessChoice Everyday Mastercard® Statement

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

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

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Tricia Brown	5163 2800 0107 6777	2,000	2,000.00
Statement From	Statement To	Facility Number	
28 OCT 2024	27 NOV 2024	02752751	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	5,851.85 -	6,525.60	0.00	0.00	673.75 -	0.00	0.00	0.00



Electronic Statement

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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

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

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

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


BusinessChoice Everyday Mastercard®			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
11 NOV	Payments C27615 TFR FROM Westpac Busines FINANCIAL INSTITUTIONS - MAN	5,851.85 -	
	Sub Total:	5,851.85 -	
25 OCT	Purchases Vistaprint Australia P Derrimut AUS	36.98	
01 NOV	BUSINESS SERVICES NOT ELSEWH AMPOL DAWESVILL 55215F DAWESVILLE AUS	98.95	
10 NOV	SERVICE STATIONS AMPOL DAWESVILL 55215F DAWESVILLE AUS	99.69	
11 NOV	SERVICE STATIONS Adobe Sydney AUS	5,851.85	
13 NOV	DIGITAL GOODS - APPS WESTERN STABILISERS CORRIGIN AUS	145.40	
19 NOV	SPECIAL TRADE CONTRACTORS SHIRE QUAIRADING QUAIRADING AUS	31.10	
19 NOV	GOVERNMENT SERVICES NOT ELSE SHIRE QUAIRADING QUAIRADING AUS	19.40	
22 NOV	GOVERNMENT SERVICES NOT ELSE BP QUAIRADING 6561 QUAIRADING AUS	93.58	
24 NOV	SERVICE STATIONS COLES 7543COLES 7543 DAWESVILLE AUS	56.65	
24 NOV	GROCERY STORES, SUPERMARKETS LIQUORLAND 2843LIQUORL DAWESVILLE AUS	92.00	
	PACKAGE STORES - BEER, LIQUO		
	Sub Total:	6,525.60	
27 NOV	Miscellaneous Transactions TRANSFER CLOSING BALANCE TO BILLING ACCT	673.75 -	

Electronic Statement




BusinessChoice Everyday Mastercard®			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Sub Total:	673.75 -	
	Grand Total:	0.00	

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

Cardholder Signature  Date 3/12/24

Transactions examined and approved.

Manager/Supervisor Signature  Date 4/12/24

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

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

Important update to your Terms and Conditions

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

Complaints

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

Online: www.afca.org.au

Email: info@afca.org.au

Phone 1800 931 678

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

Shire of Quairading
Credit Card Reconciliation - Page 3

Statement From 28/10/2024
Statement To 27/11/2024

Credit Card Transactions - Tricia Brown, EMCS						
Transaction Date	Statement Description	Amount (incl GST)	GST (\$)	GST (Y/N)	GL/Job	Narration
11/11/2024	TFR FROM WESTPAC BUSINESS FINANCIAL	-\$ 5,851.85				ADOBE YEARLY FUNDS TRANSFER
25/10/2024	Vistaprint	\$ 36.98	\$ 3.36	Y	W11201.2100.2101	Q SWIM - MEMBERSHIP POOL PASSES INC POSTAGE
1/11/2024	AMPOL FUEL	\$ 98.95	\$ 9.00	Y	POQ1.2610.4001	FUEL FOR POQ1
10/11/2024	AMPOL FUEL	\$ 99.69	\$ 9.06	Y	POQ1.2610.4001	FUEL FOR POQ1
11/11/2024	ADOBE DIGITAL	\$ 5,851.85	\$531.99	Y	121402210.2100	ADOBE YEARLY SUBSCRIPTION PAYMENT
13/11/2024	WESTERN STABILISERS CORRIGIN	\$ 145.40	\$ -	N	P458.2400.2704	ANNUAL COMMUNITY BUS (Q458) INSPECTION
19/11/2024	SHIRE OF QUAIRADING	\$ 31.10	\$ -	N	P5335.2400.2101	SWAP & RETAIN COMMUNITY CAR PLATES
19/11/2024	SHIRE OF QUAIRADING	\$ 19.40	\$ -	N	P5335.2400.2101	REISSUE OF COMMUNITY CAR RETAINED PLATE Q5335
22/11/2024	QUAIRADING BP	\$ 93.58	\$ 8.51	Y	POQ1.2610.4001	FUEL FOR POQ1
24/11/2024	COLES DAWESVILLE	\$ 56.65	\$ 5.15	Y	120402110.2101	COUNCIL REFRESHMENTS
24/11/2024	LIQUORLAND	\$ 92.00	\$ 8.36	Y	120402110.2101	COUNCIL REFRESHMENTS
Total		\$ 673.75	\$575.43			



Electronic Statement

BusinessChoice Everyday Mastercard® Statement

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

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

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Mrs Sarah Elizabeth Caporn	5163 2800 0153 8917	5,000	5,000.00
Statement From	Statement To	Facility Number	
28 OCT 2024	27 NOV 2024	02752751	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	3,517.23	0.00	0.00	3,517.23 -	0.00	0.00	0.00



Electronic Statement

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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

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

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

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

BusinessChoice Everyday Mastercard®			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
	Purchases		
29 OCT	BGC QUARRIES THE LAKES AUS	19.59	
	LUMBER & BUILDING MATERIALS		
31 OCT	Vistaprint Australia P Derrimut AUS	66.97	
	BUSINESS SERVICES NOT ELSEWH		
31 OCT	WWW.FIELDQUIP.COM.AU OAKY AUS	300.15	
	COMMERCIAL EQUIPMENT, NOT EL		
30 OCT	EZI*Andatech Vermont AUS	549.00	
	DOCTORS NOT ELSEWHERE CLASSI		
01 NOV	THE WESTATE UNIT TRU WELSHPOOL AUS	1,155.00	
	INDUSTRIAL SUPPLIES, NOT ELS		
04 NOV	PATHWEST LABORATORY NEDLANDS AUS	49.50	
	MEDICAL & DENTAL LABORATORIE		
05 NOV	EZI*ROYAL MEDICAL SUP BROOKVALE AUS	573.67	
	DOCTORS NOT ELSEWHERE CLASSI		
05 NOV	EZI*Andatech Vermont AUS	549.00	
	DOCTORS NOT ELSEWHERE CLASSI		
09 NOV	WALGA EVENTS WEST LEEDERVI AUS	150.00	
	CIVIC, SOCIAL & FRATERNAL AS		
23 NOV	BIG W 0443 MIDLAND AUS	104.35	
	VARIETY STORES		
	Sub Total:	3,517.23	
	Miscellaneous Transactions		
27 NOV	TRANSFER CLOSING BALANCE TO BILLING ACCT	3,517.23 -	
	Sub Total:	3,517.23 -	
	Grand Total:	0.00	



Electronic Statement

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

Cardholder Signature [Signature] Date 3.12.24.

Transactions examined and approved.

Manager/Supervisor Signature [Signature] Date 4/12/24.

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

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

Important update to your Terms and Conditions

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

Complaints

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

Online: www.afca.org.au

Email: info@afca.org.au

Phone 1800 931 678

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

Credit Card Reconciliation - Page 4						
	Statement From	28/10/2024				
	Statement To	27/11/2024				
Credit Card Transactions - Sarah Caporn, EMWS						
Transaction Date	Statement Description	Amount (incl GST)	GST (\$)	GST (Y/N)	GL/Job	Narration
29/10/2024	BGC QUARRIES	\$ 19.59	\$ 1.78	Y	RM166.2980.2101	OVER PO AMOUNT FOR 5MM AGGRATE - POTHING MATERIALS
31/10/2024	VISTAPRINT	\$ 66.97	\$ 6.09	Y	BO11201.2400.2101	Q SWIMMING POOL SIGNAGE
31/10/2024	FIELDQUIP.COM.AU	\$ 300.15	\$ 27.29	Y	W11332.2400.2101	BLADES FOR TRACTOR/SLASHER/MOWER
30/10/2024	EZI* ANDATECH	\$ 549.00	\$ 49.91	Y	2140330.2101	CALIBRATION OF BREATHALYSER
1/11/2024	THE WESTATE UNIT	\$ 1,155.00	\$ 105.00	Y	POTH.2400.2101	5x FINE HOSE REELS FOR WATER TANK/UNITS
5/11/2024	PATHWEST	\$ 49.50	\$ -	N	2140330.2101	DRUG TEST - DEPOT STAFF MEMBER
5/11/2024	EZI* ANDATECH	\$ 573.67	\$ 52.15	Y	2140330.2101"	SALIVA DRUG TESTS - DEPOT
5/11/2024	EZI* ANDATECH	\$ 549.00	\$ 49.91	Y	2140330.2101"	CALIBRATION OF BREATHALYSER
9/11/2024	WALGA EVENTS	\$ 150.00	\$ 13.64	Y	WSF010D.2400.2101	ROAD SIDE VEGETATION FIELD DAY EVENT - EMWS, WS & P&GS
23/11/2024	BIG W MIDLAND	\$ 73.75	\$ 6.70	Y	BO11201.2400.2101	NAPPIES FOR QUAIRADING SWIMMING POOL
23/11/2024	BIG W MIDLAND	\$ 30.60	\$ 2.79	Y	BO14201.2400.2101	CHRISTMAS DECORATIONS FOR DEPOT
Total		\$ 3,517.23	\$ 315.26			



Electronic Statement

BusinessChoice Everyday Mastercard® Statement

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

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

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Benjamin Davies	5163 2800 0197 3585	5,000	5,000.00
Statement From	Statement To	Facility Number	
28 OCT 2024	27 NOV 2024	02752751	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment including past due overlimit is
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	2,652.51	0.00	0.00	2,652.51 -	0.00	0.00	0.00



Electronic Statement

Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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

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

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

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

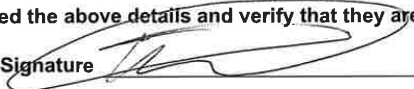
BusinessChoice Everyday Mastercard®			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
Purchases			
25 OCT	BP CUNDERDIN ROADHOU CUNDERDIN AUS SERVICE STATIONS	123.39	
25 OCT	BP CUNDERDIN ROADHOU CUNDERDIN AUS SERVICE STATIONS	40.84	
27 OCT	SP VIJIM LIMITED WAN CHAI HKG INC FX FEE AUD \$12.64 CAMERA & PHOTOGRAPHIC SUPPLY	434.24	
31 OCT	BP CUNDERDIN ROADHOU CUNDERDIN AUS SERVICE STATIONS	105.50	
04 NOV	Vistaprint Australia P Derrimut AUS BUSINESS SERVICES NOT ELSEWH	140.98	
04 NOV	KEELERHARDWARE.COM.AU NORTH WILLOUG AUS HARDWARE STORES	115.55	
04 NOV	OFFICEWORKS Bentleigh Eas AUS STATIONERY, OFFICE & SCHOOL	64.35	
04 NOV	OFFICEWORKS Bentleigh Eas AUS STATIONERY, OFFICE & SCHOOL	90.45	
05 NOV	THE FIRST AID STORE AU LIVERPOOL AUS LABORATORY, MEDICAL, DENTAL	144.35	
06 NOV	BP CUNDERDIN ROADHOU CUNDERDIN AUS SERVICE STATIONS	143.14	
08 NOV	OFFICEWORKS Bentleigh Eas AUS STATIONERY, OFFICE & SCHOOL	157.03	
10 NOV	Cunderin Farmers Co-0 CUNDERDIN AUS GROCERY STORES, SUPERMARKETS	89.10	
08 NOV	BP CUNDERDIN ROADHOU CUNDERDIN AUS SERVICE STATIONS	108.08	
10 NOV	BP CUNDERDIN ROADHOU CUNDERDIN AUS SERVICE STATIONS	26.63	

Electronic Statement

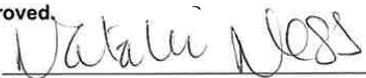


BusinessChoice Everyday Mastercard®			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
10 NOV	AMPOL MECKERING MECKERING AUS SERVICE STATIONS	186.67	
11 NOV	Vistaprint Australia P Derrimut AUS BUSINESS SERVICES NOT ELSEWH	223.97	
15 NOV	BP CUNDERDIN ROADHOU CUNDERDIN AUS SERVICE STATIONS	116.00	
19 NOV	QUAIRADING CO-OP QUAIRADING AUS GLASSWARE & CRYSTAL STORES	9.98	
19 NOV	Cunderin Farmers Co-0 CUNDERDIN AUS GROCERY STORES, SUPERMARKETS	56.95	
18 NOV	BP CUNDERDIN ROADHOU CUNDERDIN AUS SERVICE STATIONS	139.63	
19 NOV	BP QUAIRADING 6561 QUAIRADING AUS SERVICE STATIONS	136.68	
19 NOV	BP QUAIRADING 6561 QUAIRADING AUS SERVICE STATIONS	36.90	
19 NOV	BP QUAIRADING 6561 QUAIRADING AUS SERVICE STATIONS	18.95 -	
19 NOV	BP QUAIRADING 6561 QUAIRADING AUS SERVICE STATIONS	18.95 -	
	Sub Total:	2,652.51	
	Miscellaneous Transactions		
27 NOV	TRANSFER CLOSING BALANCE TO BILLING ACCT	2,652.51 -	
	Sub Total:	2,652.51 -	
	Grand Total:	0.00	

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

Cardholder Signature  Date 2/12/24

Transactions examined and approved.

Manager/Supervisor Signature  Date 4/12/24

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

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

Important update to your Terms and Conditions

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



Electronic Statement

Complaints

If you have a complaint, contact our dedicated Customer Solutions team on 132 032 or write to us at Westpac Customer Solutions, Reply Paid 5265, Sydney NSW 2001. If an issue has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers.
Online: www.afca.org.au
Email: info@afca.org.au
Phone 1800 931 678
Mail: Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001

Credit Card Reconciliation - Page 5						
Statement From		28/10/2024				
Statement To		27/11/2024				
Credit Card Transactions - Benjamin Davies, CESM						
Transaction Date	Statement Description	Amount (incl GST)	GST (\$)	GST (Y/N)	GL/Job	Narration
25/10/2024	BP CUNDERDIN	\$ 123.39	\$ 11.22	Y	PROU.2610.4000	CESM VEHICLE FUEL
25/10/2024	BP CUNDERDIN	\$ 40.84	\$ 3.71	Y	PROU.2610.4000	CESM VEHICLE FUEL
27/10/2024	SO VIJIM LIMITED	\$ 434.24	\$ 39.48	Y	2050765.2100	ACCIDENTAL PURCHASE ON THE CARD - TO BE REIMBURSED BY INVOICE
31/10/2024	BP CUNDERDIN	\$ 105.50	\$ 9.59	Y	PROU.2610.4000	CESM VEHICLE FUEL
4/11/2024	VISTAPRINT	\$ 140.98	\$ 12.82	Y	2050765.2100	QUAIRADING BFB TRAINING RESOURCES
4/11/2024	KEELER HARDWARE	\$ 115.55	\$ 10.50	Y	2050765.2100	Q BFB EQUIPMENT/SUPPLIES - KEYS
4/11/2024	OFFICEWORKS	\$ 64.35	\$ 5.85	Y	2050765.2100	Q BFB EQUIPMENT
4/11/2024	OFFICEWORKS	\$ 90.45	\$ 8.22	Y	2050765.2100	Q BFB EQUIPMENT
5/11/2024	THE FIRST AID STORE	\$ 52.20	\$ 4.74	Y	2050765.2100	QUAIRADING, CUNDERDIN & TAMMIN BFB FIRST AID EQUIPMENT GST INC
5/11/2024	THE FIRST AID STORE	\$ 92.15	\$ -	N	2050765.2100	QUAIRADING, CUNDERDIN & TAMMIN BFB FIRST AID EQUIPMENT GST FREE
6/11/2024	BP CUNDERDIN	\$ 143.14	\$ 13.01	Y	PROU.2610.4000	CESM VEHICLE FUEL
8/11/2024	OFFICEWORKS	\$ 157.03	\$ 14.27	Y	2050765.2100	Q BFB EQUIPMENT
10/11/2024	CUNDERDIN FARMERS CO-OP	\$ 21.10	\$ -	N	2050765.2100	QUAIRADING BFB TRAINING SUPPLIES (GST FREE)
10/11/2024	CUNDERDIN FARMERS CO-OP	\$ 68.00	\$ 6.12	Y	2050765.2100	QUAIRADING BFB TRAINING SUPPLIES (GST INC)
8/11/2024	BP CUNDERDIN	\$ 108.08	\$ 9.83	Y	PROU.2610.4000	CESM VEHICLE FUEL
10/11/2024	BP CUNDERDIN	\$ 26.63	\$ 2.42	Y	PROU.2610.4000	CESM VEHICLE FUEL

10/11/2024	AMPOL MECKERING	\$ 186.67	\$ 16.97	Y	PROU.2610.4000	CESM VEHICLE FUEL
11/11/2024	VISTAPRINT	\$ 223.97	\$ 20.35	Y	2050765.2100	QUAIRADING BFB TRAINING SUPPLIES
15/11/2024	BP CUNDERDIN	\$ 116.00	\$ 10.55	Y	2050765.2100	QUAIRADING BFB TRAINING SUPPLIES
19/11/2024	QUAIRADING CO-OP	\$ 9.98	\$ 0.78	Y	2050765.2100	QUAIRADING BFB TRAINING SUPPLIES
19/11/2024	CUNDERDIN FARMERS CO-OP	\$ 56.95	\$ 5.18	Y	2050765.2100	QUAIRADING BFB TRAINING SUPPLIES
18/11/2024	BP CUNDERDIN	\$ 139.63	\$ 12.69	Y	PROU.2610.4000	CESM VEHICLE FUEL
19/11/2024	BP QUAIRADING	\$ 136.68	\$ 12.42	Y	PROU.2610.4000	CESM VEHICLE FUEL
19/11/2024	BP QUAIRADING	\$ 36.90	\$ 3.35	Y	2050765.2100	QUAIRADING BFB TRAINING REFRESHMENTS
19/11/2024	BP QUAIRADING	-\$ 18.95	-\$ 1.72	Y	2050765.2100	QUAIRADING BFB TRAINING REFRESHMENTS
19/11/2024	BP QUAIRADING	-\$ 18.95	-\$ 1.72	Y	2050765.2100	QUAIRADING BFB TRAINING REFRESHMENTS
Total		\$ 2,652.51	\$ 230.63			

Electronic Statement



BusinessChoice Everyday Mastercard® Statement

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

For enquiries please call 1300 650 107 (8am - 6pm, Monday to Friday). Lost or stolen cards service available 24 hours a day, 7 days a week.

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

Card Account Transaction Details

Account Name	Card Number	Credit Limit	Available Credit
Mrs J Green	5163 2800 0180 5969	2,000	2,000.00
Statement From	Statement To	Facility Number	
28 OCT 2024	27 NOV 2024	02752751	

Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances	Your minimum payment (including past due overlimit)
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions			
0.00	0.00	1,065.10	0.00	0.00	1,065.10 -	0.00	0.00	0.00



Electronic Statement

BusinessChoice Everyday Mastercard®			
Date of Transaction	Description	Debits/Credits	
	Sub Total:	3,517.23 -	
	Grand Total:	0.00	

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

Cardholder Signature [Signature] Date 2/12/24

Transactions examined and approved.

Manager/Supervisor Signature [Signature] Date 4/12/24

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

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

Important update to your Terms and Conditions

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

Complaints

If you have a complaint, contact our dedicated Customer Solutions team on 132 032 or write to us at Westpac Customer Solutions, Reply Paid 5265, Sydney NSW 2001. If an issue has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers. Online: www.afca.org.au Email: info@afca.org.au Phone 1800 931 678 Mail: Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001

Electronic Statement



Important notice regarding Autopay Direct Debit Arrangement- Direct Debit

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

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

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

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

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

BusinessChoice Everyday Mastercard®			
Date of Transaction	Description	Debits/Credits	
01 NOV	Purchases Vistaprint Australia P Derrimut AUS BUSINESS SERVICES NOT ELSEWH Sub Total:	1,065.10 1,065.10	Business in main sheet.
27 NOV	Miscellaneous Transactions TRANSFER CLOSING BALANCE TO BILLING ACCT Sub Total:	1,065.10 - 1,065.10 -	
	Grand Total:	0.00	

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

Cardholder Signature [Signature] Date 2/12/24

Transactions examined and approved.

Manager/Supervisor Signature [Signature] Date 4/12/24

*Electronic Statement*

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

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

Important update to your Terms and Conditions

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

Complaints

If you have a complaint, contact our dedicated Customer Solutions team on 132 032 or write to us at Westpac Customer Solutions, Reply Paid 5285, Sydney NSW 2001. If an issue has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers. Online: www.afca.org.au
Email: info@afca.org.au
Phone: 1800 931 878
Mail: Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001

Shire of Quairading
Credit Card Reconciliation - Page 6

Statement From 28/10/2024
Statement To 27/11/2024

Credit Card Transactions - Vacant, EMED						
Transaction Date	Statement Description	Amount (incl GST)	GST (\$)	GST (Y/N)	GL/Job	Narration
1/11/2024	VISTAPRINT	\$ 1,065.10	\$96.80	Y	SIGNS.2400.2101	BANNERS FOR THE SHIRE MAIN STREET
Total		\$ 1,065.10	\$ 96.80			

11.3 Monthly Financial Statements - November 2024

- Responsible Officer** Natalie Ness, Chief Executive Officer
- Reporting Officer** Tricia Brown, Executive Manager, Corporate Services
- Attachments** 1. Attachment (i) Monthly Financial Statements November 2024 [↓](#) 
- Voting Requirements** Simple Majority
- Disclosure of Interest** Reporting Officer: Nil
Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, receives the Statement of Financial Activity, Statement of Financial Position, explanation of material variances and associated documentation for the period ending 30 November 2024, as included in Attachment (i)

IN BRIEF

- Monthly financial statements for the period ending 30 November 2024 attached
- Depreciation has been calculated for the months up to 30 June 2024.
- Admin Allocations have been run for the months of July 2024 to 30 November 2024.

MATTER FOR CONSIDERATION

To receive the monthly financial report and statements.

BACKGROUND

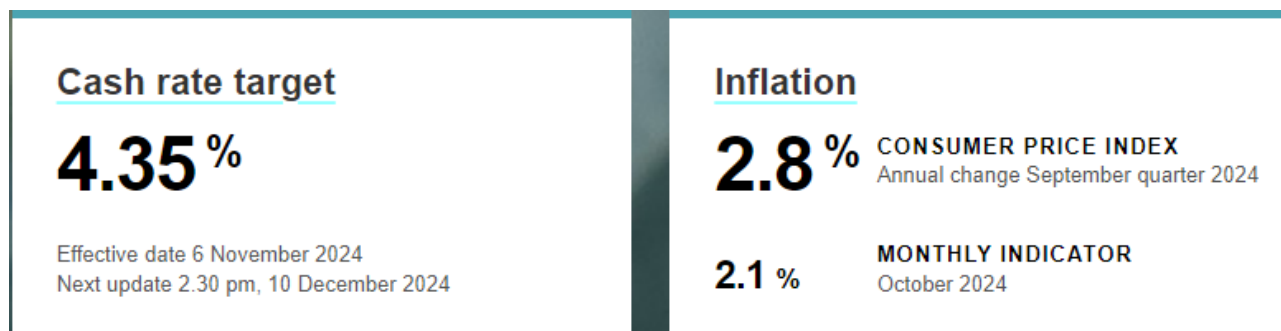
The Local Government (Financial Management) Regulations 1996 requires Shire Officers to prepare, within a prescribed timeframe, financial reports covering prescribed information and present these to Council.

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

The monthly CPI indicator rose 2.1% in the 12 months to October 2024.

	Aug 23 to Aug 24 % change	Sep 23 to Sep 24 % change	Oct 23 to Oct 24 % change
All groups monthly CPI	2.7	2.1	2.1

To curb the high inflation the Reserve Bank of Australia (RBA) have, in the last financial year, announced consecutive increases in the cash rate. As per Reserve Bank of Australia, effective 6 November 2024, the cash rate will remain unchanged at 4.35 %. The current RBA Inflation rate has decreased to 2.8% with the monthly indicator for October 2024 at 2.1%.



In framing the 2024/2025, the Shire has taken into consideration the economic environment and sustainability of its services into the future.

Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, requires each local government to present a Statement of Financial Activity that reports on income and expenditure as set out in the Annual Budget. In addition, regulation 34(5) stipulates for a local government to adopt a percentage or value to report on material variances between budgeted and actual results. The 2024/25 budget determines the variance analysis for significant amounts of \$10,000 and 10% for the financial year.

STATUTORY ENVIRONMENT

Australian Accounting Standards

Local Government (Financial Management) Regulations 1996

Local Government Act 1995

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

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

POLICY IMPLICATIONS

Significant Accounting Policies

FINANCIAL IMPLICATIONS

Council adopted the 2024/25 Budget at the OCM 29th August 2024.

ALIGNMENT WITH STRATEGIC PRIORITIES

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

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

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

RISK ASSESSMENT

	Option 1
Financial	<i>Low</i> <i>24-25 Budget Adopted by Council.</i>
Health	Low
Reputation	Low
Operations	Low
Natural Environment	Low

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

COMMENT

The November 2024 Monthly Financial Statements reflects the adopted 2024/2025 Budget.

The current aged creditors balance as of 30 November 2024 is \$36,637.80. This is made up of mostly current invoices.

The current aged debtors balance as of 30 November 2024 is \$88,501.32 with the majority of the balance being current invoices.



SHIRE OF QUAIRADING

**MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 November 2024**

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

TABLE OF CONTENTS

Monthly Summary Information

Key Terms and Descriptions - Statutory Reporting Programs

Statement of Financial Activity by Program

Key Terms and Descriptions - Nature Descriptions

Statement of Financial Activity by Nature

Statement of Financial Position

Note 1 Adjusted Net Current Assets

Note 2 Cash and Financial Assets

Note 3 Receivables

Note 4 Other Current Assets

Note 5 Payables

Note 6 Rating Revenue

Note 7 Disposal of Assets

Note 8 Capital Acquisitions

Note 9 Borrowings

Note 10 Reserves

Note 11 Other Current Liabilities

Note 12 Grants and Contributions

Note 13 Capital Grants and Contributions

Note 14 Bonds & Deposits and Trust Fund

Note 15 Explanation of Material Variances

Note 16 Budget Amendments

Note 17 Caravan Park

THIS PAGE INTENTIONALLY LEFT BLANK

**SHIRE OF QUAIRADING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

KEY INFORMATION

Items of Significance

The material variance adopted by the Shire for the 2023/24 year is \$10,000 and 10%. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of significant/material variance is disclosed in Note 15.

	% Collected / Completed	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over
Significant Projects					
Grants, Subsidies and Contributions					
Grants, Subsidies and Contributions	73%	600,874	527,667	437,779	(89,888)
Capital Grants, Subsidies and Contributions	4%	2,066,381	538,607	92,976	(445,631)
	20%	2,667,255	1,066,274	530,755	(535,519)
Rates Levied	100%	2,799,736	2,799,735	2,786,530	(13,205)

Financial Position		Prior Year 30 November 2023	Current Year 30 November 2024
Adjusted Net Current Assets	99%	\$ 3,037,672	\$ 3,004,367
Cash and Equivalent - Unrestricted	117%	\$ 2,410,881	\$ 2,832,075
Cash and Equivalent - Restricted	103%	\$ 4,093,439	\$ 4,209,195
Receivables - Rates	111%	\$ 662,005	\$ 736,557
Receivables - Other	24%	\$ 430,260	\$ 102,261
Payables	97%	\$ 286,702	\$ 276,704

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

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

**SHIRE OF QUAIRADING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 November 2024
Prepared by: Tricia Brown (EMCS)
Reviewed by: Natalie Ness (CEO)

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 14.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

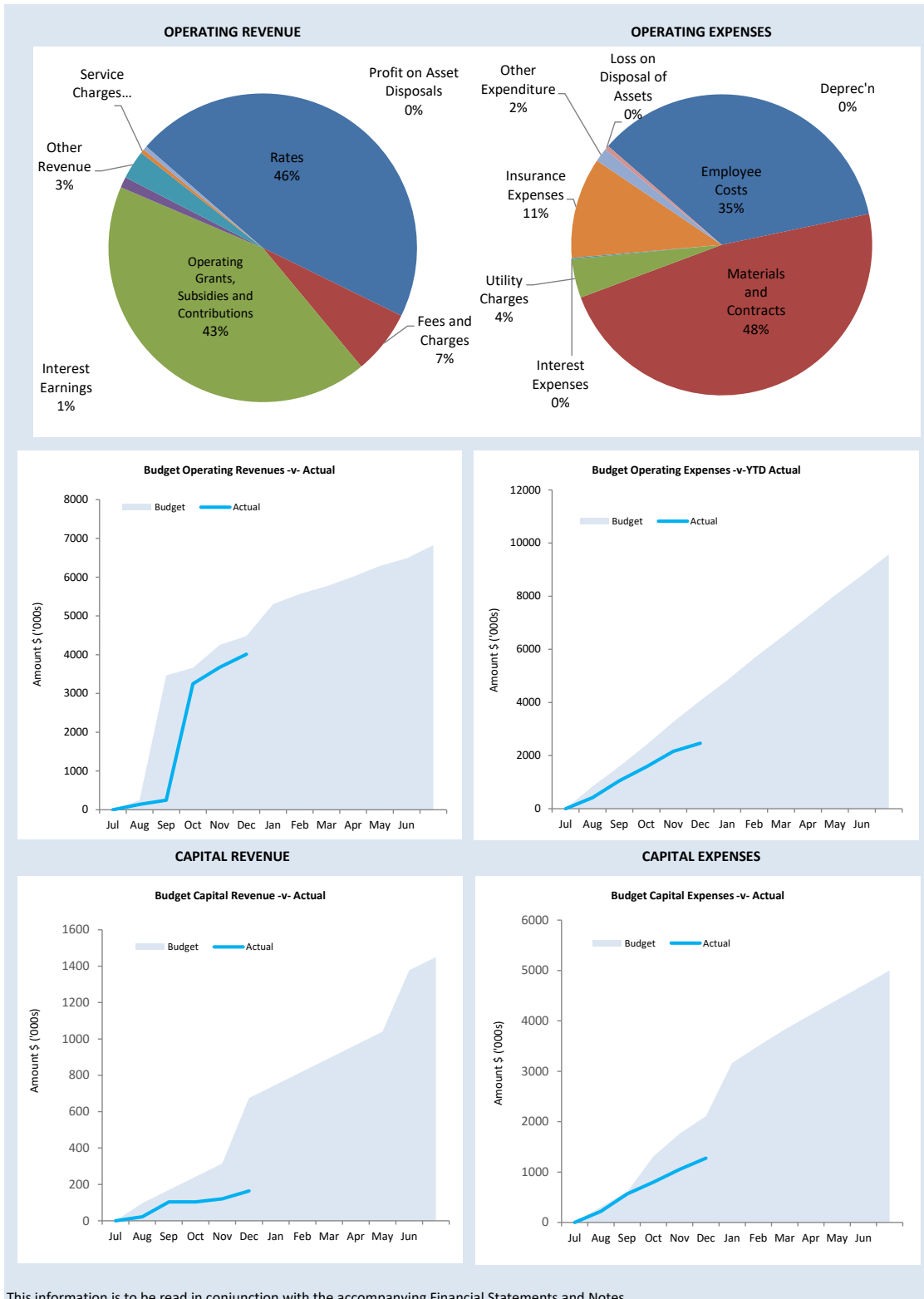
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

ROUNDING OFF FIGURES

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

**SHIRE OF QUAIRADING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

SUMMARY GRAPHS



**SHIRE OF QUAIRADING
KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

STATUTORY REPORTING PROGRAMS

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

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

SHIRE OF QUAIRADING
STATEMENT OF FINANCIAL ACTIVITY BY PROGRAM
FOR THE PERIOD ENDED 30 NOVEMBER 2024

BY PROGRAM

	Note	Adopted Annual Budget	Amended Annual Budget (d)	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
		\$	\$	\$	\$	\$	%		
OPERATING ACTIVITIES									
Revenue from operating activities									
Governance		0	0	0	7	7		▲	
General Purpose Funding - Rates	6	2,799,736	2,799,736	2,799,735	2,786,530	(13,205)	(0%)	▼	
General Purpose Funding - Other		481,956	481,956	378,160	211,433	(166,727)	(44%)	▼	\$
Law, Order and Public Safety		286,992	286,992	131,916	110,781	(21,135)	(16%)	▼	\$
Health		500	500	205	(1)	(206)	(101%)	▼	
Education and Welfare		72,712	72,712	30,235	49,479	19,244	64%	▲	\$
Housing		169,464	169,464	70,505	72,439	1,934	3%	▲	
Community Amenities		234,046	234,046	98,610	169,130	70,520	72%	▲	\$
Recreation and Culture		30,150	30,150	8,020	9,071	1,051	13%	▲	
Transport		304,769	304,769	232,158	260,713	28,555	12%	▲	\$
Economic Services		326,600	326,600	173,930	164,149	(9,781)	(6%)	▼	
Other Property and Services		50,100	50,100	21,940	84,563	62,623	285%	▲	\$
		4,757,025	4,757,025	3,945,414	3,918,293				
Expenditure from operating activities									
Governance		(688,725)	(688,725)	(329,669)	(290,482)	39,187	12%	▲	\$
General Purpose Funding		(120,484)	(120,484)	(48,365)	(44,402)	3,963	8%	▲	
Law, Order and Public Safety		(589,061)	(589,061)	(246,473)	(282,984)	(36,511)	(15%)	▼	\$
Health		(547,158)	(547,158)	(227,845)	(238,341)	(10,496)	(5%)	▼	
Education and Welfare		(365,867)	(365,867)	(154,000)	(105,502)	48,498	31%	▲	\$
Housing		(255,064)	(255,064)	(107,372)	(80,921)	26,451	25%	▲	\$
Community Amenities		(1,149,300)	(1,149,300)	(478,741)	(274,388)	204,353	43%	▲	\$
Recreation and Culture		(1,316,934)	(1,316,934)	(522,577)	(338,293)	184,284	35%	▲	\$
Transport		(3,465,795)	(3,465,795)	(1,445,440)	(548,049)	897,391	62%	▲	\$
Economic Services		(1,028,479)	(1,028,479)	(409,679)	(278,181)	131,499	32%	▲	\$
Other Property and Services		(47,502)	(47,502)	(100,017)	16,517	116,534	117%	▲	\$
		(9,574,369)	(9,574,369)	(4,070,178)	(2,465,026)				
Operating activities excluded from budget									
Add back Depreciation		3,448,062	3,448,062	1,436,080	0	(1,436,080)	(100%)	▼	\$
Adjust (Profit)/Loss on Asset Disposal	7	312,693	312,693	131,700	(13,853)	(145,553)	(111%)	▼	\$
Movement in Leave Reserve (Added Back)		4,739	4,739	4,739	4,203	(536)	(11%)	▼	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0	0			
Rounding Adjustments		0	0	0	0	0			
Movement Due to Changes in Accounting Standards		0	0	0	0	0			
Fair value adjustments to financial assets at fair value through profit and loss		0	0	0	0	0			
Loss on Asset Revaluation		0	0	0	0	0			
Adjustment in Fixed Assets		0	0	0	0	0			
		3,765,494	3,765,494	1,572,519	(9,650)				
Amount attributable to operating activities		(1,051,850)	(1,051,850)	1,447,755	1,443,617				
INVESTING ACTIVITIES									
Inflows from investing activities									
Capital Grants, Subsidies and Contributions	13	2,066,381	2,066,381	538,607	92,976	(445,631)	(83%)	▼	\$
Proceeds from Disposal of Assets	7	920,000	920,000	410,165	164,091	(246,074)	(60%)	▼	\$
Proceeds from financial assets at amortised cost - self supporting loans		0	0	0	0	0			
		2,986,381	2,986,381	948,772	257,066				
Outflows from investing activities									
Land Held for Resale	8	(50,000)	(50,000)	(20,840)	(14,799)	6,041	29%	▲	
Land and Buildings	8	(751,494)	(751,494)	(348,168)	(143,343)	204,825	59%	▲	\$
Plant and Equipment	8	(1,373,057)	(1,373,057)	(592,065)	(518,760)	73,305	12%	▲	\$
Furniture and Equipment	8	(15,000)	(15,000)	(6,250)	0	6,250	100%	▲	
Infrastructure Assets - Roads	8	(1,859,924)	(1,859,924)	(741,836)	(313,250)	428,586	58%	▲	\$
Infrastructure Assets - Drainage	8	0	0	0	0	0			
Infrastructure Assets - Footpaths	8	(5,500)	(5,500)	(2,290)	(5,500)	(3,210)	(140%)	▼	
Infrastructure Assets - Other	8	(553,081)	(553,081)	(230,840)	(107,728)	123,112	53%	▲	\$
Infrastructure Assets - Bridges	8	(20,000)	(20,000)	(8,330)	(35,100)	(26,770)	(321%)	▼	\$
Payments for financial assets at amortised cost - self supporting loans		0	0	0	0	0			
		(4,628,055)	(4,628,055)	(1,950,619)	(1,138,480)				
Amount attributable to investing activities		(1,641,675)	(1,641,675)	(1,001,847)	(881,414)				
FINANCING ACTIVITIES									
Inflows from financing activities									
Proceeds from new borrowings	9	0	0	0	0	0			
Transfer from Reserves	10	530,000	530,000	265,000	0	(265,000)	(100%)	▼	\$
Transfer from Restricted Cash - Other		0	0	0	0	0			
		530,000	530,000	265,000	0				
Outflows from financing activities									
Repayment of borrowings	9	(67,898)	(67,898)	(28,275)	(33,722)	(5,447)	(19%)	▼	
Payments for principal portion of lease liabilities	9	(29,925)	(29,925)	(13,926)	(5,457)	8,469	61%	▲	
Transfer to Restricted Cash - Other		0	0	0	0	0			
Transfer to Reserves	10	(275,000)	(275,000)	(114,585)	(97,556)	17,029	15%	▲	\$
		(372,823)	(372,823)	(156,786)	(136,735)				
Amount attributable to financing activities		157,177	157,177	108,214	(136,735)				
MOVEMENT IN SURPLUS OR DEFICIT									
Surplus or deficit at the start of the financial year	1	2,583,335	2,583,335	2,583,335	2,578,899	(4,436)	(0%)	▼	
Amount attributable to operating activities		(1,051,850)	(1,051,850)	1,447,755	1,443,617	(4,138)	(0%)	▼	
Amount attributable to investing activities		(1,641,675)	(1,641,675)	(1,001,847)	(881,414)	120,433	(12%)	▲	
Amount attributable to financing activities		157,177	157,177	108,214	(136,735)	(244,949)	(226%)	▼	
Surplus or deficit at the end of the financial year	1	46,987	46,987	3,137,457	3,004,367	(133,090)	(4%)	▼	

KEY INFORMATION

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

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

The material variance adopted by Council for the 2024/25 year is \$10,000 and 10%.

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

SHIRE OF QUAIRADING

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 NOVEMBER 2024

NATURE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not capital grants.

CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGEES

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

SERVICE CHARGES

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

INTEREST REVENUE

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

OTHER REVENUE / INCOME

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION

Depreciation expense raised on all classes of assets.

FINANCE COSTS

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

OTHER EXPENDITURE

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

SHIRE OF QUAIRADING

STATEMENT OF FINANCIAL ACTIVITY BY NATURE & TYPE
FOR THE PERIOD ENDED 30 NOVEMBER 2024

BY NATURE

Note	Adopted Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
	\$	\$	\$	\$	\$	%		\$
OPERATING ACTIVITIES								
Revenue from operating activities								
Rates	6	2,799,736	2,799,736	2,799,735	2,786,530	(13,205)	(0%) ▼	
Grants, Subsidies and Contributions	12	600,874	600,874	527,667	437,779	(89,888)	(17%) ▼	\$
Fees and Charges		682,553	682,553	281,010	408,025	127,015	45% ▲	\$
Service Charges		0	0	0	0	0		
Interest Revenue		152,350	152,350	63,440	68,619	5,179	8% ▲	
Other Revenue		422,171	422,171	232,192	182,924	(49,268)	(21%) ▼	\$
Profit on Disposal of Assets	7	99,341	99,341	41,370	25,325	(16,045)	(39%) ▼	\$
Gain FV Valuation of Assets		0	0	0	0	0		
		4,757,025	4,757,025	3,945,414	3,909,202			
Expenditure from operating activities								
Employee Costs		(2,237,356)	(2,237,356)	(920,030)	(867,302)	52,728	6% ▲	
Materials and Contracts		(2,838,670)	(2,838,670)	(1,267,600)	(1,169,027)	98,573	8% ▲	
Utility Charges		(277,050)	(277,050)	(115,075)	(102,589)	12,486	11% ▲	\$
Depreciation		(3,448,062)	(3,448,062)	(1,436,080)	0	1,436,080	100% ▲	\$
Finance Costs		(7,980)	(7,980)	(3,315)	(3,135)	180	5% ▲	
Insurance Expenses		(205,303)	(205,303)	(102,065)	(266,340)	(164,275)	(161%) ▼	\$
Other Expenditure		(147,914)	(147,914)	(52,943)	(36,070)	16,873	32% ▲	\$
Loss on Disposal of Assets	7	(412,034)	(412,034)	(173,070)	(11,471)	161,598	93% ▲	\$
Loss FV Valuation of Assets		0	0	0	0	0		
		(9,574,369)	(9,574,369)	(4,070,178)	(2,455,935)			
Operating activities excluded from budget								
Add back Depreciation		3,448,062	3,448,062	1,436,080	0	(1,436,080)	(100%) ▼	\$
Adjust (Profit)/Loss on Asset Disposal	7	312,693	312,693	131,700	(13,853)	(145,553)	(111%) ▼	\$
Movement in Leave Reserve (Added Back)		4,739	4,739	4,739	4,203	(536)	(11%) ▼	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0		
Movement in Employee Benefit Provisions		0	0	0	0	0		
Rounding Adjustments		0	0	0	0	0		
Movement Due to Changes in Accounting Standards		0	0	0	0	0		
Fair value adjustments to financial assets at fair value through profit and loss		0	0	0	0	0		
Loss on Asset Revaluation		0	0	0	0	0		
Adjustment in Fixed Assets		0	0	0	0	0		
		3,765,494	3,765,494	1,572,519	(9,650)			
Amount attributable to operating activities		(1,051,850)	(1,051,849)	1,447,755	1,443,617			
INVESTING ACTIVITIES								
Inflows from investing activities								
Capital Grants, Subsidies and Contributions	13	2,066,381	2,066,381	538,607	92,976	(445,631)	(83%) ▼	\$
Proceeds from Disposal of Assets	7	920,000	920,000	410,165	164,091	(246,074)	(60%) ▼	\$
Proceeds from financial assets at amortised cost - self supporting loans	9	0	0	0	0	0		
		2,986,381	2,986,381	948,772	257,066			
Outflows from investing activities								
Land Held for Resale	8	(50,000)	(50,000)	(20,840)	(14,799)	6,041	(29%) ▲	
Land and Buildings	8	(751,494)	(751,494)	(348,168)	(143,343)	204,825	59% ▲	\$
Plant and Equipment	8	(1,373,057)	(1,373,057)	(592,065)	(518,760)	73,305	12% ▲	\$
Furniture and Equipment	8	(15,000)	(15,000)	(6,250)	0	6,250	100% ▲	
Infrastructure Assets - Roads	8	(1,859,924)	(1,859,924)	(741,836)	(313,250)	428,586	58% ▲	\$
Infrastructure Assets - Drainage	8	0	0	0	0	0		
Infrastructure Assets - Footpaths	8	(5,500)	(5,500)	(2,290)	(5,500)	(3,210)	(140%) ▼	
Infrastructure Assets - Other	8	(553,081)	(553,081)	(230,840)	(107,728)	123,112	53% ▲	\$
Infrastructure Assets - Bridges	8	(20,000)	(20,000)	(8,330)	(35,100)	(26,770)	(321%) ▼	\$
Payments for financial assets at amortised cost - self supporting loans		0	0	0	0	0		
		(4,628,055)	(4,628,055)	(1,950,619)	(1,138,480)			
Amount attributable to investing activities		(1,641,675)	(1,641,675)	(1,001,847)	(881,414)			
FINANCING ACTIVITIES								
Inflows from financing activities								
Proceeds from new borrowings		0	0	0	0	0		
Transfer from Reserves	10	530,000	530,000	265,000	0	(265,000)	(100%) ▼	\$
Transfer from Restricted Cash - Other		0	0	0	0	0		
		530,000	530,000	265,000	0			
Outflows from financing activities								
Repayment of borrowings	9	(67,898)	(67,898)	(28,275)	(33,722)	(5,447)	(19%) ▼	
Payments for principal portion of lease liabilities	9	(29,925)	(29,925)	(13,926)	(5,457)	8,469	61% ▲	
Transfer to Restricted Cash - Other		0	0	0	0	0		
Transfer to Reserves	10	(275,000)	(275,000)	(114,585)	(97,556)	17,029	15% ▲	\$
		(372,823)	(372,823)	(156,786)	(136,735)			
Amount attributable to financing activities		157,177	157,177	108,214	(136,735)			
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	1	2,583,335	2,583,335	2,583,335	2,578,899	(4,436)	(0%)	
Amount attributable to operating activities		(1,051,850)	(1,051,849)	1,447,755	1,443,617	(4,138)	(0%)	
Amount attributable to investing activities		(1,641,675)	(1,641,675)	(1,001,847)	(881,414)	120,433	(12%)	
Amount attributable to financing activities		157,177	157,177	108,214	(136,735)	(244,949)	(226%)	
Surplus or deficit at the end of the financial year	1	46,987	46,988	3,137,457	3,004,367	(133,090)	(4%)	

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

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

The material variance adopted by Council for the 2024/25 year is \$10,000 and 10%.

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

**SHIRE OF QUAIRADING
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

	30-Nov-23	30-Nov-24
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	7,040,340	7,041,270
Trade and other receivables	505,826	838,818
Other financial assets	0	0
Inventories	198,674	213,173
Contract assets	676,569	361,891
Other assets	109,426	530
TOTAL CURRENT ASSETS	8,530,834	8,455,682
NON-CURRENT ASSETS		
Trade and other receivables	35,573	35,573
Other financial assets	83,171	83,171
Inventories	114,000	78,799
Property, plant and equipment	23,438,504	24,000,369
Infrastructure	99,655,219	100,116,797
Right-of-use assets	33,094	33,094
TOTAL NON-CURRENT ASSETS	123,359,561	124,347,803
TOTAL ASSETS	131,890,394	132,803,486
CURRENT LIABILITIES		
Trade and other payables	1,412,713	313,400
Other liabilities	238,647	743,988
Lease liabilities	11,047	5,589
Employee related provisions	176,085	176,085
TOTAL CURRENT LIABILITIES	1,906,389	1,273,238
NON-CURRENT LIABILITIES		
Lease liabilities	20,646	20,646
Borrowings	209,720	209,720
Employee related provisions	35,582	35,582
TOTAL NON-CURRENT LIABILITIES	265,948	265,948
TOTAL LIABILITIES	2,172,338	1,539,186
NET ASSETS	129,718,057	131,264,299
EQUITY		
Retained surplus	41,964,110	43,412,797
Reserve accounts	4,111,639	4,209,195
Revaluation surplus	83,642,307	83,642,307
TOTAL EQUITY	129,718,057	131,264,299

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

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024

OPERATING ACTIVITIES
NOTE 1
ADJUSTED NET CURRENT ASSETS

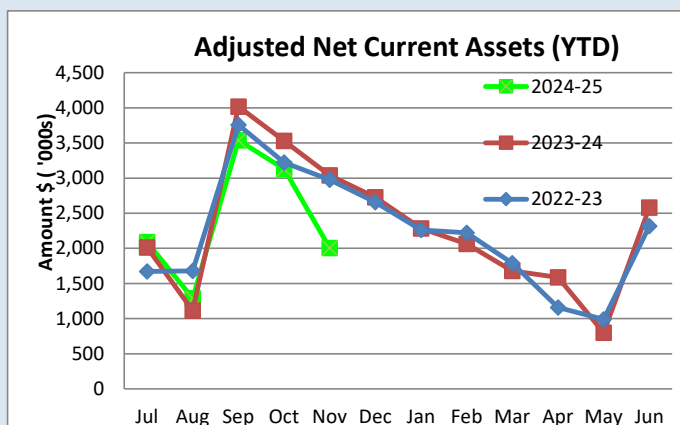
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2024	This Time Last Year 30/11/2023	Year to Date Actual 30/11/2024
		\$	\$	\$
Current Assets				
Cash Unrestricted	2	2,928,701	2,410,881	2,832,075
Cash Restricted - Reserves	2	4,111,639	4,093,439	4,209,195
Cash Restricted - Bonds & Deposits	2	0	0	0
Receivables - Rates	0	279,317	662,005	736,557
Receivables - Other	3	226,508	430,260	102,261
Other Financial Assets	3	0	0	0
Other Assets Other Than Inventories	4	785,994	837,427	362,421
Inventories	4	8,674	(1,923)	23,173
		8,340,834	8,432,089	8,265,682
Less: Current Liabilities				
Payables	5	(1,361,321)	(286,702)	(276,704)
Contract Liabilities	11	(238,647)	(980,393)	(743,988)
Bonds & Deposits	14	(51,392)	(20,489)	(36,696)
Loan Liability	9	(67,898)	(33,274)	(34,176)
Lease Liability	9	(11,047)	(9,941)	(5,589)
Provisions	11	(176,085)	(184,697)	(176,085)
		(1,906,389)	(1,515,496)	(1,273,238)
Less: Cash Reserves	10	(4,111,639)	(4,093,439)	(4,209,195)
Add Back: Component of Leave Liability not Required to be funded		177,149	171,302	181,352
Add Back: Loan Liability		67,898	33,274	34,176
Add Back: Lease Liability		11,047	9,941	5,589
Less : Loan Receivable - clubs/institutions		0	0	0
Net Current Funding Position		2,578,899	3,037,672	3,004,367

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



This Year YTD
Surplus(Deficit)
\$3. M
Last Year YTD
Surplus(Deficit)
\$3.04 M

SHIRE OF QUAIRADING
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 30 NOVEMBER 2024

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

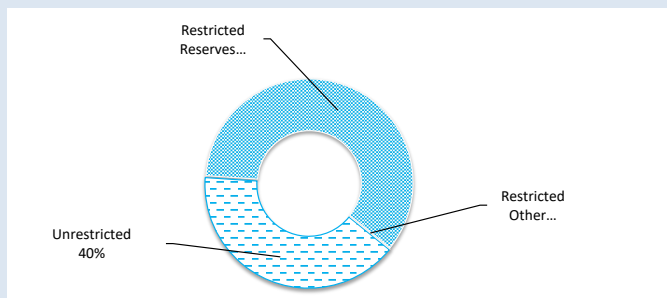
	Unrestricted	Restricted Reserves	Restricted Muni	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Cash on Hand - Admin	1,300			1,300	Cash on Hand	Nil	On Hand
Petty Cash - Container Deposit Scheme	499			499	Cash on Hand	Nil	On Hand
At Call Deposits							
Municipal Cash at Bank	1,170,346			1,170,346	Westpac		Ongoing
Municipal Investment Cash at Bank	0			0	Westpac	Nil	Ongoing
Medical Practice Cash at Bank	33			33	Westpac		Ongoing
Reserve Cash at Bank		388,579		388,579	Westpac	1.55%	Ongoing
Trust Cash at Bank			0	0	Westpac		Ongoing
Term Deposits							
Municipal - Term Deposit Investment 1	328,069			328,069	Westpac	5.16%	12/02/2025
Municipal - Term Deposit Investment 2	331,828			331,828	Westpac	5.16%	12/02/2025
Municipal - Term Deposit Investment 3	1,000,000			1,000,000	Westpac	5.09%	28/02/2025
Reserve - Term Deposit Investment 1		1,039,899		1,039,899	Westpac	5.11%	2/01/2025
Reserve - Term Deposit Investment 2		676,460		676,460	Westpac	5.11%	2/01/2025
Reserve - Term Deposit Investment 3		1,121,528		1,121,528	Westpac	5.11%	2/01/2025
Reserve - Term Deposit Investment 4		982,729		982,729	Westpac	5.11%	2/01/2025
		0		0			
		0		0			
Investments							
Total	2,832,075	4,209,195	0	7,041,270			

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



Total Cash	Restricted
\$7.04 M	\$4.21 M

SHIRE OF QUAIRADING
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 30 NOVEMBER 2024

OPERATING ACTIVITIES
 NOTE 3
 RECEIVABLES

Receivables - Rates & Rubbish	30 June 2024	30 Nov 24
	\$	\$
Opening Arrears Previous Years	282,891	314,891
Levied this year	2,762,616	2,932,120
Less Collections to date	(2,730,617)	(2,474,880)
Equals Current Outstanding	314,891	772,131
	314,891	772,131
% Collected	89.66%	76.22%

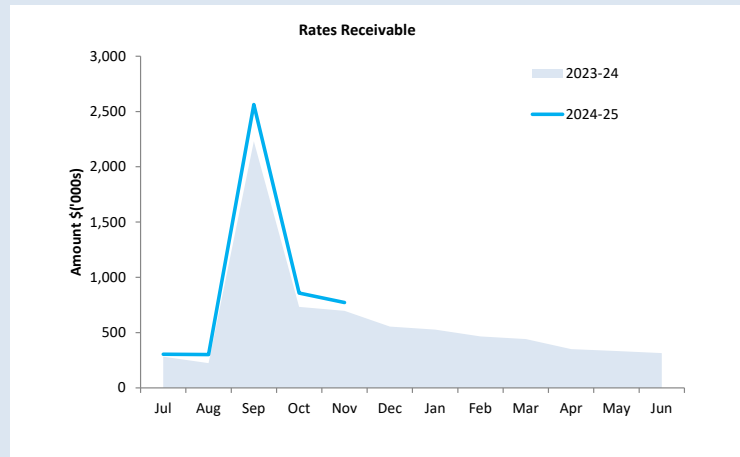
Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	74,640	6,612	1,328	5,921	88,501
Percentage	84%	7%	2%	7%	
Balance per Trial Balance					
Sundry Debtors					62,043
Receivables - Other					40,217
Total Receivables General Outstanding					102,261
Amounts shown above include GST (where applicable)					

KEY INFORMATION

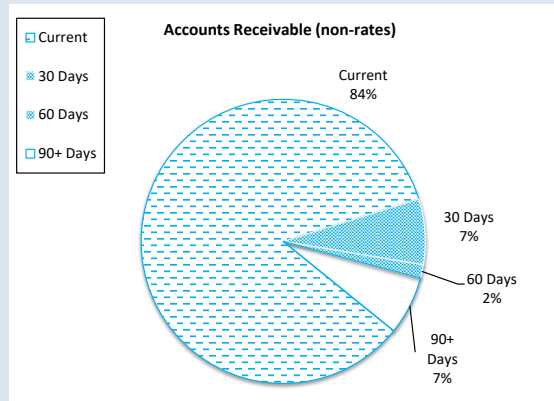
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

SIGNIFICANT ACCOUNTING POLICIES

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



Collected	Rates Due
76%	\$772,131



Debtors Due
\$102,261
Over 30 Days
16%
Over 90 Days
7%

SHIRE OF QUAIRADING
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 30 NOVEMBER 2024

OPERATING ACTIVITIES
 NOTE 4
 OTHER CURRENT ASSETS

Other Current Assets	Opening Balance 1 Jul 2024	Asset Increase	Asset Reduction	Closing Balance 30 Nov 2024
	\$	\$	\$	\$
Other Financial Assets at Amortised Cost				
Financial assets at amortised cost - self supporting loans	0	0	0	0
Inventory				
Fuel, Visitor and Rec Centres stock on hand	8,674	14,499	0	23,173
Accrued income and prepayments				
Accrued income and prepayments	109,426	0	(108,895)	530
Contract assets				
Contract assets	676,569	0	(314,678)	361,891
Total Other Current assets				575,594
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

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

Land held for resale

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

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

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

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

CONTRACT ASSETS

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

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024

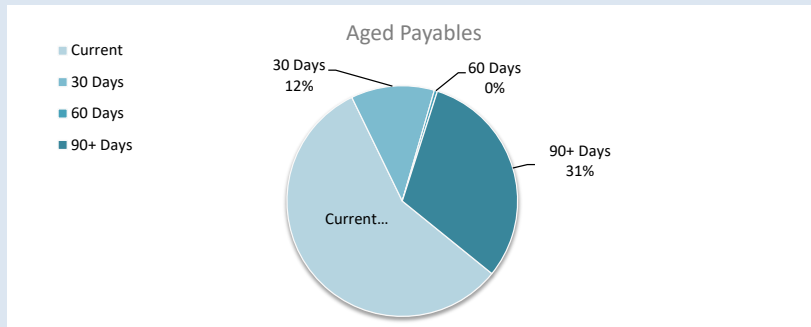
OPERATING ACTIVITIES
NOTE 5
Payables

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables (Sundry Creditors) - General	20,754	4,262	161	11,261	36,438
Percentage	57%	11.7%	0.4%	30.9%	
Balance per Trial Balance					
Sundry creditors - General					119,649
Other creditors					25,973
Accruals/Income in Advance					390
ATO liabilities					98,168
Other accruals/payables					32,524
Total Payables General Outstanding					276,704

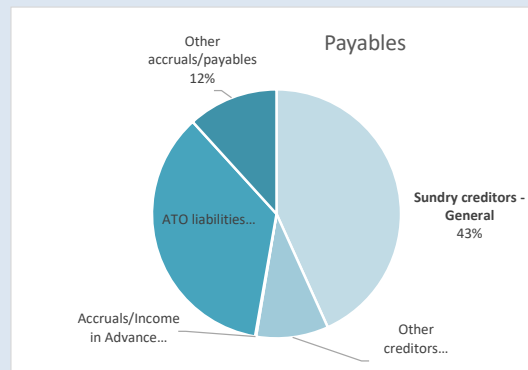
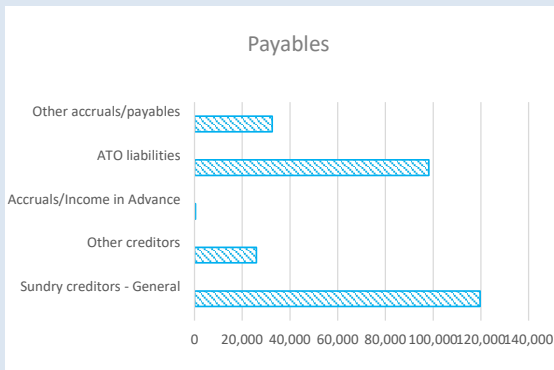
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Creditors Due
\$276,704
Over 30 Days
43%
Over 90 Days
30.9%



SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2024

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

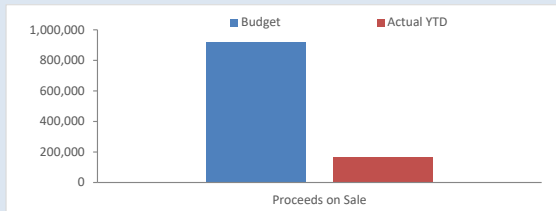
RATE TYPE	Budget						YTD Actual				
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
	\$			\$	\$	\$	\$	\$	\$	\$	\$
General Rate											
Gross rental valuations											
GRV - Residential	0.138187	378	3,146,437	434,315	0	0	434,315	434,138	0		434,138
GRV - Industrial	0.138187	29	274,950	37,995	0	0	37,995	37,994	0	0	37,994
GRV - Commercial	0.138187	11	209,776	28,988	0	0	28,988	28,988	0	0	28,988
Unimproved valuations											
UV - Rural	0.006820	412	319,919,412	2,181,848	0	0	2,181,848	2,181,711	5,419	0	2,187,130
Non Rateable		231	60,902,337	0	0	0	0	0	0	0	0
Sub-Totals		1,061	384,452,912	2,683,146	0	0	2,683,146	2,682,831	5,419	0	2,688,250
Minimum Payment											
\$											
Gross rental valuations											
GRV - Residential	756	61	0	46,116	0	0	46,116	46,116	0	0	46,116
GRV - Industrial	756	8	0	6,048	0	0	6,048	6,048	0	0	6,048
GRV - Commercial	756	1	0	756	0	0	756	756	0	0	756
Unimproved valuations											
UV - Rural	756	60	0	45,360	0	0	45,360	45,360	0	0	45,360
Sub-Totals		130	0	98,280	0	0	98,280	98,280	0	0	98,280
		1,191	384,452,912	2,781,426	0	0	2,781,426	2,781,111	5,419	0	2,786,530
Amount from General Rates											
Ex-Gratia Rates	Tonnage	1	0	18,310	0	0	18,310	0	0	0	0
Write off							0				0
Specified Area Rates							0				0
Total Rates							2,799,736				2,786,530

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Number	Asset Description	Amended Budget				YTD Actual			
		Net Book				Net Book			
		Value	Proceeds	Profit	(Loss)	Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land Held for Resale								
1200	Lhfr - Lot 301 (8) Edwards Way	38,760	10,000		(28,760)	10,000	9,091		(909)
1201	Lhfr - Lot 302 (6) Edwards Way	41,040	10,000		(31,040)	0	0		
1202	Lhfr - Lot 303 (4) Edwards Way	39,900	10,000		(29,900)	0	0		
1203	Lhfr - Lot 304 (2) Edwards Way	39,900	10,000		(29,900)	0	0		
1204	Lhfr - Lot 305 (15) Reid Street	41,040	10,000		(31,040)	0	0		
1205	Lhfr - Lot 328 (11) Edwards Way	39,900	10,000		(29,900)	10,000	9,091		(909)
1206	Lhfr - Lot 321 (9) Edwards Way	39,900	10,000		(29,900)	10,000	9,091		(909)
1207	Lhfr - Lot 323 (5) Edwards Way	39,900	10,000		(29,900)	0	0		
1208	Lhfr - Lot 324 (3) Edwards Way	39,900	10,000		(29,900)	0	0		
1209	Lhfr - Lot 325 (1) Edwards Way	41,040	10,000		(31,040)	10,000	9,091		(909)
1210	Lhfr - Lot 326 (19) Edwards Way	45,600	10,000		(35,600)	10,000	9,091		(909)
1211	Lhfr - Lot 327 (21) Reid Street	42,180	10,000		(32,180)	0	0		
1213	Lhfr - Lot 93 Hinkley Way, Quairading (Amalgam	57,000	35,000		(22,000)	0	0		
1214	Lhfr - Lot 94 Hinkley Way, Quairading (Amalgam	34,200	35,000	800		0	0		
	Plant and Equipment								
1Q3919	Ammann Ars130 Single Drum Roller	84,686	80,000		(4,686)	0	0		
1Q240	2015 Caterpillar 12 M Grader	149,345	150,000	655		0	0		
1Q368	2016 Caperpillar Loader 938K2	153,111	180,000	26,889.35		0	0		
Q5122	2012 Ud Nissan Truck	69,200	110,000	40,800		56,494	81,818	25,325	
2Q661	Mitsubishi Triton Glx Cc Man	11,720	24,000	12,280		0	0		
6Q190	Isuzu Dmax 4X4 Ute	24,907	25,000	93		0	0		
1Q960	2019 Multipac 524H Multi Tyred Roller	78,337	80,000	1,663		0	0		
1Q754	2017 John Deere 5065E Tractor	23,265	10,000		(13,265)	0	0		
Q5191	Model S30 Rider Sweeper	8,840	25,000	16,160		0	0		
	Aged Other								
1Q5335	Toyota Camry 2.5L Ascent	24,390	22,000		(2,390)	17,511	15,000		(2,511)
	Administration								
8Q0	Mazda Cx9 Touring Awd	24,633	24,000		(633)	26,233	21,818		(4,415)
		1,232,693	920,000	99,341	(412,034)	150,238	164,091	25,325	(11,471)

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$920,000	\$164,091	18%

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 NOVEMBER 2024

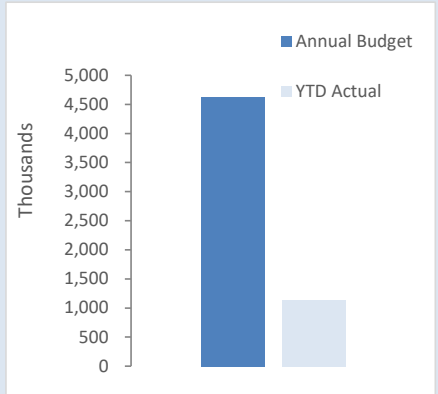
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital Acquisitions	Adopted	Amended		YTD Actual Total	YTD Budget Variance
	Annual Budget	YTD Budget	Annual Budget		
	\$	\$	\$	\$	\$
Land Held for Resale	50,000	20,840	50,000	14,799	(6,041)
Land and Buildings	751,494	348,168	751,494	143,343	(204,825)
Plant and Equipment	1,373,057	592,065	1,373,057	518,760	(73,305)
Furniture and Equipment	15,000	6,250	15,000	0	(6,250)
Infrastructure Assets - Roads	1,859,924	741,836	1,859,924	313,250	(428,586)
Infrastructure Assets - Footpaths	5,500	2,290	5,500	5,500	3,210
Infrastructure Assets - Other	553,081	230,840	553,081	107,728	(123,112)
Infrastructure Assets - Bridges	20,000	8,330	20,000	35,100	26,770
Capital Expenditure Totals	4,628,055	1,950,619	4,628,055	1,138,480	(812,139)
Capital acquisitions funded by:					
	\$	\$	\$	\$	\$
Capital Grants and Contributions	2,066,381	538,607	2,066,381	92,976	(445,631)
Borrowings	0	0	0	0	0
Other (Disposals & C/Fwd)	920,000	410,165	920,000	164,091	(246,074)
Council contribution - Cash Backed Reserves					
Various Reserves	530,000	265,000	530,000	0	(265,000)
Council contribution - operations	1,111,675	736,847	1,111,675	881,414	144,567
Capital Funding Total	4,628,055	1,950,619	4,628,055	1,138,480	(812,139)

SIGNIFICANT ACCOUNTING POLICIES

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

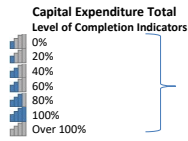
KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$4.63 M	\$1.14 M	25%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$2.07 M	\$0.09 M	4%

**SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

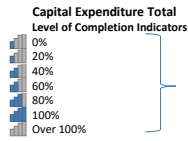


Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

% of Completion	Level of completion indicator, please see table at the top of this note for further detail.	Assets	Balance Sheet		Adopted		Amended		Variance (Under)/Over	
			Account Number	Job Category	Job Number	Annual Budget	Annual Budget	YTD Budget		Total YTD
					\$	\$	\$	\$	\$	
		Land Held for Resale								
		Community Amenities								
0.30		Stage 2 Light Industrial Subdivision	4100607	507	TP0000	(50,000)	(50,000)	(20,835)	(14,799)	6,036
		Total - Community Amenities				(50,000)	(50,000)	(20,835)	(14,799)	6,036
0.30		Total - Land Held for Resale				(50,000)	(50,000)	(20,835)	(14,799)	6,036
		Buildings								
		Health								
0.22		Medical Centre - Building (Capital)	4070712	512	BC7702	(12,500)	(12,500)	(12,500)	(2,760)	9,740
		Total - Health				(12,500)	(12,500)	(12,500)	(2,760)	9,740
		Education & Welfare								
1.16		Daycare Centre - Building (Capital)	4080612	512	BC8301	(20,000)	(20,000)	(15,413)	(23,113)	(7,700)
1.00		Arthur Kelly Village - Common Area - Building (Capital)	4080612	512	BC8600	0	0	0	(2,320)	(2,320)
0.76		Frail Aged Lodge (Parker House) - Building (Capital)	4080612	512	BC8610	(30,594)	(30,594)	(12,740)	(23,233)	(10,493)
0.00		Youth Centre - Building (Capital)	4080712	512	BC8701	(10,000)	(10,000)	(4,160)	0	4,160
		Total - Education & Welfare				(60,594)	(60,594)	(32,313)	(48,667)	(16,354)
		Housing								
0.00		14 Reid Street - Building (Capital)	4090114	514	BC9101	(5,000)	(5,000)	(2,080)	0	2,080
0.05		1/19 Gillett Street - Single Persons Unit - Building (Capital)	4090114	514	BC9102	(3,750)	(3,750)	(1,555)	(198)	1,357
0.00		31 Dall Street - Building (Capital)	4090114	514	BC9103	(11,000)	(11,000)	(4,580)	0	4,580
0.73		8 Dall Street - Building (Capital)	4090114	514	BC9104	(33,490)	(33,490)	(13,950)	(24,558)	(10,608)
0.00		4/19 Gillett Street - Single Persons Unit - Building (Capital)	4090114	514	BC9112	(3,750)	(3,750)	(1,555)	0	1,555
0.05		2/19 Gillett Street - Single Persons Unit - Building (Capital)	4090214	514	BC9202	(3,750)	(3,750)	(1,555)	(198)	1,357
0.03		3/19 Gillett Street - Single Persons Unit - Building (Capital)	4090214	514	BC9203	(6,550)	(6,550)	(2,725)	(198)	2,527
1.00		7 Edwards Way - Police House - Building (Capital)	4090214	514	BC9208	0	0	0	(21,630)	(21,630)
		Total - Housing				(67,290)	(67,290)	(28,000)	(46,782)	(18,782)
		Community Amenities								
0.01		Recycling Centre - Building (Capital)	4100112	512	BC10102	(88,376)	(88,376)	(36,820)	(1,256)	35,564
		Total - Community Amenities				(88,376)	(88,376)	(36,820)	(1,256)	35,564
		Recreation And Culture								
1.11		Swimming Pool - Building (Capital)	4110212	512	BC11201	(28,000)	(28,000)	(11,665)	(31,069)	(19,404)
0.35		Swimming Pool Kiosk - Building (Capital)	4110212	512	BC11202	(5,000)	(5,000)	(2,080)	(1,759)	321
0.00		Swimming Pool Plant Room - Building (Capital)	4110712	512	BC11205	(50,000)	(50,000)	(41,665)	0	41,665
0.00		Golf Club - Building (Capital)	4110312	512	BC11305	(6,000)	(6,000)	(2,495)	0	2,495
		Total - Recreation And Culture				(89,000)	(89,000)	(57,905)	(32,829)	25,076
		Transport								
0.00		Depot Workshop - Building (Capital)	4120112	512	BC12201	(8,617)	(8,617)	(3,580)	0	3,580
		Total - Transport				(8,617)	(8,617)	(3,580)	0	3,580
		Economic Services								
0.00		Cabin 4 - 1 Bedroom Unit (Capital)	4130212	512	BC13248	(205,000)	(205,000)	(85,380)	0	85,380
0.00		Cabin 5 - 1 Bedroom Unit (Capital)	4130212	512	BC13249	(205,000)	(205,000)	(85,380)	0	85,380
0.73		Veterinary Clinic - Building (Capital)	4130812	512	BC13810	(15,117)	(15,117)	(6,290)	(11,048)	(4,758)
		Total - Economic Services				(425,117)	(425,117)	(177,050)	(11,048)	166,002
0.19		Total - Buildings				(751,494)	(751,494)	(348,168)	(143,343)	204,825
		Plant & Equipment								
		Transport								
0.72		Works Supervisors Vehicle	4120330	530	PE12301	(72,000)	(72,000)	(72,000)	(52,101)	19,899
0.83		Tractor FEL (90HP)	4120330	530	PE12304	(90,000)	(90,000)	(37,500)	(75,000)	(37,500)
0.00		Smooth Drum Vibe Roller 12T	4120330	530	PE12311	(300,000)	(300,000)	0	0	0
0.79		Mazda BT50 Ute	4120330	530	PE12313	(65,000)	(65,000)	(65,000)	(51,269)	13,731
0.00		Grader	4120330	530	PE12314	(400,000)	(400,000)	(400,000)	0	400,000
0.91		6 Wheel Tip Truck	4120330	530	PE12317	(292,702)	(292,702)	0	(266,899)	(266,899)
0.00		Tenant Sweeper	4120330	530	PE12319	(75,000)	(75,000)	0	0	0
		Total - Transport				(1,294,702)	(1,294,702)	(574,500)	(445,269)	129,231
		Economic Services								
0.96		Toyota Camry - Community Car	4120330	530	PE12320	(36,200)	(36,200)	0	(34,715)	(34,715)
		Total - Economic Services				(36,200)	(36,200)	0	(34,715)	(34,715)
		Other Property & Services								
0.00		Purchase of New CEO Vehicle	4140230	530	PE14201	(42,154)	(42,154)	(17,565)	0	17,565
1.00		Purchase of New CEO Vehicle - Natalie Ness	4140230	530	PE14203	0	0	0	(38,776)	(38,776)
		Total - Other Property & Services				(42,154)	(42,154)	(17,565)	(38,776)	(21,211)

**SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

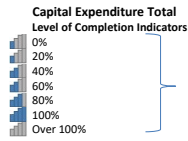


Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

% of Completion	Level of completion indicator, please see table at the top of this note for further detail.	Balance Sheet		Adopted		Amended		Total YTD	Variance (Under)/Over		
		Account Number	Job Category	Job Number	Annual Budget	Annual Budget	YTD Budget				
					\$	\$	\$	\$	\$		
0.38		Total - Plant & Equipment			(1,373,057)	(1,373,057)	(592,065)	(518,760)	73,305		
		Furniture & Equipment									
		Other Property & Services									
0.00			Chambers Furniture Upgrade	4140220	520	FE14202	(15,000)	(15,000)	(6,250)	0	6,250
		Total - Other Property & Services					(15,000)	(15,000)	(6,250)	0	6,250
0.00		Total - Furniture & Equipment					(15,000)	(15,000)	(6,250)	0	6,250
		Infrastructure - Roads									
		Transport									
0.00			Dangin Terrace (R2R)	4120144	540	R2R169	(22,000)	(22,000)	(9,165)	0	9,165
0.00			Walker Street (R2R)	4120144	540	R2R138	(60,000)	(60,000)	(25,000)	0	25,000
0.00			Cubbine Road, Cubbine (R2R)	4120145	540	R2R005	(83,562)	(83,562)	(34,815)	0	34,815
0.83			Kellerberrin - Yoting Road (R2R)	4120145	540	R2R164	(90,000)	(90,000)	(37,500)	(74,784)	(37,284)
0.00			Quairading - Corrigin Road (R2R)	4120145	540	R2R166	(140,000)	(140,000)	(58,330)	0	58,330
0.44			Hayes Road (R2R)	4120145	540	R2R015	(70,000)	(70,000)	(29,165)	(30,960)	(1,795)
0.07			Andrews Road (R2R)	4120145	540	R2R105	(82,041)	(82,041)	(13,656)	(6,015)	7,641
1.00			Old Beverley West Road (R2R)	4120146	540	R2R007	0	0	0	(14,836)	(14,836)
1.19			RRG - Quairading - Corrigin Road (Capital) 23/24 SLK 20.47 - 23.02	4120149	540	RRG166B	(105,245)	(105,245)	(43,830)	(125,748)	(81,918)
0.02			Bulyee - Quairading Road (RRG)	4120148	540	RRG002	(554,765)	(554,765)	(231,145)	(9,202)	221,943
0.04			Old Beverley East Road (RRG)	4120149	540	RRG006	(244,673)	(244,673)	(101,920)	(8,987)	92,933
0.01			Old Beverley East Road (LRCI Funded)	4120162	540	LRC006	(244,649)	(244,649)	(101,925)	(3,467)	98,458
0.18			Dangin - Mears Road - WSN Development Expenditure	4120162	540	WSF010D	(62,990)	(62,990)	(26,235)	(11,387)	14,848
1.00			Treloar Road (R2R)	4120146	540	R2R092	0	0	0	(10,000)	(10,000)
		Total - Transport					(1,759,924)	(1,759,924)	(712,686)	(295,387)	417,299
0.17		Total - Infrastructure - Roads					(1,759,924)	(1,759,924)	(712,686)	(295,387)	417,299
		Infrastructure - Drainage									
		Transport									
0.00			Punch Road - Drainage Capital	4120166	540	DC143	(20,000)	(20,000)	(5,830)	0	5,830
0.59			Minchin Road - Drainage Capital	4120166	540	DC063	(20,000)	(20,000)	(5,830)	(11,700)	(5,870)
0.00			Squiers Road - Drainage Capital	4120166	540	DC176	(20,000)	(20,000)	(5,830)	0	5,830
0.00			Toapin Road - Drainage Capital	4120166	540	DC055	(20,000)	(20,000)	(5,830)	0	5,830
0.31			Quairading - Corrigin Road - Drainage Capital	4120166	540	DC166	(20,000)	(20,000)	(5,830)	(6,163)	(333)
		Total - Transport					(100,000)	(100,000)	(29,150)	(17,863)	11,287
0.18		Total - Infrastructure - Drainage					(100,000)	(100,000)	(29,150)	(17,863)	11,287
		Infrastructure - Footpaths									
		Transport									
0.00			Harris Street - Footpath Capital	4120170	560	FC130	(5,500)	(5,500)	(2,290)	0	2,290
1.00			Macdonald Street - Footpath Capital		560	FC131	0	0	0	(5,500)	(5,500)
		Total - Transport					(5,500)	(5,500)	(2,290)	(5,500)	(3,210)
1.00		Total - Infrastructure - Footpaths					(5,500)	(5,500)	(2,290)	(5,500)	(3,210)
		Infrastructure - Bridges									
		Transport									
1.00			Badjaling North Road - Bridge (Capital)	4120167	555	BR4145	(20,000)	(20,000)	(8,330)	(20,000)	(11,670)
1.00			Mount Stirling Road - Bridge (Capital)	4120167	555	BR4143	0	0	0	(15,100)	(15,100)
		Total - Transport					(20,000)	(20,000)	(8,330)	(35,100)	(26,770)
1.76		Total - Infrastructure - Bridges					(20,000)	(20,000)	(8,330)	(35,100)	(26,770)
		Infrastructure - Other									
		Law, Order & Public Safety									
0.00			Solar Electronic Fire Danger Signs (Capital) - DRF Funded	4050790	590	EM5702	(30,000)	(30,000)	(21,250)	0	21,250
1.00			Caroling Water Tank - Fire Water	4050790	590	EM5701	0	0	0	(42)	(42)
		Total - Law, Order & Public Safety					(30,000)	(30,000)	(21,250)	(42)	21,208
		Community Amenities									
0.00			Cemetery Upgrade (Capital)	4100790	590	OC10703	(16,792)	(16,792)	(6,990)	0	6,990
		Total - Community Amenities					(16,792)	(16,792)	(6,990)	0	6,990
		Recreation And Culture									
0.16			Cricket Nets (Capital)	4110390	590	OC11344	(44,792)	(44,792)	(18,655)	(7,000)	11,655
0.00			Skate Park (Capital)	4110390	590	OC11345	(25,000)	(25,000)	(10,415)	0	10,415

**SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**



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

% of
Completion

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

	Assets	Balance Sheet		Adopted		Amended		Total YTD	Variance (Under)/Over
		Account Number	Job Category	Job Number	Annual Budget	Annual Budget	YTD Budget		
0.10	Bore Field	4110390	590	PC11315	(38,661)	(38,661)	(16,100)	(3,688)	12,412
0.17	Greater Sports Ground (GSC) - Netball/Basketball Courts (LRCI Fur	4110390	590	LRC11335	(377,836)	(377,836)	(157,430)	(64,452)	92,978
1.00	Construction Hall Carpark LRCI Funded Expenditure	4110190	590	OC11101	0	0	0	(1,628)	(1,628)
	Total - Recreation And Culture				(486,289)	(486,289)	(202,600)	(76,768)	125,832
1.55	Economic Services								
	Standpipe Controller 1	4130890	590	OC13801	(20,000)	(20,000)	0	(30,918)	(30,918)
	Total - Economic Services				(20,000)	(20,000)	0	(30,918)	(30,918)
0.19	Total - Infrastructure - Other				(553,081)	(553,081)	(230,840)	(107,728)	123,112
0.25	Grand Total				(4,628,055)	(4,628,055)	(1,950,614)	(1,138,480)	812,134
Summary by Balance Sheet Category									
	Land Held For Resale (Current)		340		0	0	0	0	0
	Land Held For Resale (Non Current)		507		(50,000)	(50,000)	(20,835)	(14,799)	6,036
	Land - Freehold		508		0	0	0	0	0
	Buildings - Specialised		512		(684,204)	(684,204)	(320,168)	(96,560)	223,608
	Buildings - Non Specialised		514		(67,290)	(67,290)	(28,000)	(46,782)	(18,782)
	Furniture & Equipment		520		(15,000)	(15,000)	(6,250)	0	6,250
	Plant & Equipment		530		(1,373,057)	(1,373,057)	(592,065)	(518,760)	73,305
	Infrastructure - Roads		540		(1,859,924)	(1,859,924)	(741,836)	(313,250)	428,586
	Infrastructure - Bridges		555		(20,000)	(20,000)	(8,330)	(35,100)	(26,770)
	Infrastructure - Footpaths & Cycleways		560		(5,500)	(5,500)	(2,290)	(5,500)	(3,210)
	Infrastructure - Other		590		(553,081)	(553,081)	(230,840)	(107,728)	123,112
					0	0	0	0	0
					0	0	0	0	0
					0	0	0	0	0
					(4,628,055)	(4,628,055)	(1,950,614)	(1,138,480)	812,134

SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024

FINANCING ACTIVITIES
NOTE 9
LOAN DEBENTURE BORROWINGS AND FINANCING

(a) Information on Loan Debenture Borrowings

Particulars/Purpose	01 Jul 2024	New Loans			Principal Repayments			Principal Outstanding			Interest & Guarantee Fee Repayments		
		Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Transport													
Loan 118 - Depot Building	192,389	0	0	0	0	52,911	52,911	192,389	139,477	139,477	2,177	5,450	5,450
Loan 119 - Park Cottages	85,229	0	0	0	33,722	14,987	14,987	51,508	70,243	70,243	230	1,206	1,206
	277,618	0	0	0	33,722	67,898	67,898	243,896	209,720	209,720	2,407	6,656	6,656
Total	277,618	0	0	0	33,722	67,898	67,898	243,896	209,720	209,720	2,407.00	6,656	6,656
Current loan borrowings	67,898							34,176					
Non-current loan borrowings	209,720							209,720					
	277,618							243,896					

All debenture repayments were financed by general purpose revenue.

(b) Information on Financing

Particulars/Purpose	01 Jul 2024	New Financing			Lease Financing Principal Repayments			Lease Financing Principal Outstanding			Lease Financing Interest Repayments		
		Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Law, Order & Public Safety													
Lease 2 - CESM Vehicle	0	0	0	0	0	17,555	17,555	0	(17,555)	-17,555	0	0	0
Economic Services													
Matrix Cardio Equipment	31,692	0	0	0	5,457	12,370	12,370	26,235	19,322	19,322	728	1,324	1,324
Other Property & Services													
Lease 3 - Canon Photocopier	0	0	0	0	0	0	0	0	0	0	0	0	0
	31,692	0	0	0	5,457	29,925	29,925	26,235	1,767	1,767	728	1,324	1,324
Total	31,692	0	0	0	5,457	29,925	29,925	26,235	1,767	1,767	728	1,324	1,324
Current financing borrowings	11,047							5,589					
Non-current financing borrowings	20,646							20,646					
	31,693							26,235					

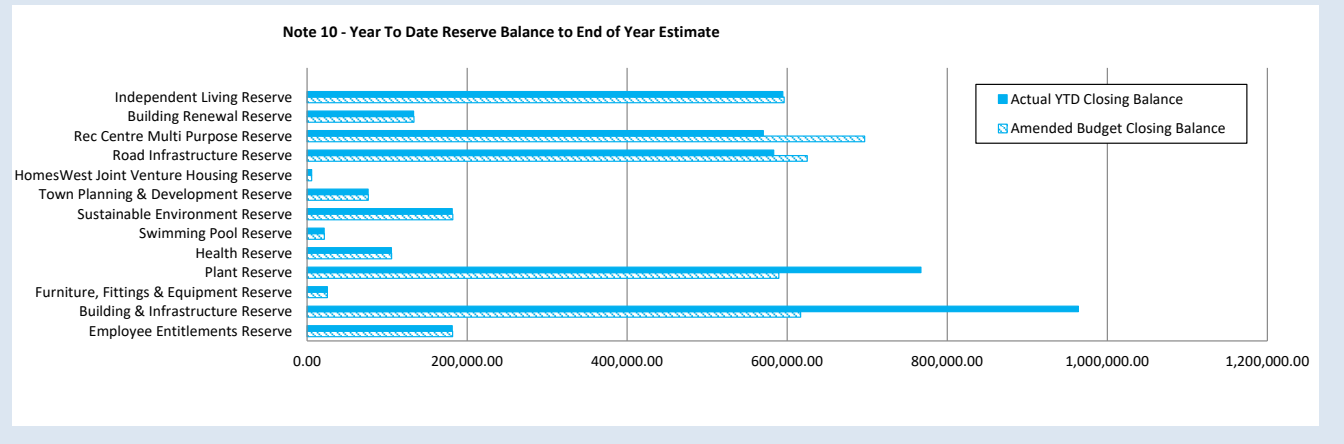
SHIRE OF QUAIRADING
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 30 NOVEMBER 2024

OPERATING ACTIVITIES
 NOTE 10
 CASH BACKED RESEVES

Cash Backed Reserve

Reserve Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Employee Entitlements Reserve	177,148.64	4,739.00	4,203.22	0.00	0.00	0.00	0.00	181,887.64	181,351.86
Building & Infrastructure Reserve	941,595.30	25,191.00	22,341.16	0.00	0.00	(350,000.00)	0.00	616,786.30	963,936.46
Furniture, Fittings & Equipment Reserve	24,719.78	661.00	586.09	0.00	0.00	0.00	0.00	25,380.78	25,305.87
Plant Reserve	749,430.27	20,050.00	17,781.28	0.00	0.00	(180,000.00)	0.00	589,480.27	767,211.55
Health Reserve	102,974.01	2,755.00	2,443.27	0.00	0.00	0.00	0.00	105,729.01	105,417.28
Swimming Pool Reserve	20,970.35	561.00	497.56	0.00	0.00	0.00	0.00	21,531.35	21,467.91
Sustainable Environment Reserve	177,262.39	4,742.00	4,205.91	0.00	0.00	0.00	0.00	182,004.39	181,468.30
Town Planning & Development Reserve	74,508.35	1,993.00	1,767.87	0.00	0.00	0.00	0.00	76,501.35	76,276.22
HomesWest Joint Venture Housing Reserve	5,610.09	150.00	133.11	0.00	0.00	0.00	0.00	5,760.09	5,743.20
Road Infrastructure Reserve	569,730.93	15,242.00	13,518.04	40,000.00	0.00	0.00	0.00	624,972.93	583,248.97
Rec Centre Multi Purpose Reserve	556,992.15	14,901.00	13,215.79	125,000.00	0.00	0.00	0.00	696,893.15	570,207.94
Building Renewal Reserve	130,029.96	3,479.00	3,085.23	0.00	0.00	0.00	0.00	133,508.96	133,115.19
Independent Living Reserve	580,666.81	15,536.00	13,777.51	0.00	0.00	0.00	0.00	596,202.81	594,444.32
	4,111,639.03	110,000.00	97,556.04	165,000.00	0.00	(530,000.00)	0.00	3,856,639.03	4,209,195.07

KEY INFORMATION



SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

Other Current Liabilities	Note	Opening Balance 1 Jul 2024	Liability Increase	Liability Reduction	Closing Balance 30 Nov 2024
		\$	\$	\$	\$
Other Liabilities					
- Contract Liabilities	12	68,952	12,000	(63,780)	17,172
- Capital Grant/Contribution Liabilities	13	169,695	311,786	(121,583)	359,898
Total Other liabilities		238,647	323,786	(185,363)	377,071
Less non-current unspent grants, contributions and reimbursements		0	0	0	0
Total current unspent grants, contributions and reimbursements		238,647	323,786	(185,363)	377,071
Employee Related Provisions					
Annual leave		120,960	0	0	120,960
Long service leave		33,441	0	0	33,441
Annual leave oncosts		17,260	0	0	17,260
Long service leave oncosts		4,424	0	0	4,424
Total Provisions		176,085	0	0	176,085
Total Other Current Liabilities					553,155
Amounts shown above include GST (where applicable)					

KEY INFORMATION

PROVISIONS

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

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

EMPLOYEE BENEFITS

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

CONTRACT LIABILITIES

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

**SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

**NOTE 12
GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Provider	Grant, Subsidies and Contributions Liability					Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2024	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Nov 2024	Current Liability 30 Nov 2024	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$	\$
General purpose funding									
Grants Commission - General/Roads (WALGGC)	0	0	0	0	0	202,474	202,474	202,473	103,874
Grants Commission - Roads (WALGGC)	0	0	0	0	0	101,618	101,618	101,617	34,147
Law, order, public safety									
DFES Grant - Operating Bush Fire Brigade Mitigation Activity Fund Grant Program - Round 2	0	0	0	0	0	44,725	44,725	14,759	22,095
	67,500	0	(63,780)	3,720	3,720	67,500	67,500	28,110	63,780
Education and welfare									
Youth Week Grant	1,257	0	0	1,257	1,257	0	0	0	0
Recreation and culture									
Grant - Toddler Learn to Swim	0	0	0	0	0	2,500	2,500	0	0
NAIDOC Week Grant	0	0	0	0	0	1,350	1,350	0	0
Volunteering WA Grant	195	0	0	195	195	0	0	0	0
Transport									
Direct Grant (MRWA)	0	0	0	0	0	180,708	180,708	180,708	213,884
	68,952	12,000	(63,780)	17,172	18,172	600,874	600,874	527,667	437,779
Contributions									
TOTALS	68,952	12,000	(63,780)	17,172	18,172	600,874	600,874	527,667	437,779

**SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

NOTE 13

CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital Grants, Subsidies and Contributions Liability					Capital Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2024	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Nov 2024	Current Liability 30 Nov 2024	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Law, order, public safety									
South Caroling Water Tank	0	0	0	0	0	4,219	4,219	4,219	0
Solar Electronic Fire Danger Signs (Capital) - DRF Funded	0	0	0	0	0	15,000	15,000	15,000	0
Community amenities									
Electric Car Charging Station (Capital)	0	6,600	0	6,600	6,600	6,926	6,926	2,880	0
Recreation and culture									
LRCI Grant Phase 3 - Construction Hall Carpark	0	0	0	0	0	0	0	0	(13,171)
LRCI Grant Phase 4 - Greater Sports Ground - Multi Use Courts	0	0	0	0	236,009	393,347	393,347	163,900	0
LRCIP Grant Phase 3 - Community Park	0	0	0	0	0	0	0	0	(11,562)
CBH grant - Multi Use Courts Resurfacing	7,500	0	0	7,500	7,500	0	0	0	0
Greater Sports Ground (Gsc) - Netball/Basketball Courts (Csrff Funded) - Income	0	0	0	0	0	125,000	125,000	0	0
Transport									
R2R Grant - Dangin Terrace (R2R)	0	0	0	0	0	96,875	96,875	40,360	0
R2R Grant - Walker Street (R2R)	0	0	0	0	0	60,000	60,000	25,000	0
R2R Grant - Subbine Rd, Cubbine (R2R)	0	0	0	0	0	81,138	81,138	33,815	0
R2R Grant - Kellerberrin-Yoting Rd (R2R)	0	0	0	0	0	90,000	90,000	37,500	0
R2R Grant - Quairading Corrigin Road (R2R)	0	0	0	0	0	138,912	138,912	57,880	0
R2R Grant - Hayes Road (R2R)	0	0	0	0	0	80,000	80,000	33,330	0
R2R Grant - Andrews Road (R2R)	0	0	0	0	0	80,554	80,554	0	0
RRG Grant - Quairading - Corrigin Road 21/22	74,639	0	0	74,639	74,639	0	0	0	0
RRG Grant - Quairading - Corrigin Road 22/23	58,159	0	0	58,159	58,159	0	0	0	0
RRG Grant - Quairading - Corrigin Road 23/24	0	92,006	(92,006)	0	0	92,006	92,006	0	92,006
RRG Grant - Bulyee - Quairading Road 24/25	0	147,955	(9,202)	138,753	138,753	369,888	369,888	0	9,202
RRG Grant - Old Beverley East Road 24/25	0	65,225	(8,987)	56,238	56,238	163,063	163,063	0	8,987
LRCIP Grant Phase 3 - Mt Stirling Rd Resheet	0	0	0	0	0	0	0	0	(3,875)
LRCIP Grant Phase 4 - Old Beverley East Road	0	0	0	0	123,758	226,889	226,889	94,535	0
WSFN Grant - Dangin - Mears Development Funds	29,398	0	(11,387)	18,010	18,010	24,752	24,752	12,376	11,387
	169,695	311,786	(121,583)	359,898	719,666	2,048,569	2,048,569	520,795	92,976
Capital Contributions									
Contribution towards Community Car Replacement	0	0	0	0	0	17,812	17,812	17,812	0
	0	0	0	0	0	17,812	17,812	17,812	0
Total capital grants, subsidies and contributions	169,695	311,786	(121,583)	359,898	719,666	2,066,381	2,066,381	538,607	92,976

**SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

**NOTE 14
BONDS & DEPOSITS AND TRUST FUNDS**

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

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

Description	Opening Balance 01 Jul 2024	Amount Received	Amount Paid	Closing Balance 30 Nov 2024
		\$	\$	\$
Restricted Cash - Bonds and Deposits				
Building Services Levy (BSL)	2,581.57	389.91	(2,849.98)	121.50
Construction Training Fund (CTF)	588.53	0.00	0.00	588.53
Councillor Nomination Fee	0.00	0.00	0.00	0.00
Key, Hall & Equipment Bonds	4,458.55	7,205.00	(4,600.00)	7,063.55
Unclaimed Monies	1,152.50	0.00	0.00	1,152.50
Department of Transport Licensing	(4,784.19)	207,420.20	(207,021.55)	(4,385.54)
TransWA	0.00	0.00	0.00	0.00
Other Bonds & Deposits/Cuneata Rise	39,887.30	19,201.00	(31,400.00)	27,688.30
Caravan Park Cabin Bonds	0.00	0.00	0.00	0.00
Community Bus Bonds	541.30	0.00	0.00	541.30
Rental Bonds	6,966.00	1,696.00	(4,736.00)	3,926.00
Animal Trap Bonds	0.00	0.00	0.00	0.00
Sub-Total	51,391.56	235,912.11	(250,607.53)	36,696.14
Trust Funds				
Nil	0.00	0.00	0.00	0.00
Sub-Total	0.00	0.00	0.00	0.00
	51,391.56	235,912.11	(250,607.53)	36,696.14

KEY INFORMATION

SHIRE OF QUAIRADING

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024

NOTE 15
EXPLANATION OF SIGNIFICANT VARIANCES

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

The material variance adopted by Council for the 2024/25 year is \$10,000 and 10%.

Favourable Variance. ▲
Unfavourable Variance. ▼

Community Amenities	Var. \$	Var. %	Var. ▲ ▼	Significant Var. S	Timing/ Permanent	Explanation of Variance
Revenue from operating activities						
General Purpose Funding - Other	(166,727)	(44%)	▼	S	Timing	Quarter 1 and Quarter received - Qtr 3 and 4 to be received
Law, Order and Public Safety	(21,135)	(16%)	▼	S	Timing	Negative variance a combination of CESM/BRMP reimbursement not being received and positive Mitigation Activity Fund Grant being received earlier than budgeted.
Education and Welfare	19,244	64%	▲	S	Timing	
Community Amenities	70,520	72%	▲	S		Timing of budget allocation for Domestic Refuse Collection Charges.
Transport	28,555	12%	▲	S	Timing	
Other Property and Services	62,623	285%	▲	S	Permanent	
Expenditure from operating activities						
Governance	39,187	12%	▲	S	Timing	
Law, Order and Public Safety	(36,511)	(15%)	▼	S	Timing	Significant spend on Fire Truck Servicing
Education and Welfare	48,498	31%	▲	S	Timing	
Housing	26,451	25%	▲	S	Timing	
Community Amenities	204,353	43%	▲	S	Timing	
Recreation and Culture	184,284	35%	▲	S	Timing	
Transport	897,391	62%	▲	S	Timing	Road Construction still to be completed
Economic Services	131,499	32%	▲	S	Timing	
Other Property and Services	116,534	117%	▲	S	Timing	
INVESTING ACTIVITIES						
Capital Grants, Subsidies and Contributions	(445,631)	(83%)	▼	S	Timing	Grant funding still to be received
Proceeds from Disposal of Assets	(246,074)	(60%)	▼	S	Timing	Not all purchases have been made, further disposals expected
Land and Buildings	204,825	59%	▲	S	Timing	Work not yet completed
Plant and Equipment	73,305		▲	S	Timing	Items not yet purchased
Infrastructure Assets - Roads	428,586	58%	▲	S	Timing	Projects not yet completed, see capital Works Note 8.
Infrastructure Assets - Other	123,112	53%	▲	S	Timing	Projects not yet completed, see capital Works Note 8.

SHIRE OF QUAIRADING - ANNUAL BUDGET REVIEW
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 30 NOVEMBER 2024

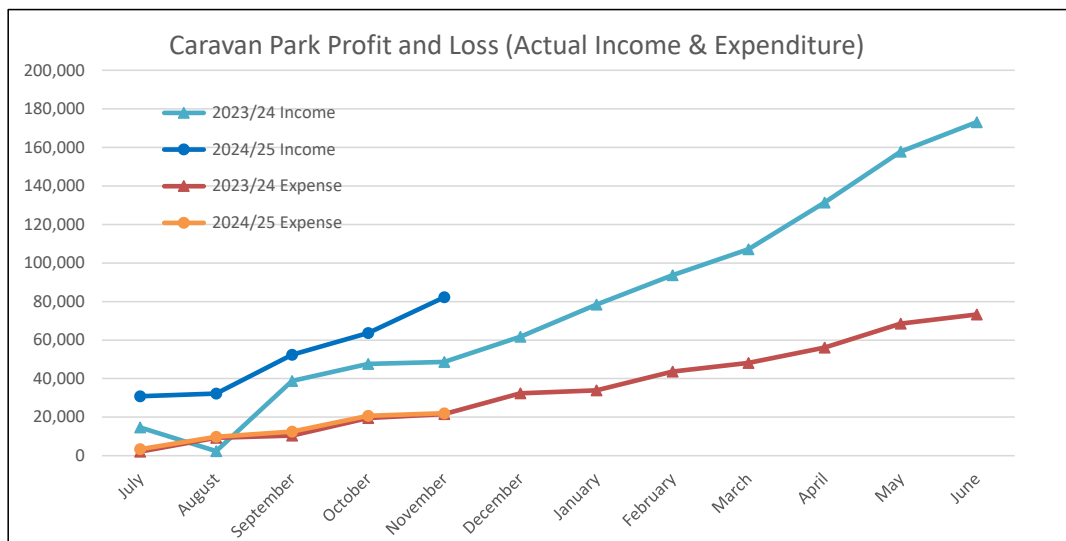
NOTE 16
BUDGET AMENDMENTS

GL Code	IE Code	Job #	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			Budget Adoption		Closing Surplus/(Deficit)	\$	\$ 24,534	\$	\$ 24,534
			Following EOY Adjustments		Opening Surplus/(Deficit)		22,453		
						0	46,987	0	46,987
KEY INFORMATION									

**SHIRE OF QUAIRADING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

**NOTE 17
CARAVAN PARK**

Caravan Park Profit and Loss	YTD Bookings	YTD Actual	YTD Budget (Amended)	Annual Budget (Original)	Annual Budget (Amended)	Annual (Amd) Var %
INCOME						
Caravan Park Charges	232	\$ 20,759.32	\$ 24,990.00	\$ 60,000.00	\$ 60,000.00	35%
Cabin and Unit Charges	319	\$ 61,313.92	\$ 54,145.00	\$ 130,000.00	\$ 130,000.00	47%
Fees, Charges & Reimbursements		\$ 136.38	\$ -	\$ -	\$ -	0%
TOTAL INCOME	551	\$ 82,209.62	\$ 79,135.00	\$ 190,000.00	\$ 190,000.00	43%
EXPENDITURE						
Caravan Park						
Salaries & Wages		\$ -	\$ 6,655.00	\$ 15,990.00	\$ 15,990.00	0%
Materials & Contracts		\$ 3,010.57	\$ 4,840.00	\$ 11,640.00	\$ 11,640.00	26%
Utilities & Insurance		\$ 2,989.06	\$ 5,695.00	\$ 13,700.00	\$ 13,700.00	22%
Caravan Park Total		\$ 5,999.63	\$ 17,190.00	\$ 41,330.00	\$ 41,330.00	15%
Cabins (3x 2 bedroom Cabins)						
Salaries & Wages		\$ -	\$ 9,570.00	\$ 23,025.00	\$ 23,025.00	0%
Materials & Contracts		\$ -	\$ 1,050.00	\$ 2,532.00	\$ 2,532.00	0%
Utilities & Insurance		\$ 5,361.94	\$ 4,549.00	\$ 10,757.00	\$ 10,757.00	50%
Cabins Total		\$ 5,361.94	\$ 15,169.00	\$ 36,314.00	\$ 36,314.00	15%
Caretaker Reception						
Salaries & Wages		\$ 6,481.98	\$ 3,995.00	\$ 9,594.00	\$ 9,594.00	68%
Materials & Contracts		\$ 275.87	\$ 370.00	\$ 892.00	\$ 892.00	31%
Utilities & Insurance		\$ 2,363.89	\$ 2,822.00	\$ 6,667.00	\$ 6,667.00	35%
Caretaker Reception Total		\$ 9,121.74	\$ 7,187.00	\$ 17,153.00	\$ 17,153.00	53%
Units (4x 1 bedroom units)						
Salaries & Wages		\$ 57.05	\$ 3,455.00	\$ 8,315.00	\$ 8,315.00	1%
Materials & Contracts		\$ -	\$ 350.00	\$ 844.00	\$ 844.00	0%
Utilities & Insurance		\$ 1,498.84	\$ 484.00	\$ 1,109.00	\$ 1,109.00	135%
Units Total		\$ 1,555.89	\$ 4,289.00	\$ 10,268.00	\$ 10,268.00	15%
TOTAL EXPENDITURE		\$ 22,039.20	\$ 43,835.00	\$ 105,065.00	\$ 105,065.00	21%
Closing Funding Surplus(Deficit)		\$ 60,170.42	\$ 35,300.00		\$ 84,935.00	71%



ITEM 12 MATTERS FOR CONSIDERATION – GOVERNANCE & ADMINISTRATION**12.1 31 Dall Street Rent Reduction**

Responsible Officer	Natalie Ness, Chief Executive Officer
Reporting Officer	Natalie Ness, Chief Executive Officer
Attachments	Nil
Voting Requirements	Absolute Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council

1. Reduce the weekly rent amount for 31 Dall Street from \$325.00 to \$275.00 for the Quairading Pharmacy from 16 December 2024 to 30 June 2025.
 2. Charge Quairading Pharmacy the Housing Bond of \$1,100.00 equal to four weeks rent at \$275.00 per week.
-

IN BRIEF

The Quairading Pharmacy will have a new Pharmacist managing the business from 16 December 2024. A request from Quairading Pharmacy has been received for the rental of 31 Dall Street, Quairading, at a rent reduction from the listed weekly rental in the 2024-2025 Schedule of Fees and charges rate of \$325.00 *(or as by Agreement).

MATTER FOR CONSIDERATION

For Council to reduce the weekly rent of 31 Dall Street, Quairading to \$275.00 for Quairading Pharmacy, for the period 16 December 2024 to 30 June 2025, for a total rental of \$7,700.00 for the nominated period, and charge Quairading Pharmacy a \$1,100.00 Housing Bond equal to four weeks rent at \$275.00 per week.

BACKGROUND

The current Quairading Pharmacist Mr Ej Cheung has managed the Pharmacy business for the past 10 years. Mr Cheung currently resides in a 1-bedroom Shire of Quairading unit located at 1/41 Gillet Street, Quairading. Mr Cheung has decided to relocate to Perth at the end of December 2024.

The business is recruiting a new Pharmacist who will be female and relocating to Quairading in December 2024. The Gillet Street unit that Mr Cheung currently resides in is considered not appropriate by Quairading Pharmacy for the new Pharmacist to reside in, given issues with the tenants of the neighbouring unit.

31 Dall Street, Quairading, is included in the Quairading Medical Practice (QMP) contract for the use of the Practice Nurse and is currently vacant. The current QMP Practice Nurse resides in Beverley and drives in and out of Quairading daily, so currently has no use for the property.

Mr Cheung met with Dr Jack on the 18th November 2024 to discuss the possibility of Quairading Pharmacy renting the property in order to attract and retain a new Pharmacist for Quairading.

Dr Jack confirmed on the 21st November 2024 that the Shire can offer 31 Dall Street to Quairading Pharmacy for a rental period from 16 December 2024 to 30 June 2025.

Mr Cheung has requested a rental reduction of \$275.00 per week in support of attracting and retaining a Pharmacist in Quairading.

Currently, the Shire of Quairading's 2024-2025 Schedule of Fees & Charges outline the following fee for 31 Dall Street:

- \$325.00 per week rent *(or as by Agreement)
- Bond payable in advance equal to 4 weeks rent amount

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Schedule of Fees & Charges

FINANCIAL IMPLICATIONS

The 2024/2025 Schedule of Fees and Charges lists a weekly rent of \$325.00 for 31 Dall Street, Quairading. A reduction in the amount charged would mean a reduction in income for Council:

1. 28 weeks at \$325.00 for a total revenue of \$9,100.00
2. 28 weeks at \$275.00 for a total revenue of \$7,700.00
3. Total variance of \$1,400.00
4. Additionally the Shire of Quairading will be required to furnish the house at a cost of \$10,000.00. This amount is budgeted in the 2024-2025 Annual budget for the Quairading Medical Practice (QMP) taking possession of the property for the QMP Practice Nurse.

ALIGNMENT WITH STRATEGIC PRIORITIES

- 2.1 Economy:** Promote the Economic and Business Growth Strategy for current businesses and the sustainable attraction of new industry (Small Business Friendly Local Government and Action Plan)
- 5.2 Governance & Leadership:** Forward planning and implementation of plans to determine Strategic Plan and service levels
- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community

CONSULTATION

Mr Ej Cheung met with the CEO and EMCS on 20th November 2025 to discuss the rent reduction proposal.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

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

2.2 Community Health and Safety Risks: Healthcare Service Stability

RISK ASSESSMENT

	Option 1
Financial	<p>Low</p> <p><i>A reduction of \$1,400.00 in rent is a minimal loss in revenue for Council given 31 Dall Street is in the Quairading Medical Practice contract free of rent payments for the nominated rental period.</i></p> <p><i>The Shire of Quairading will make a \$7,700.00 profit from the proposed rental agreement.</i></p> <p><i>The Shire of Quairading will need to spend \$10,000.00 to furnish the property. This amount is budgeted for in the 2024-2025 Annual Budget.</i></p>
Health	<p>High</p> <p><i>Having a residing Pharmacist in Quairading is crucial for residents and the Quairading Medical Practice and future health sustainability of the Quairading community.</i></p>
Reputation	<p>High</p> <p><i>Council is tasked with supporting business growth in the local community. The risk associated with not having a Pharmacy in town would be detrimental to the community and force residents to shop in neighbouring towns to fulfil their pharmaceutical and gift purchase needs.</i></p>
Operations	<p>Low</p> <p><i>Property management is currently in the remit of Shire Officers.</i></p>
Natural Environment	<p>Nil</p>

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


COMMENT

Nil.

12.2 Temporary Employment or Appointment of CEO Policy Review

Responsible Officer Natalie Ness, Chief Executive Officer

Reporting Officer Marion Haeusler, Executive Officer

Attachments 1. Temporary Employment or Appointment of CEO Policy - Draft [↓](#) 

Voting Requirements Absolute Majority

Disclosure of Interest Reporting Officer: Nil

Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council adopt by absolute majority the reviewed Temporary Employment or Appointment of CEO Policy.

IN BRIEF

In accordance with section 5.39C of the *Local Government Act 1995*, Council must have a policy that sets out the process to be followed in relation to the employment or appointment of a person as the Chief Executive Officer (CEO) or of a person acting in the role of CEO for a period no longer than 12 months.

The Temporary Employment or Appointment of CEO Policy was last reviewed by Council in April 2023.

Officers have made changes to the minimum length of time for the appointment of an Acting CEO under section 2.3 and added sub-section 2.3.1 (Attachment 1).

MATTER FOR CONSIDERATION

Appointing a Senior Officer in the role of Acting CEO is an action the CEO can take to ensure that the regular service provision of the Council remains uninterrupted during a CEO's planned or unplanned absence in the short term. It is for Council to consider that the sub-delegations from CEO to Executive Managers in the Shire of Quairading Delegations Register, as endorsed by Council, are comprehensive to the point where regular service provision of the Council can be expected to be unaffected by a planned or unplanned absence of the CEO for the duration of no more than one week, or five business days.

Furthermore, Council may consider that the annual Christmas Closure Period of the Shire Administration and Works Depot, endorsed by Council, as well as any Public Holidays be exempt from any consideration towards the total length of the CEO's absence. Advertising the Christmas Closure Period to the Quairading community through multiple channels reinforces the understanding and expectation of the community that no business will be conducted for that time. This is also routinely understood for Public Holidays.

BACKGROUND

It is a statutory requirement under the *Local Government Act 1995* section 5.39C and the *Local Government (Administration) Amendment Regulations 2021 (CEO Standards Regulations)* that Council have a Policy relating to the Temporary Employment or Appointment of the CEO.

The CEO will ensure that during any leave period that does not require the appointment of an Acting CEO, Executive Managers are well informed and prepared for any event that may arise in the CEO's absence.

The Executive Management Team of the Shire of Quairading already has processes in place by which Executive Managers are regularly updated on the progress and demands of current and future projects. With this information and the relevant delegations in place, Executive Managers are well equipped to make and execute administrative decisions in the CEO's absence.

The adoption of the reviewed policy will ensure compliance with the relevant sections of the *Local Government Act 1995* and provide clear direction on temporary arrangements for CEO employment.

STATUTORY ENVIRONMENT*Local Government Act 1995*

5.36. Local government employees

- (2) A person is not to be employed in the position of CEO unless the council —
 - (a) Believes that the person is suitably qualified for the position; and
 - (b) Is satisfied* with the provisions of the proposed employment contract.

** Absolute majority required.*

5.37. Senior employees

- (1) A local government may designate employees or persons belonging to a class of employee to be senior employees.
- (2) The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.

5.39. Contracts for CEO and senior employees

- (1) Subject to subsection (1a), the employment of a person who is a CEO or a senior employee is to be governed by a written contract in accordance with this section.

(1a) Despite subsection (1) —

- (a) An employee may act in the position of a CEO or a senior employee for a term not exceeding one year without a written contract for the position in which he or she is acting;

5.39C. Policy for temporary employment or appointment of CEO

- (1) A local government must prepare and adopt* a policy that sets out the process to be followed by the local government in relation to the following —
 - (a) The employment of a person in the position of CEO for a term not exceeding 1 year;

- (b) The appointment of an employee to act in the position of CEO for a term not exceeding 1 year.

** Absolute majority required.*

- (2) A local government may amend* the policy.

** Absolute majority required.*

- (3) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
- (4) The CEO must publish an up-to-date version of the policy on the local government's official website.

[Section 5.39C inserted: No. 16 of 2019 s]

Local Government (Administration) Amendment Regulations 2021 (CEO Standards Regulations)

POLICY IMPLICATIONS

Temporary Employment or Appointment of CEO Policy

FINANCIAL IMPLICATIONS

Council budgets for higher duties to be paid should an Executive Manager be selected to act in the CEO position for known short periods of leave being taken by the CEO.

In the case of longer periods of leave, an experienced local government practitioner can be employed to undertake the Acting CEO's position.

There are financial implications if the CEO's leave is unforeseen (i.e. unexpected serious illness) when existing executive staff resources do not allow an officer to undertake "higher duties" for a longer period.

ALIGNMENT WITH STRATEGIC PRIORITIES

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

5.4 Governance & Leadership: Implement systems and processes that meet legislative and audit obligations

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

3.3 Governance, Financial and Compliance Risks: Organisational Misconduct

RISK ASSESSMENT

	Option 1
Financial	Medium <i>In the event that the CEO's leave is unforeseen there could be significant financial implications of paying an Executive Manager at a "higher duties" wage.</i>
Health	N/A
Reputation	Low <i>It is a statutory requirement to have a Temporary Employment or Appointment of CEO Policy.</i>
Operations	Low <i>This Policy is to be reviewed every two years.</i>
Natural Environment	N/A

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

COMMENT

Nil.



TEMPORARY EMPLOYMENT OR APPOINTMENT OF CEO POLICY

OBJECTIVE

To establish a policy, in accordance with Section 5.39C of the *Local Government Act 1995* ('the Act'), that details the Shire of Quairading's processes for appointing an Acting or Temporary Chief Executive Officer (CEO) for periods of less than 12 months of planned or unplanned leave or an interim vacancy in the substantive office.

SCOPE

This policy applies to the statutory position of Chief Executive Officer (CEO) of the Shire of Quairading.

DEFINITIONS

Acting CEO means a person employed or appointed to fulfil the statutory position of CEO during a period where the substantive CEO remains employed but is on planned or unplanned leave.

Temporary CEO means a person employed or appointed to fulfil the statutory position of CEO for the period of time between the end of the substantive CEO's employment and the appointment and commencement of a newly appointed substantive CEO.

POLICY

1 Acting and temporary CEO requirements and qualifications

- 1.1 When the CEO is on planned or unplanned leave, or the CEO's employment with the Local Government has ended, an Acting or Temporary CEO is to be appointed in accordance with this Policy to fulfil the functions of CEO as detailed in Section 5.41 of the *Local Government Act 1995*, and other duties as set out in the Act and associated Regulations.
- 1.2 Through this policy and in accordance with section 5.36(2)(a) of the Act, the Council determines that employees appointed to the substantive position(s) of Executive Manager, Corporate Services, Executive Manager of Works & Services and Executive Manager of Economic Development are considered suitably qualified to perform the role of Acting or Temporary CEO.
- 1.3 A person appointed to act in the position of the Executive Manager, Corporate Services, Executive Manager of Works & Services or Executive Manager, Economic Development is not included in the determination set out in Clause 2.3

2 Appoint Acting CEO – Planned and unplanned leave for periods of up to six weeks

- 2.1 The CEO is authorised to appoint the Executive Manager, Corporate Services, Executive Manager, Works & Service or Executive Manager, Economic Development in writing as Acting CEO, where the CEO is on planned or unplanned leave for periods not exceeding six weeks. The selection will be subject to the Executive Manager's performance and availability and operational requirements. The intent is to ensure equitable access to the professional development opportunity.

TEMPORARY EMPLOYMENT OR APPOINTMENT OF CEO POLICY



- 2.2 All Executive Managers will be given the opportunity to Act on a rotational basis. The Executive Manager is not compelled to accept the Acting position. If the offer is rejected, the offer is extended to the next Executive Manager in line.
- 2.3 The CEO must appoint an Acting CEO for any leave periods greater than one week or five business days, and less than six weeks.
 - 2.3.1 For the purpose of calculating the length of the CEO's leave for an appointment made under 2.3, the annual Council-endorsed Christmas Closure Period of the Quairading Shire Administration Building and Works Depot shall be excluded from consideration.
- 2.4 The CEO is to immediately advise all Council Members when and for what period of time the selected Executive Manager is appointed as Acting CEO.
- 2.5 If the CEO is unavailable or unable to make the decision to appoint an Acting CEO in accordance with 1.2, then Council may select the Executive Manager.
- 2.6 Council may, by resolution, extend an Acting CEO period under subclause 2.3 beyond six weeks if the substantive CEO remains unavailable or unable to perform their functions and duties.

3 Appoint Acting CEO for extended leave periods greater than 6 weeks but less than 12 months

- 3.1 This clause applies to the following periods of extended leave:
 - 3.1.1 Substantive CEO's extended planned leave which may include accumulated annual leave, long service leave or personal leave; and
 - 3.1.2 Substantive CEO's extended unplanned leave which may include any disruption to the substantive CEO's ability to continuously perform their functions and duties.
- 3.2 The Council will, by resolution, appoint an Acting CEO for periods greater than six weeks but less than 12 months, as follows:
 - 3.2.1 Appoint one employee, or multiple employees for separate defined periods, as Acting CEO to ensure the CEO position is filled continuously for the period of extended leave; or
 - 3.2.2 Conduct an external recruitment process in accordance with clause 4.1.3.

4 Appoint Temporary CEO – Substantive Vacancy

- 4.1 In the event that the substantive CEO's employment with the Shire of Quairading is ending, the Council when determining to appoint a Temporary CEO may either:
 - 4.1.1 By resolution, appoint the Executive Manager, Corporate Services, Executive Manager, Works & Services or Executive Manager, Economic Development as the Temporary CEO for the period of time until the substantive CEO has been recruited and commences their employment with the Local Government; or
 - 4.1.2 By resolution, appoint Executive Manager, Corporate Services, Executive Manager, Works & Services or Executive Manager, Economic Development as the interim Temporary CEO for the period of time until an external recruitment process for a Temporary CEO can be completed; or



TEMPORARY EMPLOYMENT OR APPOINTMENT OF CEO POLICY

- 4.1.3 Following an external recruitment process in accordance with the principles of merit and equity prescribed in section 5.40 of the Act, appoint a Temporary CEO for the period of time until the substantive CEO has been recruited and commences employment with the Local Government.
- 4.2 The President will liaise with the selected Executive Manager to coordinate Council reports and resolutions necessary to facilitate a Temporary CEO appointment.
- 4.3 The President is authorised to execute in writing the appointment of a Temporary CEO in accordance with Councils resolution/s, with administrative assistance from Executive Management or the Executive Officer.

5 Remuneration and conditions of Acting or Temporary CEO

- 5.1 Unless Council otherwise resolves, an employee appointed as Acting CEO shall be remunerated at 100% of the cash component only of the substantive CEO’s total reward package.
- 5.2 Council will determine by resolution, the remuneration and benefits to be offered to a Temporary CEO when entering into a contract in accordance with the requirements of Sections 5.39(1) and (2)(a) of the Act.
- 5.3 Subject to relevant advice, the Council retains the right to terminate or change, by resolution, any Acting or Temporary CEO appointment.

GUIDELINES

Local Government Act 1995

STATUTORY ENVIRONMENT

Local Government Act 1995

Record of Policy Review						
Version	Author	Council Adoption	Resolution	Reason for Review	Next Review Date	CEO Signature
01	Graeme Fardon	29/04/21	166-20/21	New legislation		
02	Nicole Gibbs	29/09/22	63 - 22/23	Biennial Review	Sept 24	
03	Nicole Gibbs	27/4/23	217 - 22/23	Change of staff	April 25	
04	Natalie Ness			Minor Amendment	Dec 26	

12.3 Community Grants Program 2024/25, Round 1 - Quairading Early Years Network.

Responsible Officer Jen Green, Executive Manager, Economic Development

Reporting Officer Chloe Nella, Special Projects Officer

Attachments 1. Community Grant Assesment Sheet (confidential)
2. Quairading Early Years Network - Application (confidential)

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil
Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council approve the Quairading Early Years Network’s Community Grants application to the value of \$2,500.00.

IN BRIEF

- The Community Grants Policy was reviewed, updated, and endorsed by Council in June 2023.
- Five applications were received for round 1 to the value of \$11,250.00
- Details of Quairading Early Years Network application have been provided for consideration and recommendation to Council.
- This application was evaluated based on criteria in the Community Grants Policy.

BACKGROUND

Council’s Annual Community Grants Program is a strategic tool for capacity building, supporting innovation and addressing community need in line with the Council and Community vision.

Funding is available to assist community groups in establishing and or continuing a service of activity seen as a need for the betterment of and improvement to the enjoyment of life within the community.

Round 1 opened on the 1st October and closed on 30th November. In total, the Shire received five community grants applications to a value of \$11,250.00. Details of applications are below:

Applicant	Amount
Quairading Early Years Network	\$2,500.00
Quairading Bridge Club	\$250.00
Quairading Football and Netball Club	\$1,800.00
Quairading Rainmakers	\$4,200.00
Quairading DHS P&C	\$2,500.00
Grand Total	\$11,250.00

The Shire has allocated \$37,845.00 towards community grants in the 2024-25 budget. Currently the Shire has supported five community groups with in-kind grants (under CEO delegation) totalling to a value of \$1,711.35. These applications are:

Applicant (In-kind grants)	Description	Amount
Quairading Bowling Club	Community bus hire	\$500.00
Quairading District High School	Town hall hire	\$400.00
Quairading Play Group	Pool hire	\$409.08
Quairading Curtain Raisers	Town hall hire	\$300.00
Quairading Aquatic Club	Pool hire	\$102.27
Grand Total		\$1,711.35

This application by Quairading Early Years Network is for the Paint Quairading REaD Literacy Project and Quairading Sensory Education Tent. Paint the Town REaD is an early literacy community scheme that encourages the whole community to read, talk, sing and rhyme with children. There are two key features of the Quairading Paint the Town REaD program:

1. An annual Community Reading Day engaging the whole community where young children are read to in their local shops by shop staff, local celebrities and local High School students and volunteers
2. Year-round activities encouraging the local community to think smarter about how to include early literacy in all aspects of their life and work – from a sensory ready tent at local community events to branded promotional merchandise encouraging families to read with their children daily.

The Town REaD program focuses on collaboration and community building with the emphasis on the simple message of ‘read to your children’ getting into every home. The Quairading Paint the Town REaD program has the potential to be a long-term project once established in the community and the ripple effect of increased school ready-ness, attendance, academic growth will benefit every child growing up in Quairading.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Community Grants Policy

FINANCIAL IMPLICATIONS

Nil – 2024-25 Financial year

ALIGNMENT WITH STRATEGIC PRIORITIES

- 1.4 Community:** Support local volunteer organisations through initiatives that reduce volunteer fatigue and strengthen their resilience
- 1.2 Community:** Provide social and cultural activities for all members of the community

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Nil

RISK ASSESSMENT

	Option 1
Financial	Low <i>Funds for the Community Grants are allocated within the approved budget.</i>
Health	N/A
Reputation	High <i>Council is supporting Community Groups to provide valuable activities and social events for the Community.</i>
Operations	Low <i>Officers are not involved in running the programs supported by the Community Grants.</i>
Natural Environment	N/A

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

COMMENT

This is a strong application and supports the younger generation in Quairading.

The Shire was successful in receiving \$12,500 from the Government of Western Australia to support this program.

12.4 Community Grants Program 2024/25, Round 1 - Quairading Bridge Club.

Responsible Officer Jen Green, Executive Manager, Economic Development

Reporting Officer Chloe Nella, Special Projects Officer

Attachments 1. Quairading Bridge Club application (confidential)
2. Quairading Bridge Club Assessment (confidential)

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil
Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council approve the Quairading Bridge Club’s Community Grant application to the value of \$250.00.

IN BRIEF

- The Community Grant Policy was reviewed, updated, and endorsed by Council in June 2023.
- Five applications were received for Round 1 to the value of \$11,250.00
- Details of Quairading Bridge Club’s application have been provided for consideration and recommendation to Council.
- This application was evaluated based on criteria in the Community Grants Policy.

BACKGROUND

Council’s Annual Community Grants Program is a strategic tool for capacity building, supporting innovation and addressing community need in line with the Council and Community vision.

Funding is available to assist community groups in establishing and or continuing a service of activity seen as a need for the betterment of and improvement to the enjoyment of life within the community.

Round 1 opened on the 1st October and closed on 30th November. In total, the Shire received five community grants applications to a value of \$11,250.00. Details of applications are below:

Applicant	Amount
Quairading Early Years Network	\$2,500.00
Quairading Bridge Club	\$250.00
Quairading Football and Netball Club	\$1,800.00
Quairading Rainmakers	\$4,200.00
Quairading DHS P&C	\$2,500.00
Grand Total	\$11,250.00

The Shire has allocated \$37,845.00 towards community grants in the 2024-25 budget. Currently the Shire has supported five community groups with in-kind grants (under CEO delegation) totalling to a value of \$1,711.35. These applications are:

Applicant (In-kind grants)	Description	Amount
Quairading Bowling Club	Community bus hire	\$500.00
Quairading District High School	Town Hall hire	\$400.00
Quairading Play Group	Pool hire	\$409.08
Quairading Curtain Raisers	Town Hall hire	\$300.00
Quairading Aquatic Club	Pool hire	\$102.27
Grand Total		\$1,711.35

This application by Quairading Bridge Club is requesting support from the Shire with payment of their hire fees. The Bridge Club meet every Monday at the Community Resource Centre and pay a fee of \$10. All attendees are retired and currently use their own money to cover the cost of the room hire.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Community Grants Policy

FINANCIAL IMPLICATIONS

Nil – 2024-25 Financial year

ALIGNMENT WITH STRATEGIC PRIORITIES

1.4 Community: Support local volunteer organisations through initiatives that reduce volunteer fatigue and strengthen their resilience

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Nil

RISK ASSESSMENT

	Option 1
Financial	Low <i>Funds for the Community Grants are allocated within the approved budget.</i>
Health	N/A
Reputation	High <i>Council is supporting Community Groups to provide valuable activities and social events for the Community.</i>
Operations	Low <i>Officers are not involved in running the programs supported by the Community Grants.</i>
Natural Environment	N/A

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

COMMENT

- The Bridge Club originally requested the funds via the waiver of fees (in-kind) however as the CRC is not a Shire facility the CEO cannot approve this waiver.
- If successful, the Bridge Club will pay reduced costs – roughly \$5 a session rather than \$10.

12.5 Community Grants Program 2024/25, Round 1 - Quairading Rainmakers

Responsible Officer Jen Green, Executive Manager, Economic Development

Reporting Officer Chloe Nella, Special Projects Officer

Attachments 1. Quairading Rainmakers Application (confidential)
2. Rainmakers Assessment (confidential)

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil
Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council approve the Quairading Rainmakers community grant application to the value of \$4,200.00, subject to receiving Lotterywest funding.

IN BRIEF

- The Community Grants Policy was reviewed, updated, and endorsed by Council in June 2023.
- Five applications were received for Round 1 2024-25 to the value of \$11,250.00
- Details of Quairading Rainmakers application have been provided for consideration and recommendation to Council.
- This application was evaluated based on criteria in the Community Grants Policy.

BACKGROUND

Council’s Annual Community Grants Program is a strategic tool for capacity building, supporting innovation and addressing community need in line with the Council and Community vision.

Funding is available to assist community groups in establishing and or continuing a service of activity seen as a need for the betterment of and improvement to the enjoyment of life within the community.

Round 1 opened on the 1st October and closed on 30th November. In total, the Shire received five community grants applications to a value of \$11,250.00. Details of applications are below:

Applicant	Amount
Quairading Early Years Network	\$2,500.00
Quairading Bridge Club	\$250.00
Quairading Football and Netball Club	\$1,800.00
Quairading Rainmakers	\$4,200.00
Quairading DHS P&C	\$2,500.00
Grand Total	\$11,250.00

The Shire has allocated \$37,845.00 towards community grants in the 2024-25 budget. Currently the Shire has supported five community groups with in-kind grants (under CEO delegation) totalling to a value of \$1,711.35. These applications are:

Applicant (In-kind grants)	Description	Amount
Quairading Bowling Club	Community bus hire	\$500.00
Quairading District High School	Town Hall hire	\$400.00
Quairading Play Group	Pool hire	\$409.08
Quairading Curtain Raisers	Town Hall hire	\$300.00
Quairading Aquatic Club	Pool hire	\$102.27
Grand Total		\$1,711.35

The Quairading Rainmakers main aim as a community group is to organise and offer activities that make Quairading an even more vibrant place to live and an exciting place to visit. The organisation provides opportunities to local young adults to participate in committee jobs and bring event and initiative ideas to life that they otherwise wouldn't be able to.

The Quairading rainmakers have applied for funding to help with an event – Quairading Rainmakers Inc. Mock Wedding. It will be held on Saturday 29th March 2025 and will be a part performance, part social event with an overall aim of bringing young to middle aged adults from across our Shire and greater district together whilst raising awareness of the importance of engaging and participating in social activities to maintain positive mental health.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Community Grants Policy

FINANCIAL IMPLICATIONS

Nil – 2024-25 Financial year

ALIGNMENT WITH STRATEGIC PRIORITIES

- 1.4 Community:** Support local volunteer organisations through initiatives that reduce volunteer fatigue and strengthen their resilience
- 1.2 Community:** Provide social and cultural activities for all members of the community

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Nil

RISK ASSESSMENT

	Option 1
Financial	Low <i>Funds for the Community Grants are allocated within the approved budget.</i>
Health	N/A
Reputation	High <i>Council is supporting Community Groups to provide valuable activities and social events for the Community.</i>
Operations	Low <i>Officers are not involved in running the programs supported by the Community Grants.</i>
Natural Environment	N/A

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

COMMENT

Rainmakers have applied for Lotterywest funding to support with funding for this event.

It should be noted, Rainmakers have advised the Shire that they will require a one-off event insurance. They are only able to purchase this three months in advance so if successful with funding they will purchase in January.

12.6 Community Grants Program 2024/25, Round 1 - Quairading Football and Netball Club

Responsible Officer Jen Green, Executive Manager, Economic Development

Reporting Officer Chloe Nella, Special Projects Officer

Attachments 1. Quairading Football and Netball Club Assesment (confidential)
2. Quairading Football and Netball Club Application (confidential)

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil
Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council approve the Quairading Football and Netball Club’s Community Grant application to the value of \$1,800.00.

IN BRIEF

- The Community Grants Policy was reviewed, updated, and endorsed by Council in June 2023.
- Five applications were received for Round 1, 2024-25 to the value of \$11,250.00
- Details of Quairading Football and Netball Club application have been provided for consideration and recommendation to Council.
- This application was evaluated based on criteria in the Community Grants Policy.

BACKGROUND

Council’s Annual Community Grants Program is a strategic tool for capacity building, supporting innovation and addressing community need in line with the Council and Community vision.

Funding is available to assist community groups in establishing and or continuing a service of activity seen as a need for the betterment of and improvement to the enjoyment of life within the community.

Round 1 opened on the 1st October and closed on 30th November. In total, the Shire received five community grants applications to a value of \$11,250.00. Details of applications are below:

Applicant	Amount
Quairading Early Years Network	\$2,500.00
Quairading Bridge Club	\$250.00
Quairading Football and Netball Club	\$1,800.00
Quairading Rainmakers	\$4,200.00
Quairading DHS P&C	\$2,500.00
Grand Total	\$11,250.00

The Shire has allocated \$37,845.00 towards community grants in the 2024-25 budget. Currently the Shire has supported five community groups with in-kind grants (under CEO delegation) totalling to a value of \$1,711.35. These applications are:

Applicant (In-kind grants)	Description	Amount
Quairading Bowling Club	Community bus hire	\$500.00
Quairading District High School	Town Hall hire	\$400.00
Quairading Play Group	Pool hire	\$409.08
Quairading Curtain Raisers	Town Hall hire	\$300.00
Quairading Aquatic Club	Pool hire	\$102.27
Grand Total		\$1,711.35

This application by the Quairading Football and Netball Club is for funding to help with purchasing of their new guernseys for the Quairading Bulls. Due to Country Football WA rebranding in 2022, the club is required by the State rules and regulations of the game to update all of the on-field player apparel, this includes football guernseys and shorts.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Community Grants Policy

FINANCIAL IMPLICATIONS

Nil – 2024-25 Financial year

ALIGNMENT WITH STRATEGIC PRIORITIES

- 1.4 Community:** Support local volunteer organisations through initiatives that reduce volunteer fatigue and strengthen their resilience
- 1.2 Community:** Provide social and cultural activities for all members of the community

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Nil

RISK ASSESSMENT

	Option 1
Financial	Low <i>Funds for the Community Grants are allocated within the approved budget.</i>
Health	N/A
Reputation	High <i>Council is supporting Community Groups to provide valuable activities and social events for the Community.</i>
Operations	Low <i>Officers are not involved in running the programs supported by the Community Grants.</i>
Natural Environment	N/A

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

COMMENT

The Club is still finalising the design, and council could consider requesting to have their logo on the new design.

12.7 Community Grants Program 2024/25, Round 1 - Quairading DHS P&C

Responsible Officer Jen Green, Executive Manager, Economic Development

Reporting Officer Chloe Nella, Special Projects Officer

Attachments 1. Quairading DHS P&C Assesment (confidential)
 2. Quairading DHS P&C Application (confidential)

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil
 Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council approve the Quairading DHS P&C Community Grant application to the value of \$2,500.00.

IN BRIEF

- The Community Grants Policy was reviewed, updated, and endorsed by Council in June 2023.
- Five applications were received for round 1 to the value of \$11,250.00
- Details of Quairading DHS P&C application have been provided for consideration and recommendation to Council.
- This application was evaluated based on criteria in the Community Grants Policy.

BACKGROUND

Council’s Annual Community Grants Program is a strategic tool for capacity building, supporting innovation and addressing community need in line with the Council and Community vision.

Funding is available to assist community groups in establishing and or continuing a service of activity seen as a need for the betterment of and improvement to the enjoyment of life within the community.

Round 1 opened on the 1st October and closed on 30th November. In total, the Shire received five community grants applications to a value of \$11,250.00. Details of applications are below:

Applicant	Amount
Quairading Early Years Network	\$2,500.00
Quairading Bridge Club	\$250.00
Quairading Football and Netball Club	\$1,800.00
Quairading Rainmakers	\$4,200.00
Quairading DHS P&C	\$2,500.00
Grand Total	\$11,250.00

The Shire has allocated \$37,845.00 towards community grants in the 2024-25 budget. Currently the Shire has supported five community groups with in-kind grants (under CEO delegation) totalling to a value of \$1,711.35. These applications are:

Applicant (In-kind grants)	Description	Amount
Quairading Bowling Club	Community bus hire	\$500.00
Quairading District High School	Town Hall hire	\$400.00
Quairading Play Group	Pool hire	\$409.08
Quairading Curtain Raisers	Town Hall hire	\$300.00
Quairading Aquatic Club	Pool hire	\$102.27
Grand Total		\$1,711.35

This application by Quairading DHS P&C is requesting funds to support with their The Building ‘Qmunity’ Spirit event. This event aims to promote a friendly and inclusive community and strengthen the partnership between families and the school. The event will be held on the evening of the parent information session and provide an opportunity for families, old and new, to come and connect, enhancing the wellbeing of community members.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Community Grants Policy

FINANCIAL IMPLICATIONS

Nil – 2024-25 Financial year

ALIGNMENT WITH STRATEGIC PRIORITIES

- 1.4 **Community:** Support local volunteer organisations through initiatives that reduce volunteer fatigue and strengthen their resilience
- 1.2 **Community:** Provide social and cultural activities for all members of the community

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Nil

RISK ASSESSMENT

	Option 1
Financial	Low <i>Funds for the Community Grants are allocated within the approved budget.</i>
Health	N/A
Reputation	High <i>Council is supporting Community Groups to provide valuable activities and social events for the Community.</i>
Operations	Low <i>Officers are not involved in running the programs supported by the Community Grants.</i>
Natural Environment	N/A

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

COMMENT

This is a strong application and supports the younger generation and families in Quairading.

12.8 Business Support Grants Program - 2024/25, Round 1 - Arun Thongjaj

Responsible Officer Jen Green, Executive Manager, Economic Development

Reporting Officer Chloe Nella, Special Projects Officer

Attachments 1. Arun Thongjaj assesment (confidential)
2. Arun Thongjaj grant application (confidential)

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil
Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council approves Arun Thongjaj’s Business Support Grants application to a value of \$679.15.

IN BRIEF

- The Business Support Grants Policy was reviewed by Council on the 27th July 2023.
- Seven applications were received during Round 1 of the 2024/25 Business Support Grants Program to the value of \$22,979.12.
- Details of each application are provided in separate reports for consideration and recommendation to Council.
- This application was evaluated based on criteria in the Policy.

MATTER FOR CONSIDERATION

Nil

BACKGROUND

Funding is available to assist local businesses to encourage the growth and sustainability of their enterprise which will in turn improve local employment opportunities for residents and help achieve thriving local industry and community.

Council’s Annual Business Support Grants Program is a strategic tool for supporting and encouraging the growth of small business and business innovation.

Round 1 opened on the 1st of October 2024 and closed on 30th November 2024 and was promoted via the Shire Facebook page, website, Banksia Bulletin, Passion Sheet and email distribution list.

The Shire received seven applications, see below details:

Applicant	Amount
Arun Thongjaj	\$679.15
Garrett’s Garage	\$5,000.00
Quairading Co-op	\$3,771.11

Agrisource Agencies	\$2,978.86
Tash’s Hair Studio	\$550.00
Quairading Club	\$5,000.00
The Clinic Quairading	\$5,000.00
Grand Total	\$22,979.12

This application by Arun Thongjaj, through partnership with The Makers Keep, will work together to engage locals and visitors as active participants in appreciating and preserving the area’s natural heritage. The aim is to showcase the Wheatbelt unique bird species through art pieces, available for sale at the Makers Keep. Each piece will highlight a local birdlife, celebrating natural beauty.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Business Support Grants Policy

FINANCIAL IMPLICATIONS

The Shire has allocated \$20,000.00 towards Business grants in the 2024-25 budget. Currently the Shire has received seven applications totalling to a value of \$22,979.12. It is recommended that the Shire approves all applications and uses the additional funds from the Community Grants Program pool to support the extra \$2,979.12 understanding that no funds remain for a second round of Business Support Grants within the financial year.

ALIGNMENT WITH STRATEGIC PRIORITIES

- 2.1 Economy:** Promote the Economic and Business Growth Strategy for current businesses and the sustainable attraction of new industry (Small Business Friendly Local Government and Action Plan)
- 2.3 Economy:** Shire engages stakeholders and partners to help capture local economic development initiatives
- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community

CONSULTATION

Nil.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Nil

RISK ASSESSMENT

	Option 1
Financial	Low

	<i>Funding for the Business Support Grants has been approved by Council with the FY 24/25 Budget. Although the total amounts requested through submissions in Round 1 exceed the budgeted amount, this can be recouped from the Community Grants budget.</i>
Health	N/A
Reputation	High <i>Supporting local business in their establishment or viability shows that Council is committed to their vision of Quairading as a place “...with thriving industry creating jobs...”</i>
Operations	Low <i>Administration of the Business Support Grants Program lies within Officers usual scope of tasks.</i>
Natural Environment	N/A

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

COMMENT

12.9 Business Support Grants Program - 2024/25, Round 1 - Garrett's Garage

Responsible Officer Jen Green, Executive Manager, Economic Development

Reporting Officer Chloe Nella, Special Projects Officer

Attachments

1. Garrett's Garage grant application (confidential)
2. Assessment of Garrett's Garage application (confidential) (under separate cover)

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil
Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council approves Garrett's Garage Business Support Grants application to a value of \$5,000.00.

IN BRIEF

- The Business Support Grants Policy was reviewed by Council on the 27th July 2023.
- Seven applications were received during Round 1 of the 2024/25 Business Support Grants Program to the value of \$22,979.12.
- Details of each application are provided in separate reports for consideration and recommendation to Council.
- This application was evaluated based on criteria in the Policy.

MATTER FOR CONSIDERATION

Nil

BACKGROUND

Funding is available to assist local businesses to encourage the growth and sustainability of their enterprise which will in turn improve local employment opportunities for residents and help achieve thriving local industry and community.

Council's Annual Business Support Grants Program is a strategic tool for supporting and encouraging the growth of small business and business innovation.

Round 1 opened on the 1st of October 2024 and closed on 30th November 2024 and was promoted via the Shire Facebook page, website, Banksia Bulletin, Passion Sheet and email distribution list.

The Shire received seven applications, see below details:

Applicant	Amount
Arun Thongjaj	\$679.15
Garrett’s Garage	\$5,000.00
Quairading Co-op	\$3,771.11
Agrisource Agencies	\$2,978.86
Tash’s Hair Studio	\$550.00
Quairading Club	\$5,000.00
The Clinic Quairading	\$5,000.00
Grand Total	\$22,979.12

This application by Garrett’s Garage is to replace the current facility signage of its previous owner. Garrett’s Garage is a new business that has established itself as a automotive mechanical workshop servicing Quairading Residents and the surrounding Shires. It provides servicing, diagnostics and repairs of all vehicles. They are requesting funding to support with the purchase and to erect signage onto the property.

The new signage will remove details of the previous owner and business and enable the residents of Quairading and people passing through town to see the business and know where the workshop is located.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Business Support Grants Policy

FINANCIAL IMPLICATIONS

The Shire has allocated \$20,000.00 towards Business grants in the 2024-25 budget. Currently the Shire has received seven applications totalling to a value of \$22,979.12. It is recommended that the Shire approves all applications and uses the additional funds from the Community Grants Program pool to support the extra \$2,979.12, understanding that no funds remain for a second round of Business Support Grants

ALIGNMENT WITH STRATEGIC PRIORITIES

- 2.1 Economy:** Promote the Economic and Business Growth Strategy for current businesses and the sustainable attraction of new industry (Small Business Friendly Local Government and Action Plan)
- 2.3 Economy:** Shire engages stakeholders and partners to help capture local economic development initiatives
- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community

CONSULTATION

Nil.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Nil

RISK ASSESSMENT

	Option 1
Financial	<p>Low</p> <p><i>Funding for the Business Support Grants has been approved by Council with the FY 24/25 Budget. Although the total amounts requested through submissions in Round 1 exceed the budgeted amount, this can be recouped from the Community Grants budget.</i></p>
Health	N/A
Reputation	<p>High</p> <p><i>Supporting local business in their establishment or viability shows that Council is committed to their vision of Quairading as a place “...with thriving industry creating jobs...”</i></p>
Operations	<p>Low</p> <p><i>Administration of the Business Support Grants Program lies within Officers usual scope of tasks.</i></p>
Natural Environment	N/A

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

COMMENT

Nil

12.10 Business Support Grants Program - 2024/25, Round 1 - Quairading Farmers Co-operative

Responsible Officer Jen Green, Executive Manager, Economic Development

Reporting Officer Chloe Nella, Special Projects Officer

Attachments 1. Quairading Farmers Co-operative assesment (confidential)
2. Quairading Farmers Co-operative Application (confidential)

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil
Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council approves Quairading Farmers Co-operative Business Support Grants application to a value of \$3,771.11.

IN BRIEF

- The Business Support Grants Policy was reviewed by Council on the 27th July 2023.
- Seven applications were received during Round 1 of the 2024/25 Business Support Grants Program to the value of \$22,979.12.
- Details of each application are provided in separate reports for consideration and recommendation to Council.
- This application was evaluated based on criteria in the Policy.

MATTER FOR CONSIDERATION

Nil

BACKGROUND

Funding is available to assist local businesses to encourage the growth and sustainability of their enterprise which will in turn improve local employment opportunities for residents and help achieve thriving local industry and community.

Council’s Annual Business Support Grants Program is a strategic tool for supporting and encouraging the growth of small business and business innovation.

Round 1 opened on the 1st of October 2024 and closed on 30th November 2024 and was promoted via the Shire Facebook page, website, Banksia Bulletin, Passion Sheet and email distribution list.

The Shire received seven applications, see below details:

Applicant	Amount
Arun Thongjaj	\$679.15
Garrett’s Garage	\$5,000.00

Quairading Co-op	\$3,771.11
Agrisource Agencies	\$2,978.86
Tash’s Hair Studio	\$550.00
Quairading Club	\$5,000.00
The Clinic Quairading	\$5,000.00
Grand Total	\$22,979.12

The Shire has allocated \$20,000.00 towards Business grants in the 2024-25 budget. Currently the Shire has received seven applications totalling to a value of \$22,979.12. It is recommended that the Shire approves all applications and uses the additional funds from the Community Grants Program pool to support the extra \$2,979.12.

This application by Quairading Farmers’ Co-operative is requesting Council to support with renovations of their building. Access to Health Services is an ongoing challenge for rural community and co-op is actively supporting the establishment of the new Allied Health Business.

The renovation will improve the street scape of Quairading and include the new Allied Health Building and the Chemist.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Business Support Grants Policy

FINANCIAL IMPLICATIONS

The Shire has allocated \$20,000.00 towards Business grants in the 2024-25 budget. Currently the Shire has received seven applications totalling to a value of \$22,979.12. It is recommended that the Shire approves all applications and uses the additional funds from the Community Grants Program pool to support the extra \$2,979.12 understanding that no funds remain for a second round of Business Support Grants within the financial year.

ALIGNMENT WITH STRATEGIC PRIORITIES

- 2.1 Economy:** Promote the Economic and Business Growth Strategy for current businesses and the sustainable attraction of new industry (Small Business Friendly Local Government and Action Plan)
- 2.3 Economy:** Shire engages stakeholders and partners to help capture local economic development initiatives
- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community

CONSULTATION

Nil.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Nil

RISK ASSESSMENT

	Option 1
Financial	Low <i>Funding for the Business Support Grants has been approved by Council with the FY 24/25 Budget. Although the total amounts requested through submissions in Round 1 exceed the budgeted amount, this can be recouped from the Community Grants budget.</i>
Health	N/A
Reputation	High <i>Supporting local business in their establishment or viability shows that Council is committed to their vision of Quairading as a place “...with thriving industry creating jobs...”</i>
Operations	Low <i>Administration of the Business Support Grants Program lies within Officers usual scope of tasks.</i>
Natural Environment	N/A

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

COMMENT

- The Co-op have already commenced the first stage of works inside the building and the works outside of the building will begin in January.

12.11 Business Support Grants Program - 2024/25, Round 1 - Agrisource Agencies

Responsible Officer Jen Green, Executive Manager, Economic Development

Reporting Officer Chloe Nella, Special Projects Officer

Attachments 1. Agrisource Agencies Application (confidential)
2. Agrisource Agencies Assesment (confidential)

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Financial
Responsible Officer: Impartiality

OFFICER RECOMMENDATION

That Council approves Agrisource Agencies Business Support Grants application to a value of \$2,978.86.

IN BRIEF

- The Business Support Grants Policy was reviewed by Council on the 27th July 2023.
- Seven applications were received during Round 1 of the 2024/25 Business Support Grants Program to the value of \$22,979.12.
- Details of each application are provided in separate reports for consideration and recommendation to Council.
- This application was evaluated based on criteria in the Policy.

MATTER FOR CONSIDERATION

Council must consider that one of the owners of the applying business is also a Shire employee and the Reporting Officer.

BACKGROUND

Funding is available to assist local businesses to encourage the growth and sustainability of their enterprise which will in turn improve local employment opportunities for residents and help achieve thriving local industry and community.

Council’s Annual Business Support Grants Program is a strategic tool for supporting and encouraging the growth of small business and business innovation.

Round 1 opened on the 1st of October 2024 and closed on 30th November 2024 and was promoted via the Shire Facebook page, website, Banksia Bulletin, Passion Sheet and email distribution list.

The Shire received seven applications. See below details:

Applicant	Amount
Arun Thongjaj	\$679.15
Garrett’s Garage	\$5,000.00

Quairading Co-op	\$3,771.11
Agrisource Agencies	\$2,978.86
Tash's Hair Studio	\$550.00
Quairading Club	\$5,000.00
The Clinic Quairading	\$5,000.00
Grand Total	\$22,979.12

This application by Agrisource Agencies is requesting support for its Agronomy Day in February. Agriculture is the largest employer of the Shire, and this day aims to support farmers by improving their productivity, encourage sustainable practices, and strengthen the local farming community. The day aims to support by fostering connections amongst farmers, researchers and suppliers – promoting knowledge sharing and collaboration.

Overall, Agrisource Agencies are seeking a grant to help with costs of the event, including logistics, speaker fees and promotional materials. In addition, the event will be hosted locally.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Business Support Grants Policy

FINANCIAL IMPLICATIONS

The Shire has allocated \$20,000.00 towards Business grants in the 2024-25 budget. Currently the Shire has received seven applications totalling to a value of \$22,979.12. It is recommended that the Shire approves all applications and uses the additional funds from the Community Grants Program pool to support the extra \$2,979.12, understanding that no funds remain for a second round of Business Support Grants within the financial year

ALIGNMENT WITH STRATEGIC PRIORITIES

- 2.1 Economy:** Promote the Economic and Business Growth Strategy for current businesses and the sustainable attraction of new industry (Small Business Friendly Local Government and Action Plan)
- 2.3 Economy:** Shire engages stakeholders and partners to help capture local economic development initiatives
- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community

CONSULTATION

Nil.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Nil

RISK ASSESSMENT

	Option 1
Financial	Low <i>Funding for the Business Support Grants has been approved by Council with the FY 24/25 Budget. Although the total amounts requested through submissions in Round 1 exceed the budgeted amount, this can be recouped from the Community Grants budget.</i>
Health	N/A
Reputation	High <i>Supporting local business in their establishment or viability shows that Council is committed to their vision of Quairading as a place “...with thriving industry creating jobs...”</i>
Operations	Low <i>Administration of the Business Support Grants Program lies within Officers usual scope of tasks.</i>
Natural Environment	N/A

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

COMMENT

The Reporting Officer is declaring a Financial Interest in this item, as she is the applicant.

The Executive Manager Economic Development assessed the application due to the Financial Interest declared by the Reporting Officer.

The Responsible Officer (EMED) is declaring an Impartiality Interest in this item, as she is the direct supervisor of the applicant in her role as Special Projects Officer.

12.12 Business Support Grants Program - 2024/25, Round 1 - Quairading Club

Responsible Officer Jen Green, Executive Manager, Economic Development

Reporting Officer Chloe Nella, Special Projects Officer

Attachments 1. Quairading Club Application (confidential)
2. Quairading Club Assesment (confidential)

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Financial
Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council approves Quairading Club Business Support Grants application to a value of \$5,000.00.

IN BRIEF

- The Business Support Grants Policy was reviewed by Council on the 27th July 2023.
- Seven applications were received during Round 1 of the 2024/25 Business Support Grants Program to the value of \$22,979.12.
- Details of each application are provided in separate reports for consideration and recommendation to Council.
- This application was evaluated based on criteria in the Policy.

MATTER FOR CONSIDERATION

Nil

BACKGROUND

Funding is available to assist local businesses to encourage the growth and sustainability of their enterprise which will in turn improve local employment opportunities for residents and help achieve thriving local industry and community.

Council’s Annual Business Support Grants Program is a strategic tool for supporting and encouraging the growth of small business and business innovation.

Round 1 opened on the 1st of October 2024 and closed on 30th November 2024 and was promoted via the Shire Facebook page, website, Banksia Bulletin, Passion Sheet and email distribution list.

The Shire received seven applications, see below details:

Applicant	Amount
Arun Thongjaj	\$679.15
Garrett’s Garage	\$5,000.00
Quairading Co-op	\$3,771.11

Agrisource Agencies	\$2,978.86
Tash's Hair Studio	\$550.00
Quairading Club	\$5,000.00
The Clinic Quairading	\$5,000.00
Grand Total	\$22,979.12

This application by the Quairading Club requests funding to purchase furniture. The current tables are heavy and damaged and are not conducive to frequent rearranging. The upgrade will enable the club to host bigger events – parties and wakes. In addition, it will significantly enhance both the customer experience and overall functionality of the business. It will provide a modern, comfortable, and durable furniture which creates a welcoming and inviting atmosphere.

This supports tourism and providing a safe place for residents.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Business Support Grants Policy

FINANCIAL IMPLICATIONS

The Shire has allocated \$20,000.00 towards Business grants in the 2024-25 budget. Currently the Shire has received seven applications totalling to a value of \$22,979.12. It is recommended that the Shire approves all applications and uses the additional funds from the Community Grants Program pool to support the extra \$2,979.12, understanding that no funds remain for a second round of Business Support Grants within the financial year.

ALIGNMENT WITH STRATEGIC PRIORITIES

- 2.1 Economy:** Promote the Economic and Business Growth Strategy for current businesses and the sustainable attraction of new industry (Small Business Friendly Local Government and Action Plan)
- 2.3 Economy:** Shire engages stakeholders and partners to help capture local economic development initiatives
- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community

CONSULTATION

Nil.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Nil

RISK ASSESSMENT

	Option 1
Financial	<p>Low</p> <p><i>Funding for the Business Support Grants has been approved by Council with the FY 24/25 Budget. Although the total amounts requested through submissions in Round 1 exceed the budgeted amount, this can be recouped from the Community Grants budget.</i></p>
Health	N/A
Reputation	<p>High</p> <p><i>Supporting local business in their establishment or viability shows that Council is committed to their vision of Quairading as a place “...with thriving industry creating jobs...”</i></p>
Operations	<p>Low</p> <p><i>Administration of the Business Support Grants Program lies within Officers usual scope of tasks.</i></p>
Natural Environment	N/A

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

COMMENT

Nil.

12.13 Business Support Grants Program - 2024/25, Round 1 - The Clinic Quairading

Responsible Officer Jen Green, Executive Manager, Economic Development

Reporting Officer Chloe Nella, Special Projects Officer

Attachments 1. The Clinic Quairading Application (confidential)
 2. The Clinic Quairading Assesment (confidential)

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Nil
 Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council approves The Clinic Quairading Business Support Grants application to a value of \$5,000.00.

IN BRIEF

- The Business Support Grants Policy was reviewed by Council on the 27th July 2023.
- Seven applications were received during Round 1 of the 2024/25 Business Support Grants Program to the value of \$22,979.12.
- Details of each application are provided in separate reports for consideration and recommendation to Council.
- This application was evaluated based on criteria in the Policy.

MATTER FOR CONSIDERATION

Nil

BACKGROUND

Funding is available to assist local businesses to encourage the growth and sustainability of their enterprise which will in turn improve local employment opportunities for residents and help achieve thriving local industry and community.

Council’s Annual Business Support Grants Program is a strategic tool for supporting and encouraging the growth of small business and business innovation.

Round 1 opened on the 1st of October 2024 and closed on 30th November 2024 and was promoted via the Shire Facebook page, website, Banksia Bulletin, Passion Sheet and email distribution list.

The Shire received seven applications, see below details:

Applicant	Amount
Arun Thongjaj	\$679.15
Garrett’s Garage	\$5,000.00
Quairading Co-op	\$3,771.11

Agrisource Agencies	\$2,978.86
Tash's Hair Studio	\$550.00
Quairading Club	\$5,000.00
The Clinic Quairading	\$5,000.00
Grand Total	\$22,979.12

This application by The Clinic Quairading is a new business in town opening in January 2025. Its aim is to provide Health Services to the Quairading community, including chiropractic, physiotherapy, occupational therapy and massage. The Clinic aims to improve the quality of life of residents, providing social activities for all members of the community and providing health services and health facilities and programs within the shire and its residents.

This grant application is focussed on purchasing of the Pilates machines for the Clinic. Pilates provides symptomatic pain relief, strengthening and conditioning. Overall Pilates is highly effective in rehabilitation and prevention of conditions, enhancing physical activity and promoting wellbeing. These benefits contribute to improving the overall quality of life for Quairading residents.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Business Support Grants Policy

FINANCIAL IMPLICATIONS

The Shire has allocated \$20,000.00 towards Business grants in the 2024-25 budget. Currently the Shire has received seven applications totalling to a value of \$22,979.12. It is recommended that the Shire approves all applications and uses the additional funds from the Community Grants Program pool to support the extra \$2,979.12, understanding that no funds remain for a second round of Business Support Grants within the financial year.

ALIGNMENT WITH STRATEGIC PRIORITIES

- 2.1 Economy:** Promote the Economic and Business Growth Strategy for current businesses and the sustainable attraction of new industry (Small Business Friendly Local Government and Action Plan)
- 2.3 Economy:** Shire engages stakeholders and partners to help capture local economic development initiatives
- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community

CONSULTATION

Nil.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Nil

RISK ASSESSMENT

	Option 1
Financial	<p>Low</p> <p><i>Funding for the Business Support Grants has been approved by Council with the FY 24/25 Budget. Although the total amounts requested through submissions in Round 1 exceed the budgeted amount, this can be recouped from the Community Grants budget.</i></p>
Health	N/A
Reputation	<p>High</p> <p><i>Supporting local business in their establishment or viability shows that Council is committed to their vision of Quairading as a place “...with thriving industry creating jobs...”</i></p>
Operations	<p>Low</p> <p><i>Administration of the Business Support Grants Program lies within Officers usual scope of tasks.</i></p>
Natural Environment	N/A

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

COMMENT

- This is a new business in town, aiming to open in February 2025.

12.14 Business Support Grants Program - 2024/25, Round 1 - Tash's Hair Studio

Responsible Officer Jen Green, Executive Manager, Economic Development

Reporting Officer Chloe Nella, Special Projects Officer

Attachments 1. Tash's Hair Studio Combined (confidential)
2. Tash's Hair Studio Assessment (confidential)

Voting Requirements Simple Majority

Disclosure of Interest Reporting Officer: Impartiality
Responsible Officer: Impartiality

OFFICER RECOMMENDATION

That Council approves Tash’s Hair Studio’s Business Support Grants application to the value of \$550.00.

IN BRIEF

- The Business Support Grants Policy was reviewed by Council on the 27th July 2023.
- Seven applications were received during Round 1 of the 2024/25 Business Support Grants Program to the value of \$22,979.12.
- Details of each application are provided on a separate report for consideration and recommendation to Council.
- This application was evaluated based on criteria in the Policy.

MATTER FOR CONSIDERATION

Council must consider that the applicant is also a Shire employee.

BACKGROUND

Funding is available to assist local businesses to encourage the growth and sustainability of their enterprise which will in turn improve local employment opportunities for residents and help achieve thriving local industry and community.

Council’s Annual Business Support Grants Program is a strategic tool for supporting and encouraging the growth of small business and business innovation.

Round 1 opened on the 1st of October 2024 and closed on 30th November 2024 and was promoted via the Shire Facebook page, website, Banksia Bulletin, Passion Sheet and email distribution list.

The Shire received seven applications, see below details:

Applicant	Amount
Arun Thongjaj	\$679.15
Garrett’s Garage	\$5,000.00
Quairading Co-op	\$3,771.11

Agrisource Agencies	\$2,978.86
Tash's Hair Studio	\$550.00
Quairading Club	\$5,000.00
The Clinic Quairading	\$5,000.00
Grand Total	\$22,979.12

This application by Tash's Hair Studio requests funding to purchase new equipment for the studio. The old equipment needs updating and it will provide a more welcoming environment and make customers feel more comfortable whilst having their hair cut.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Business Support Grants Policy

FINANCIAL IMPLICATIONS

The Shire has allocated \$20,000.00 towards Business grants in the 2024-25 budget. Currently the Shire has received seven applications totalling to a value of \$22,979.12. It is recommended that the Shire approves all applications and uses the additional funds from the Community Grants Program pool to support the extra \$2,979.12, understanding that no funds remain for a second round of Business Support Grants within the financial year.

ALIGNMENT WITH STRATEGIC PRIORITIES

- 2.1 Economy:** Promote the Economic and Business Growth Strategy for current businesses and the sustainable attraction of new industry (Small Business Friendly Local Government and Action Plan)
- 2.3 Economy:** Shire engages stakeholders and partners to help capture local economic development initiatives
- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community

CONSULTATION

Nil.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Nil

RISK ASSESSMENT

	Option 1
Financial	Low <i>Funding for the Business Support Grants has been approved by Council with the FY 24/25 Budget. Although the total amounts requested through submissions in Round 1 exceed the budgeted amount, this can be recouped from the Community Grants budget.</i>
Health	N/A
Reputation	High <i>Supporting local business in their establishment or viability shows that Council is committed to their vision of Quairading as a place “...with thriving industry creating jobs...”</i>
Operations	Low <i>Administration of the Business Support Grants Program lies within Officers usual scope of tasks.</i>
Natural Environment	N/A

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

COMMENT

The Salon reopened with a new owner (Natasha Masters) in April 2024.

The Reporting Officer and Responsible Officer are declaring an Impartiality Interest in this item, as they work directly with the applicant in her role as Grants & Projects Officer.

12.15 Shire Grants Programs - Budget Amendment

Responsible Officer Natalie Ness, Chief Executive Officer
Reporting Officer Jen Green, Executive Manager, Economic Development
Attachments Nil
Voting Requirements Absolute Majority
Disclosure of Interest Reporting Officer: Nil
 Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council endorse a budget amendment to transfer the available funds of \$2,979.12 from the Community Grants Scheme to the Business Support Grants to increase the budget from \$20,000.00 to \$22,979.12.

IN BRIEF

This item proposes a budget amendment to transfer \$2,979.12 from the Community Grants Scheme to the Business Support Grants Scheme in order to support seven strong applications received for funding. The transfer would increase the Business Support Grants budget from \$20,000.00 to \$22,979.12.

MATTER FOR CONSIDERATION

Council is requested to endorse the budget amendment to reallocate funds from the Community Grants Scheme to the Business Support Grants. The transfer will enable the approval of all seven applications, totalling \$22,979.12, despite exceeding the original budget allocation. Officers recommend supporting all applications as they meet the funding criteria and demonstrate significant merit. Council must consider that no funds will remain for a second round of Business Support Grants within the financial year.

BACKGROUND

The Business Support Grants Scheme initially had a budget of \$20,000.00. However, seven strong applications have been received, totalling \$22,979.12, which exceeds the current available budget. Officers have reviewed the applications and recommend supporting all of them. To facilitate this, a budget amendment is proposed to transfer \$2,979.12 from the Community Grants Scheme, where funds are available, to the Business Support Grants Scheme.

All seven applications and their assessment documents are included in this Agenda.

APPLICATIONS ROUND ONE | BUSINESS SUPPORT GRANTS | 2024-25

Applicant	Amount
Arun Thongjaj	\$679.15
Garrett’s Garage	\$5,000.00

Quairading Co-op	\$3,771.11
Agrisource Agencies	\$2,978.86
Tash's Hair Studio	\$550.00
Quairading Club	\$5,000.00
The Clinic Quairading	\$5,000.00
Grand Total	\$22,979.12

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Community Grants Policy

Business Support Grants Policy

FINANCIAL IMPLICATIONS

Current Budget Available:

ECON DEV - Business Support Grants - \$20,000.00

OTH CUL - Community Grants Scheme - \$37,845.00

The Shire has allocated \$37,845.00 towards the Community Grants Scheme in the 2024-25 budget. The Shire has supported five community groups with in-kind grants (under CEO delegation) totalling to a value of \$1,711.35.

If Council supports all Community Grant Applications in this current round (\$11,250.00) plus the transfer of funds to the Business Support Grants, it leaves \$21,904.53 available for Round 2 of the Community Grants Program which opens on 1st March 2025.

ALIGNMENT WITH STRATEGIC PRIORITIES

- 1.2 Community:** Provide social and cultural activities for all members of the community
- 1.4 Community:** Support local volunteer organisations through initiatives that reduce volunteer fatigue and strengthen their resilience
- 2.1 Economy:** Promote the Economic and Business Growth Strategy for current businesses and the sustainable attraction of new industry (Small Business Friendly Local Government and Action Plan)
- 2.2 Economy:** Build upon our "Take a Closer Look" brand with the development of an internal marketing strategy focusing on our community, events and facilities to increase our permanent and transient population
- 2.3 Economy:** Shire engages stakeholders and partners to help capture local economic development initiatives
- 2.4 Economy:** Encourage local workforce participation

3.3 Built Environment: Improvements to building infrastructure including our sport and recreation facilities, residential and service delivery facilities following considered cost benefit analysis models and venue management plans

5.1 Governance & Leadership: Shire communication is consistent, engaging and responsive

CONSULTATION

Nil

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

Nil

RISK ASSESSMENT

	Option 1
Financial	Low. <i>There is ample available budget within the Community Grants Scheme budget line.</i>
Health	Low <i>Nil.</i>
Reputation	Low <i>Supporting all Business Support Grants will increase Council’s reputation within the business community and add value to the Shire’s economic development.</i>
Operations	Low. <i>Projects funded under the Business Support Grants Program are implemented by the businesses with limited Shire Officer involvement.</i>
Natural Environment	Low <i>Nil.</i>


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

COMMENT

Nil

ITEM 13 MATTERS FOR CONSIDERATION – HEALTH & BUILDING

No matters for consideration

ITEM 14 MATTERS FOR CONSIDERATION – WORKS & SERVICES**14.1 Rural Roadside Tree Planting Policy - Biennial Review****Responsible Officer** Natalie Ness, Chief Executive Officer**Reporting Officer** Sarah Caporn, Executive Manager, Works & Services**Attachments** 1. Rural Roadside Tree Planting Policy [↓](#) **Voting Requirements** Simple Majority**Disclosure of Interest** Reporting Officer: Nil

Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council endorse the review of the Rural Roadside Tree Planting Policy.

IN BRIEF

The Rural Roadside Tree Planting Policy was endorsed by Council in its current form at its Ordinary Council Meeting in December 2022.

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

No changes have been made to the existing policy.

MATTER FOR CONSIDERATION

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

No changes have been made to this policy as part of this review.

BACKGROUND

The purpose of this policy is to provide appropriate management of planted trees and shrubs along road reserves to ensure vegetation is both suitable for the conditions while maintaining public safety.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Rural Roadside Tree Planting Policy

FINANCIAL IMPLICATIONS

Nil.

ALIGNMENT WITH STRATEGIC PRIORITIES

- 5.1 Governance & Leadership:** Shire communication is consistent, engaging and responsive
- 5.2 Governance & Leadership:** Forward planning and implementation of plans to determine Strategic Plan and service levels
- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community
- 5.4 Governance & Leadership:** Implement systems and processes that meet legislative and audit obligations

CONSULTATION

Nil.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

New local government compliance requirements and low rate-base affects rate payers’ service delivery expectations (e.g. not being met/expectations verses reality).

Poor or no construction of roads results in public safety dangers and high-level liability consequences for Elected Members, Executive and the Shire as a whole.

RISK ASSESSMENT

RISK ASSESSMENT	
Financial	<p>Low</p> <p><i>Roads are a significant budget item for the Shire’s asset management. Maintenance and longevity of roads is a clear priority for ratepayer so any damage from trees is a significant expense for repair or remediation.</i></p>
Health	N/A
Reputation	<p>Medium</p> <p><i>Risk to Council’s reputation would occur if the Shire didn’t have a policy on management of roadside tree planting. It provides clear guidance on what should and should not occur within the Shire’s road reserves.</i></p>
Operations	<p>Low</p> <p><i>Any tree planting activity done by others would have minimal impact to the Shire’s operations.</i></p>
Natural Environment	<p>Low</p> <p><i>Should people follow this policy, the additional vegetation should only enhance our natural environment and habitat development.</i></p>

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

COMMENT

Nil.

RURAL ROADSIDE TREE PLANTING POLICY



RURAL ROADSIDE TREE PLANTING POLICY

PURPOSE

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

OBJECTIVE

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

POLICY

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

GUIDELINES

Annexure A – Tree Planting

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

STATUTORY ENVIRONMENT


Local Government Act 1995

RURAL ROADSIDE TREE PLANTING POLICY



Record of Policy Review						
Version	Author	Council Adoption	Resolution	Reason for Review	Next Review Date	CEO Signature
01	Graeme Fardon	25/09/97	106-97/98	New Policy		
02	Graeme Fardon Allan Rourke	27/09/18	41-18/19	Policy Review Project – 5/09/2018		
03	Graeme Fardon	17/12/20	97-20/21	Biennial Policy Review – Minor Amendment	Dec 2022	
04	Sarah Caporn	15/12/22	143-22/23	Biennial Review – Minor Amendment	Dec 2024	

14.2 Town Treescape Policy - Biennial Review

Responsible Officer	Natalie Ness, Chief Executive Officer
Reporting Officer	Sarah Caporn, Executive Manager, Works & Services
Attachments	1. Town Treescape Policy ↓ 
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council endorse the review of the Town Treescape Policy.

IN BRIEF

The Town Treescape Policy was endorsed by Council in its current form at its Ordinary Council Meeting in December 2022.

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

No changes have been made to the existing policy.

MATTER FOR CONSIDERATION

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

No changes have been made to this policy as part of this review.

BACKGROUND

The purpose of this policy is to provide appropriate management of planted trees and shrubs along road reserves within the townsite to ensure any vegetation is both suitable for the conditions while maintaining public safety.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Town Treescape Policy

FINANCIAL IMPLICATIONS

Nil.

ALIGNMENT WITH STRATEGIC PRIORITIES

5.1 Governance & Leadership: Shire communication is consistent, engaging and responsive

- 5.2 Governance & Leadership:** Forward planning and implementation of plans to determine Strategic Plan and service levels
- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community
- 5.4 Governance & Leadership:** Implement systems and processes that meet legislative and audit obligations

CONSULTATION

Nil.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

- 1.3 Infrastructure and Operational Risks: Road Infrastructure and Maintenance

RISK ASSESSMENT

Financial	<p>Low</p> <p><i>There may be some financial liability if trees are mismanaged within the townsite due to their proximity to private property.</i></p>
Health	<p>High</p> <p><i>International standards recommend that people living in urban areas have a 3:30:300 goal – each window should see 3 x trees, each suburb should have 30% canopy cover, and each resident should live within 300m of a park. There are strong health benefits to maintaining and adding trees within the townscape.</i></p>
Reputation	<p>Medium</p> <p><i>Risk to Council’s reputation would occur if the Shire didn’t have a policy on management of townsite trees. It provides clear guidance on what should and should not occur within the crown land / verge between the road and private property as well as other Shire-managed sites in townsite.</i></p>
Operations	<p>Low</p> <p><i>Trees are an important part of the townsite amenity. Incorrect species or mismanagement of trees would have some operational impact.</i></p>
Natural Environment	<p>High</p> <p><i>Trees play an important role within a townsite and maintaining a strong tree canopy assists residents and natural environment with climate change and to stay cooler in hot summer months.</i></p>

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

COMMENT

Nil.

TOWN TREESCAPE POLICY



TOWN TREESCAPE POLICY

PURPOSE

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

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

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

OBJECTIVE

The objectives of this local Policy are to:

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

DEFINITIONS

Road Reserve

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

Landholders

The holder or proprietor of land.

Environmentally Sensitive Area

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

TOWN TREESCAPE POLICY



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

POLICY

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

GUIDELINES

Environmental Protection Act 1986

Environmental Protection (Clearing of Native Vegetation) Regulations 2004

Annexure A – Procedures.

STATUTORY ENVIRONMENT

Environmental Protection Act 1986

Environmental Protection (Clearing of Native Vegetation) Regulations 2004

Record of Policy Review						
Version	Author	Council Adoption	Resolution	Reason for Review	Next Review Date	CEO Signature
01	Graeme Fardon	25/11/10	100-10/11	New Policy		
02	Graeme Fardon Allan Rourke	20/12/18	115-18/19	<i>Policy Review Project 5/12/2018</i>		
03	Graeme Fardon	17/12/20	97-20/21	Biennial Policy Review - Minor Amendment	Dec 2022	
04	Nicole Gibbs Sarah Caporn	15/12/22	143-22/23	Biennial Policy Review - Minor Amendment	Dec 2024	

TOWN TREESCAPE POLICY



Annexure A

1. General Clearing Responsibilities for Council Employees

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

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

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

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

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

1.2 Clearing on a Public Roadside Facility

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

2. Existing Remnant Vegetation

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

TOWN TREESCAPE POLICY

**2.1 Existing Trees**

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

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

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

2.2 Refusal of Requests

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

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

2.3 Termites/Bees/Pests

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

2.4 Unique Environmental Values

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

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

TOWN TREESCAPE POLICY



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

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

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

3.1 New Trees

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

4. Locating Suitable Offset Areas

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

An offset area must:

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

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

Suggested offset planting locations include: -

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


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

TOWN TREESCAPE POLICY



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

14.3 Urban Crossover Policy - Biennial Review

Responsible Officer	Natalie Ness, Chief Executive Officer
Reporting Officer	Sarah Caporn, Executive Manager, Works & Services
Attachments	1. Urban Crossover Policy ↓ 
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council endorse the review of the Urban Crossover Policy.

IN BRIEF

The Urban Crossover Policy was endorsed by Council in its current form at its Ordinary Council Meeting in December 2022.

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

No changes have been made to the existing policy.

MATTER FOR CONSIDERATION

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

No changes have been made to this policy as part of this review.

BACKGROUND

The purpose of this policy is to provide appropriate standard for construction of crossovers within the Shire townsites for safe access of vehicles and/or pedestrians leaving or entering the road reserve as well as stormwater management. It also provides guidance on subsidy eligibility.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Urban Crossover Policy

FINANCIAL IMPLICATIONS

Nil.

ALIGNMENT WITH STRATEGIC PRIORITIES

5.1 Governance & Leadership: Shire communication is consistent, engaging and responsive

- 5.2 Governance & Leadership:** Forward planning and implementation of plans to determine Strategic Plan and service levels
- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community
- 5.4 Governance & Leadership:** Implement systems and processes that meet legislative and audit obligations

CONSULTATION

Nil.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

- 1.3 Infrastructure and Operational Risks: Road Infrastructure and Maintenance

RISK ASSESSMENT

RISK ASSESSMENT	
Financial	Low <i>A subsidy of \$300 is offered for residential crossovers when landowners initially upgrade from gravel to bitumen, concrete or brick paving.</i>
Health	Low <i>Poorly constructed or maintained crossovers may pose a health risk for pedestrian access.</i>
Reputation	Low <i>Standardising crossovers across the townsites is the main objective of this policy so there is minimal reputational risk to the Shire.</i>
Operations	Low <i>Crossovers have minimal impact to the Shire’s operations.</i>
Natural Environment	Not applicable

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

COMMENT

Nil.

URBAN CROSSOVER POLICY



URBAN CROSSOVER POLICY

PURPOSE

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

OBJECTIVE

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

POLICY

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

GUIDELINES

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

Annexure A – Specifications for Crossovers.

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 9.1 (7)

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

URBAN CROSSOVER POLICY



Record of Policy Review						
Version	Author	Council Adoption	Resolution	Reason for Review	Next Review Date	CEO Signature
01	Graeme Fardon	25/06/09	333-08/09	New Policy		
02	Graeme Fardon Allan Rourke	27/09/18	41-18/19	Policy Review Project – 5/09/2018		
03	Graeme Fardon	17/12/20	97-20/21	Biennial Policy Review – Minor Amendment	Dec 22	
04	Nicole Gibbs Sarah Caporn	15/12/22	143-22/23	Biennial Policy Review – Minor Amendment	Dec 24	

URBAN CROSSOVER POLICY

**Annexure A – Specification for Crossovers**

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

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

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

Concrete

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

Bitumen

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

Brick paving

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

1. Levels

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

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

2. Dimension

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

Any variance to these dimensions is by Council approval only.

URBAN CROSSOVER POLICY

**3. Costs for Construction**

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

4. Total Cost of Construction – Additional Crossover

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

5. Crossing Repairs

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

6. Subsidy for Residential Crossovers Upgrade

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

14.4 Verge Improvement Policy - Biennial Review

Responsible Officer	Natalie Ness, Chief Executive Officer
Reporting Officer	Sarah Caporn, Executive Manager, Works & Services
Attachments	1. Verge Improvement Policy ↓ 
Voting Requirements	Simple Majority
Disclosure of Interest	Reporting Officer: Nil Responsible Officer: Nil

OFFICER RECOMMENDATION

That Council endorse the review of the Verge Improvement Policy.

IN BRIEF

The Verge Improvement Policy was endorsed by Council in its current form at its Ordinary Council Meeting in December 2022.

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

No changes have been made to the existing policy.

MATTER FOR CONSIDERATION

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

No changes have been made to this policy as part of this review.

BACKGROUND

The verge is the portion of land between the road and each property boundary. Road reserves (this includes the verge) are crown land and not owned by the Shire. However, under the *Local Government Act 1995*, they are vested to the Shire so local governments do have responsibility for the care, control, and management of public land.

Having the responsibility for the management of verges does not mean that the Shire is required to undertake all works that might be requested. Council needs to consider the balance between those key activities staff undertake within the verge and the associated cost to ratepayers.

Shire works tend to be restricted to essential areas such as public safety and infrastructure maintenance and landowners are encouraged to maintain and beautify the crown land strip in front of their property.

The purpose of this policy is to provide the scope of activities in the road verge and to clarify property owners' requirements in relation to improvements and maintenance of this public land.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Verge Improvement Policy

FINANCIAL IMPLICATIONS

Nil.

ALIGNMENT WITH STRATEGIC PRIORITIES

- 5.1 Governance & Leadership:** Shire communication is consistent, engaging and responsive
- 5.2 Governance & Leadership:** Forward planning and implementation of plans to determine Strategic Plan and service levels
- 5.4 Governance & Leadership:** Implement systems and processes that meet legislative and audit obligations
- 5.3 Governance & Leadership:** Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community

CONSULTATION

Nil.

RISK MANAGEMENT PRIORITIES

This report addresses the following identified Strategic Risk Management Priorities:

- 1.3 Infrastructure and Operational Risks: Road Infrastructure and Maintenance

RISK ASSESSMENT

RISK ASSESSMENT	
Financial	Low <i>Shire works are prioritised to maintenance of key infrastructure and public safety so financial risks are minimised for rate payers.</i>
Health	Not applicable
Reputation	Low <i>Having a policy to standardise verge treatments provides minimal reputational risk to the Shire.</i>
Operations	Low <i>As above for Financial Risks.</i>
Natural Environment	Low <i>Property owners are encouraged to beautify their verges if desired within the provided conditions.</i>

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

COMMENT

Nil.

VERGE IMPROVEMENT POLICY



VERGE IMPROVEMENT POLICY

PURPOSE

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

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

OBJECTIVE

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

POLICY

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

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

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

GUIDELINES

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

Annexure A – Verge Treatment & Maintenance

STATUTORY ENVIRONMENT

Local Government Act 1995

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

VERGE IMPROVEMENT POLICY



Record of Policy Review						
Version	Author	Council Adoption	Resolution	Reason for Review	Next Review Date	CEO Signature
01	JA Martin	15/10/92	189/93	New Policy		
02	Graeme Fardon Allan Rourke	27/09/18	41-18/19	<i>Policy Review Project – 7/09/2018</i>		
03	Graeme Fardon	17/12/20	97-20/21	Biennial Policy Review	Dec 2022	
04	Nicole Gibbs Sarah Caporn	15/12/2022	143-22/23	Biennial Policy Review	Dec 2024	

VERGE IMPROVEMENT POLICY

**Annexure A – Verge Treatment & Maintenance**

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

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

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

The following general conditions apply for verge improvements: -

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

ITEM 15 MATTERS FOR CONSIDERATION - WORK, HEALTH & SAFETY

No matters for consideration

ITEM 16 URGENT COUNCILLOR'S BUSINESS

ITEM 17 CONFIDENTIAL ITEMS

No matters for consideration

ITEM 18 NEXT MEETING DATE

The next Ordinary Council Meeting is scheduled to take place on Thursday 27 February 2025 commencing at 2.00pm in the Council Chambers, 10 Jennaberring Road, Quairading, WA.

ITEM 19 CLOSURE

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