



PUBLIC ATTACHMENTS

Ordinary Council Meeting

26 April 2023

PUBLIC ATTACHMENTS

Serial	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
1	EFT11871 98	02/03/2023 21/02/2023	Bolgart Hotel	Staff accommodation weekly- Building Officer Staff accommodation weekly- Building Officer	\$ 350.00	\$ 350.00	L	
2	EFT11872 763	02/03/2023 28/02/2023	Conway Highbury	Professional services - Review rating report and rating strategy discussion paper and Bush Fire Brigade matters - February 2023 Professional services - Review rating report and rating strategy discussion paper, and Bush Fire Brigade Matters - February 2023	\$ 3,191.47	\$ 3,191.47		
3	EFT11873 145	02/03/2023 23/02/2023	DKM Workplace Solutions Pty Ltd	Workplace support services - CEO Employment Workplace support services - CEO Employment	\$ 275.00	\$ 275.00		
4	EFT11874 2223018	02/03/2023 28/02/2023	Dallywater Consulting	Environmental Health Officer Services February 2023 Environmental Health Officer Services February 2023	\$ 5,302.92	\$ 5,302.92		
5	EFT11875 1112022 7246	02/03/2023 01/01/2023 22/02/2023	Fraser Onsite	Purchased trailer, and repairs and maintenance of plant & equipment Depot - purchased John Papas trailer Depot - repairs and maintenance of various plant and equipment - Excavator, Roller, Bobcat, Loader, Grader, Trucks	\$ 11,220.00 \$ 34,887.44	\$ 46,107.44		
6	EFT11876 898	02/03/2023 28/02/2023	Goldfields Record Storage	Records Management - Archive Boxes storage - January 2023 Records Management - Archive Boxes storage - January 2023	\$ 19.44	\$ 19.44		
7	EFT11877 333 332	02/03/2023 28/02/2023 28/02/2023	Mortlock Electrical Pty Ltd	Installation of generator changeover switch and power points: Parker Rd Bore Pump - supplied and installed generator change over switch Shire's Office - supplied and installed indoor power point and outdoor weather proof power point.	\$ 1,662.34 \$ 565.82	\$ 2,228.16		
8	EFT11878 47	02/03/2023 27/02/2023	Steptoe & Wife Scrap Metal Recycling (Newins	Calingiri/Bolgart Refuse Site Management - 20/02/2023 to Calingiri/Bolgart Refuse Site Management - 20/02/2023 to 12/03/2023	\$ 2,961.54 \$ 2,961.54	\$ 2,961.54	L	
9	EFT11879 93352 93354 96058	02/03/2023 19/12/2022 19/12/2022 22/02/2023	The Farmco / Yerecoin Traders	Meetings Consumables Council meeting - 14 December 2022 catering Office meeting - 19 December 2022 catering Council Meeting - 22 February 2023 catering	\$ 442.00 \$ 368.00 \$ 372.00	\$ 1,182.00	L	
10	EFT11880 341	02/03/2023 26/02/2023	Team Global Express (Previously Toll Ipec Courier	Freight Charges - week ending 14/02/2023 Freight Charges - week ending 14/02/2023	\$ 25.29 \$ 25.29	\$ 25.29		
11	EFT11881 2683066	10/03/2023 02/02/2023	AFGR1 Equipment Australia Pty Ltd	Depot - Bobcat - replaced hydraulic hose Depot - Bobcat - replaced hydraulic hose	\$ 110.26 \$ 110.26	\$ 110.26		
12	EFT11882 93535	10/03/2023 28/02/2023	Ampac Debt Recovery (wa) Pty Ltd	Rates Debt Recovery commissions and costs- February 2023 Rates Debt Recovery commissions and costs - February 2023	\$ 7,499.52 \$ 7,499.52	\$ 7,499.52		
13	EFT11883 1012244930	10/03/2023 03/03/2023	Australia Post	Postal Charges - February 2023 Postal Charges - February 2023	\$ 257.96 \$ 257.96	\$ 257.96		
14	EFT11884 4329	10/03/2023 04/03/2023	Exurban Rural and Regional Planning	Town Planning Consultancy Services - February 2023 Town Planning Consultancy Services - February 2023	\$ 5,250.53 \$ 5,250.53	\$ 5,250.53		
15	EFT11885 651	10/03/2023 03/03/2023	KA Tyres & Battery's	Depot - Bobcat trailer - repairs of tyres Depot - Bobcat - replaced hydraulic hose	\$ 45.00 \$ 45.00	\$ 45.00	L	2

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Shire of Victoria Plains 26 April 2023 Ordinary Council Meeting								
16	EFT11886 26948	10/03/2023 18/10/2022	LFA First Response	First aid supplies First aid supplies	\$ 486.50	\$ 486.50		
17	EFT11887 22101 22112	10/03/2023 31/12/2022 28/02/2023	LG Best Practices	Rates Services and trainings/mentoring Rates services - December invoice gst adjustment Rates services, rates training and mentoring	\$ 1,575.00 \$ 5,280.00	\$ 6,855.00		
18	EFT11888 997	10/03/2023 27/02/2023	Mid Coast Civil Pty Ltd	Yerecoin - Installed Inspection pits Yerecoin - Installed Inspection pits	\$ 54,725.00	\$ 54,725.00		F
19	EFT11889 44	10/03/2023 08/03/2023	Murchison Midwest Consultancy Services	Contract Supervisor / Works Manager - February 2023 Contract Supervisor / Works Manager - February 2023	\$ 10,440.00	\$ 10,440.00		
20	EFT11890 140551	10/03/2023 27/02/2023	Northam Mazda	Depot - Mazda BT-50 Dual - vehicle and safety services Depot - Mazda BT-50 Dual - vehicle and safety services	\$ 475.98	\$ 475.98		
21	EFT11891 605565919 605570416 606286011	10/03/2023 25/01/2023 25/01/2023 27/02/2023	Officeworks	Admin- Water, stationary, tissues, gladwrap, alfoil, A3 Paper. Tables for the community functions Admin - office supplies Admin - office stationery and water bottles	\$ 201.40 \$ 252.00 \$ 366.94	\$ 820.34		
22	EFT11892 4471	10/03/2023 23/02/2023	RSM Australia Pty Ltd (atf Birdanco Practice Trust)	Accounting Services Contractor - February 2023 Accounting Services Contractor - February 2023	\$ 8,330.93	\$ 8,330.93		
23	EFT11893 809746696	10/03/2023 15/02/2023	Australian Community Media	Wongan Hills phone directory 3 pages Wongan Hills phone directory 3 pages	\$ 262.00	\$ 262.00		
24	EFT11894 971	10/03/2023 27/02/2023	Shane T Smith Contracting Pty Ltd	Calingiri Cemetry - Dig 2 graves & backfill Calingiri Cemetry - Dig 2 graves & backfill	\$ 1,716.00	\$ 1,716.00		
25	EFT11895 3667269 3672352	10/03/2023 02/02/2023 09/02/2023	Stewart & Heaton Clothing Co Pty Ltd	Bush Fire Brigade uniforms Bush Fire Brigade uniforms Bush Fire Brigade uniforms	\$ 533.96 \$ 308.06	\$ 842.02		
26	EFT11896 96402	10/03/2023 07/03/2023	The Farmco / Yerecoin Traders	Grants Commission Hearing - 2 March 2023 catering Grants Commission Hearing - 2 March 2023 catering	\$ 120.00	\$ 120.00	L	
27	EFT11897 342	10/03/2023 05/03/2023	Team Global Expres (Previously Toll Ipec Courier)	Freight Charges - 17/02/2023 & 21/02/2023 Freight Charges - 17/02/2023 & 21/02/2023	\$ 117.27	\$ 117.27		
28	EFT11898 54863	16/03/2023 24/02/2023	Avon Waste	Rubbish Collection - to 15/03/2023 Rubbish Collection - to 15/03/2023	\$ 1,810.83	\$ 1,810.83		
29	EFT11899 4033390638	16/03/2023 26/02/2023	BOC Limited	Monthly gas container service - Oxygen Industrial, Dissolved Acetylene, Oxygen Medical - February 2023 Monthly gas container service - Oxygen Industrial, Dissolved Acetylene, Oxygen Medical - February 2023	\$ 40.21	\$ 40.21		
30	EFT11900 7386	16/03/2023 28/02/2023	Biomax Wastewater Recycling Systems	Bolgart Aged Care - wastewater innspection February 2023 and replacement faulty blower on system to complete servicing Bolgart Aged Care - wastewater innspection February 2023 and replacement faulty blower on system to complete servicing	\$ 1,517.50	\$ 1,517.50		
31	EFT11901 102	16/03/2023 15/03/2023	Bolgart Hotel	Staff weekly accomodation - Building Officer Staff weekly accomodation - Building Officer	\$ 700.00	\$ 700.00	L	
32	EFT11902 FEB2023	16/03/2023 22/02/2023	Bolgart Rural Merchandise	Depot - Minor Supplies - fuel, glyphosate, boots and dust masks Depot - Minor Supplies - fuel, glyphosate, boots and dust masks	\$ 1,024.76	\$ 1,024.76	L	

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Shire of Victoria Plains Ordinary Council Meeting 26 April 2023								
33	EFT11903 50071 50079	16/03/2023 07/03/2023 14/03/2023	Calingiri Auto Centre (The Trustee for R J Glass Family Trust) t/as	Repairs of plant and vehicle: Depot - Bobcat - swapped brushes over on sweeper Depot - Mazda BT50 Freestyle cab - repaired nudge bar support bracket	\$ \$ \$	1,057.65 352.55 705.10	L	
34	EFT11904 2223019	16/03/2023 15/03/2023	Dallywater Consulting	Environmental Health Officer Services to 15/03/2023 Environmental Health Officer Services to 15/03/2023	\$ \$	8,014.09 8,014.09		
35	EFT11905 38530	16/03/2023 02/03/2023	Direction Design Print	Admin Office - DL Peel N Seal window faced envelopes Admin Office - DL Peel N Seal window faced envelopes	\$ \$	535.00 535.00		
36	EFT11906 849702	16/03/2023 08/03/2023	Dun Direct Pty Ltd	Depot Fuel Supplies - March 2023 Depot Fuel Supplies - March 2023	\$ \$	14,326.03 14,326.03		
37	EFT11907 1925	16/03/2023 01/12/2022	EMERG Solutions Pty Ltd	BART Direct Sms Numbers Annual Fee - 5x Shire Appliance Tablets. BART Direct Sms Numbers Annual Fee. 5x Shire Appliance Tablets.	\$ \$	750.00 750.00		
38	EFT11908 925	16/03/2023 10/03/2023	Goldfields Record Storage	Records Management - Archive Boxes - 19 boxes returned - February 2023 (Final Invoice) Records Management - Archive Boxes - 19 boxes returned - February 2023 (Final Invoice)	\$ \$	249.55 249.55		
39	EFT11909 478 482 483	16/03/2023 02/03/2023 15/03/2023 22/03/2023	Greg Alan Electrical Airconditioning & Refrigeration	Lighting repairs: Mogumber Hall - Toilets - repairs to Lighting Aged units Calingiri - patio lighting repairs Yerecoin Tennis Court - repaired lights	\$ \$ \$	1,356.00 826.00 311.30	L	F
40	EFT11910 656	16/03/2023 12/03/2023	KA Tyres & Battery's	Depot - Mazda BT50 tyre repairs Depot - Mazda BT50 tyre repairs	\$ \$	45.00 45.00	L	
41	EFT11911 27751 28687	16/03/2023 24/11/2022 31/01/2023	LFA First Response	Community Emergency Services - First aid Supplies First aid supplies - Ice pack large First aid supplies - Epipen Junior injector	\$ \$ \$	202.27 80.77 121.50		
42	EFT11912 142	16/03/2023 13/03/2023	Lockies Fencing (LR & NJ McInnes T/as)	Supplied & installed fencing for Mogumber Rubbish tip Supplied & installed fencing for Mogumber Rubbish tip	\$ \$	18,150.00 18,150.00		
43	EFT11913 571	16/03/2023 02/03/2023	Malts Contracting	Office Administration - cleaning services - February 2023 Office Administration - cleaning services - February 2023	\$ \$	3,600.00 3,600.00		
44	EFT11914 REIMBURSEMENT15032	16/03/2023 15/03/2023	Marelda Kelly	Gillingarra Pump Repairs - Reimbursement Gillingarra Pump Repairs - Reimbursement	\$ \$	1,799.36 1,799.36	L	
45	EFT11915 30	16/03/2023 09/03/2023	Mogumber & Districts Progress Association	Mogumber Hall & Grounds - Cleaning / Rubbish Removal - 26 weeks (02/07/2022 to 30/12/2022) Mogumber Hall & Grounds - Cleaning / Rubbish Removal - 26 weeks (02/07/2022 to 30/12/2022)	\$ \$	1,427.31 1,427.31	L	
46	EFT11916 140340	16/03/2023 08/02/2023	Northam Mazda	Depot Mazda BT50 Freestyle cab- supplied & fitted towbar (no electric brakes) & seat covers Depot Mazda BT-50 Freestyle cab - supplied & fitted towbar (no electric brakes) & seat covers	\$ \$	2,438.84 2,438.84		
47	EFT11917 478 3 7	16/03/2023 28/02/2023 28/02/2023 28/02/2023	Rajaford Pty Ltd (Calingiri Traders)	Toyota RAV4 - Monthly purchases of unleaded fuel. - February 2023 Unleaded fuel for RAV 4 - Admin Admin - monthly minor purchase - office supplies Depot - monthly minor purchase - maintenance/repairs items and office supplies	\$ \$ \$ \$	261.28 417.14 1,153.46	L	

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				Shire of Victoria Plains 26 April 2023 Ordinary Council Meeting				
48	EFT11918 1045	16/03/2023 15/03/2023	SF Fitzgerald Plumbing & Gas	Supply and install Hot water system - 16 Yulgering rd Repair water		\$ 2,944.40	L	
	1046	15/03/2023		Staff housing 16 Yulgering Rd - removed existing hot water system and replaced with new, and adjusted float valve in ensuite toilet	\$ 1,467.65			
	1044	15/03/2023		Football oval - repaired water leak in garden on copper pipe at entrance	\$ 235.90			
	1047	16/03/2023		Calingiri Fire Shed - removed existing hot water heater and replaced with new, and installed tempering valve	\$ 995.45			
				Staff housing 16 Yulgering Rd - repaired water leak at water meter	\$ 245.40			
49	EFT11919 48	16/03/2023 13/03/2023	Steptoe & Wife Scrap Metal Recycling (Newins Family Trust T/as)	Calingiri/Bolgart Refuse Sites Management - 06/03/2023 to 19/03/2023		\$ 2,961.54	L	
				Calingiri/Bolgart Refuse Sites Management - 06/03/2023 to 19/03/2023	\$ 2,961.54			
50	EFT11920 96854	16/03/2023 15/03/2023	The Farmco / Yerecoin Traders	Admin - flyer drop into mailboxes		\$ 11.00	L	
				Admin - flyer drop into mailboxes	\$ 11.00			
51	EFT11921 45	16/03/2023 13/03/2023	Thomas Culverwell	Gillingarra Hall - Cleaning - 20/02/2023 to 17/03/2023		\$ 300.00	L	
				Gillingarra Hall - Cleaning - 20/02/2023 to 17/03/2023	\$ 300.00			
52	EFT11922 4889	23/03/2023 20/03/2023	Avon Valley Windscreens	Depot Ford Ranger - supplied & installed windscreen		\$ 1,382.70		
				Depot Ford Ranger - supplied & installed windscreen	\$ 1,382.70			
53	EFT11923 4339	23/03/2023 15/03/2023	Future Security WA Pty Ltd	Removed money clip and cable from draw, and removed input out of programming, changed CCTV Users, and installed new passwords.		\$ 319.00		
				Removed money clip and cable from draw, and removed input out of programming, changed CCTV Users, and installed new passwords.	\$ 319.00			
54	EFT11924 487	23/03/2023 17/03/2023	Greg Alan Electrical Airconditioning & Refrigeration (Pithara Electrical Pty Ltd)	Admin Office - supplied and installed an exhaust fan in the ladies toilets		\$ 367.00	L	
				Admin Office - supplied and installed an exhaust fan in the ladies toilets	\$ 367.00			
55	EFT11925 1	23/03/2023 07/03/2023	Hyatt Concrete	Old Plains Road culvert extension		\$ 12,000.00		
				Old Plains Road culvert extension	\$ 12,000.00			
56	EFT11926 11413	23/03/2023 14/02/2023	Market Creations Agency Pty Ltd	Admin - purchased of 10 additional support hours		\$ 1,540.00		
				Admin - purchased of 10 additional support hours	\$ 1,540.00			
57	EFT11927 2794	23/03/2023 16/03/2023	Morris Pest & Weed Control Pty Ltd	Calingiri Aged Care - treatment of ants		\$ 1,255.49		
				Calingiri Aged Care - treatment of ants	\$ 1,255.49			
58	EFT11928 351	23/03/2023 20/03/2023	Mortlock Electrical Pty Ltd	Staff housing - 13 Lambert Cres. - supplied and installed new undermount rangehood to replace existing failed rangehood		\$ 1,873.30		
				Staff housing - 13 Lambert Cres. - supplied and installed new undermount rangehood to replace existing failed rangehood	\$ 1,873.30			
59	EFT11929 96875 96880	23/03/2023 16/03/2023 16/03/2023	The Farmco / Yerecoin Traders	Catering services:		\$ 961.80	L	
				Audit committee meeting - 16 March 2023	\$ 66.00			
				Depot - Staff training 13 - 16 March 2023	\$ 895.80			
60	EFT11930 T28	23/03/2023 21/03/2023	Tracey Glass	Gym bond refund		\$ 25.00	L	
				Gym bond refund	\$ 25.00			
61	EFT11931 24881	23/03/2023 28/02/2023	Wallis Computer Solutions	IT Support - March 2023		\$ 462.00		
				IT Support - March 2023	\$ 462.00			
62	EFT11932 3916	23/03/2023 16/03/2023	Western Automate (Corr Family Trust t/as)	Remote controls for Works Depot Security gate		\$ 1,890.00		
				Remote controls for Works Depot Security gate	\$ 1,890.00			
63	EFT11933 379239	23/03/2023 01/03/2023	Wongan Hills Hardware	Yerecoin Fire Truck - vehicle repairs		\$ 189.13	L	5
				Yerecoin Fire Truck - vehicle repairs	\$ 189.13			

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Shire of Victoria Plains Ordinary Council Meeting 26 April 2023								
64	EFT11934 1121	31/03/2023 09/03/2023	ACCWEST Pty Ltd	Consultancy fees - Long Term Financial Plan Consultancy fees - Long Term Financial Plan	\$ 8,580.00	\$ 8,580.00		
65	EFT11935 3141327	31/03/2023 15/03/2023	ARM Security	Alarm monitoring charges 1 April 2023 to 30 June 2023 Alarm monitoring charges 1 April 2023 to 30 June 2023	\$ 225.45	\$ 225.45		
66	EFT11936 DEDUCTION DEDUCTION DEDUCTION	31/03/2023 01/03/2023 15/03/2023 29/03/2023	Australian Service Union WA	Payroll deductions - Union Fees Payroll deductions - PE 01/03/23 Payroll deductions - PE 15/03/23 Payroll deductions - PE 29/03/23	\$ 49.80 \$ 25.90 \$ 25.90	\$ 101.60		
67	EFT11937 DEDUCTION DEDUCTION DEDUCTION DEDUCTION DEDUCTION DEDUCTION	31/03/2023 01/03/2023 01/03/2023 15/03/2023 15/03/2023 29/03/2023 29/03/2023	Australian Taxation Office	Payroll deductions - Tax Payroll deductions - PE 01/03/23 Payroll deductions - PE 01/03/23 Payroll deductions - PE 15/03/23 Payroll deductions - PE 15/03/23 Payroll deductions - PE 29/03/23 Payroll deductions - PE 29/03/23	\$ 46,392.00 \$ 15,400.00 \$ 50.00 \$ 15,414.00 \$ 50.00 \$ 15,428.00 \$ 50.00	\$ 46,392.00		
68	EFT11938 1054266	31/03/2023 20/03/2023	Autopro Northam	Depot - 2 x 340kg Straight Aluminium Loading Ramps Depot - 2 x 340kg Straight Aluminium Loading Ramps	\$ 258.00	\$ 258.00		
69	EFT11939 55256	31/03/2023 10/03/2023	Avon Waste	Rubbish Collection General - to 1st March 2023 Rubbish Collection General - to 1st March 2023	\$ 2,508.21	\$ 2,508.21		
70	EFT11940 546814	31/03/2023 01/03/2023	Bigmate Monitoring Services Pty Ltd	GPS Monitoring - March 2023 GPS Monitoring - March 2023	\$ 484.00	\$ 484.00		
71	EFT11941 221085	31/03/2023 09/03/2023	Bunnings Group Ltd	Depot - Fertilizer garden Dynamic Lifter 25kg Depot - Fertilizer garden Dynamic Lifter 25kg	\$ 63.40	\$ 63.40		
72	EFT11942 1197	31/03/2023 03/03/2023	Bushfire Risk Solutions Pty Ltd.	Community Emergency Services - purchased PAX-PLAN multi organiser (red) Community Emergency Services - purchased PAX-PLAN multi organiser (red)	\$ 450.12	\$ 450.12		
73	EFT11943 DEDUCTION DEDUCTION	31/03/2023 01/03/2023 15/03/2023	Child Support Agency	Payroll deductions Payroll deductions - PE 01/03/23 Payroll deductions - PE 15/03/23	\$ 49.21 \$ 49.21	\$ 98.42		
74	EFT11944 215471 215472	31/03/2023 18/03/2023 18/03/2023	Country Copiers	Copier Services Fees: Admin - copier service fees - 1/12/2022 to 18/03/2023 Depot - copier service fees - 10/05/2022 to 18/03/2023	\$ 3,245.42 \$ 679.06	\$ 3,924.48		
75	EFT11945 QTR-32023	31/03/2023 21/03/2023	Cr David Lovelock	Councillor meeting fee and commication allowance - January 2023 to March 2023 Councillor meeting fee and commication allowance - January 2023 to March 2023	\$ 2,125.00	\$ 2,125.00	L	
76	EFT11946 QTR-32023	31/03/2023 21/03/2023	Cr Gary O'Brien	Councillor meeting fee and commication allowance - January 2023 to March 2023 Councillor meeting fee and commication allowance - January 2023 to March 2023	\$ 2,125.00	\$ 2,125.00	L	
77	EFT11947 QTR-32023	31/03/2023 21/03/2023	Cr Jim Kelly	Councillor meeting fee and commication allowance - January 2023 to March 2023 Councillor meeting fee and commication allowance - January 2023 to March 2023	\$ 2,125.00	\$ 2,125.00	L	

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	Shire of Victoria Plains			Ordinary Council Meeting 26 April 2023				
78	EFT11948 QTR-32023	31/03/2023 21/03/2023	Cr Neville Clarke	Councillor meeting fee, communication allowance and deputy president allowance - January 2023 to March 2023 Councillor meeting fee, communication allowance and deputy president allowance - January 2023 to March 2023	\$ 2,750.00 \$ 2,750.00	\$ 2,750.00	L	
79	EFT11949 QTR-32023	31/03/2023 21/03/2023	Cr Pauline Bantock	Councillor meeting fee, communication allowance and president allowance - January 2023 to March 2023 Councillor meeting fee, communication allowance and president allowance - January 2023 to March 2023	\$ 4,625.00 \$ 4,625.00	\$ 4,625.00	L	
80	EFT11950 QTR-32023	31/03/2023 21/03/2023	Cr Stephanie Penn	Councillor meeting fee and commication allowance - January 2023 to March 2023 Councillor meeting fee and commication allowance - January 2023 to March 2023	\$ 2,125.00 \$ 2,125.00	\$ 2,125.00	L	
81	EFT11951 QTR-32023	31/03/2023 21/03/2023	Cr Suzanne Woods	Councillor meeting fee and commication allowance - January 2023 to March 2023 Councillor meeting fee and commication allowance - January 2023 to March 2023	\$ 2,125.00 \$ 2,125.00	\$ 2,125.00	L	
82	EFT11952 2223020	31/03/2023 30/03/2023	Dallywater Consulting	Environmental Health Officer Services - 16th to 30 March 2023 Environmental Health Officer Services - 16th to 30 March 2023	\$ 7,923.52 \$ 7,923.52	\$ 7,923.52		
83	EFT11953 61100	31/03/2023 28/02/2023	Digga West & Earthparts WA	Depot - Bobcat Track loader - maintenance and repair supplies Depot - Bobcat Track loader - maintenance and repair supplies	\$ 2,035.44 \$ 2,035.44	\$ 2,035.44		
84	EFT11954 17360288	31/03/2023 21/02/2023	Fulton Hogan Industries Pty Ltd	Depot - purchased Cold Mix for patching road potholes Depot - purchased Cold Mix for patching road potholes	\$ 1,100.92 \$ 1,100.92	\$ 1,100.92		
85	EFT11955 1766 48097	31/03/2023 20/02/2023 20/03/2023	Hersey's Safety Pty Ltd	Depot - staff safety glass and maintenance supplies Depot - Anti Fog safety glass for staff Depot - maintenance supplies - grease nipple kit, host tails, and tyre	\$ 514.47 \$ 139.92 \$ 374.55	\$ 514.47		
86	EFT11956 2	31/03/2023 27/03/2023	Hyatt Concrete	Works - labour and machine hire for 2 side entry pits for Milner Street, Yerecoin, and concrete site entry frame and lid Works - labour and machine hire for 2 side entry pits for Milner Street, Yerecoin, and concrete site entry frame and lid	\$ 5,262.00 \$ 5,262.00	\$ 5,262.00		
87	EFT11957 13512	31/03/2023 23/02/2023	Interfire Agencies Pty Ltd	Depot - Mazda BT50 Freestyle - mounted and installed lights Depot - Mazda BT50 Freestyle - mounted and installed lights	\$ 3,762.00 \$ 3,762.00	\$ 3,762.00		
88	EFT11958 676 678 681 680	31/03/2023 26/03/2023 26/03/2023 28/03/2023 28/03/2023	KA Tyres & Battery's	Purchases for vehicles and safety services: Depot - Mazda BT50 Dual - supplied and fitted tyres Toyota Hilux - vehicle and safety service Depot - 2 Twin Pack UHF Radios Depot - Holden Colorado vehicle and safety service	\$ 3,497.93 \$ 1,320.00 \$ 553.95 \$ 1,098.00 \$ 525.98	\$ 3,497.93	L	
88	EFT11959 63	31/03/2023 27/03/2023	Kimberley Boulton	Records and Information Management Services - March 2023 Records and Information Management Services - March 2023	\$ 770.00 \$ 770.00	\$ 770.00		
89	EFT11960 832	31/03/2023 14/03/2023	Moore Catchment Council Inc	Annual Donation to Moore Catchment Council Annual Donation to Moore Catchment Council	\$ 1,100.00 \$ 1,100.00	\$ 1,100.00		
89	EFT11961 50370	31/03/2023 22/03/2023	New Norcia Services	Council meeting and briefing -13 March 2023 & 22 March 2023 Council meeting and briefing -13 March 2023 & 22 March 2023	\$ 825.00 \$ 825.00	\$ 825.00	L	
90	EFT11962 606339328 606671683	31/03/2023 03/03/2023 22/03/2023	Officeworks	Admin - Office supplies Admin - printing ink Admn - office supplies	\$ 308.31 \$ 113.20 \$ 195.11	\$ 308.31		
91	EFT11963	31/03/2023		Cancelled				7

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Ordinary Council Meeting 26 April 2023								
92	Shire of Victoria Plains EFT11964	31/03/2023	Steptoe & Wife Scrap Metal Recycling (Newins Family Trust T/as)	Calingiri & Bolgart Refuse Site Management - 20/03/2023 to 02/04/2023		\$ 2,961.54	L	
	49	27/03/2023		Calingiri & Bolgart Refuse Site Management - 20/03/2023 to 02/04/2023	\$ 2,961.54			
93	EFT11965 3671618	31/03/2023 08/02/2023	Stewart & Heaton Clothing Co Pty Ltd	Bush Fire Brigade uniforms		\$ 102.69		F
				Bush Fire Brigade uniforms	\$ 102.69			
94	EFT11966	31/03/2023	The Farmco / Yerecoin Traders	Catering for Bushfire Safety Awareness and Firefighting Skills 25-26 March 2023		\$ 440.00		F
	97317	27/03/2023		Catering for Bushfire Safety Awareness and Firefighting Skills 25-26 March 2023	\$ 440.00			
95	EFT11967 6085	31/03/2023 28/03/2023	Tool Kit Depot (Bunnings Group Ltd)	Tools for the Depot - Kincrome KIK1509 toolkit, Kincrome KIK1340ADT Chest Kits, Milwaukee 3/4 drive impact wrench		\$ 5,239.15		
				Tools for the Depot - Kincrome KIK1509 toolkit, Kincrome KIK1340ADT Chest Kits, Milwaukee 3/4 drive impact wrench	\$ 5,239.15			
96	EFT11968	31/03/2023	Rural Infrastructure Services	Extension of project management services (RFQ2022 KB03) - February 2023		\$ 7,960.10		
	1111	01/03/2023		Extension of project management services (RFQ2022 KB03) - February 2023	\$ 7,960.10			
EFT Totals					\$ 375,382.26	\$ 375,382.26		

97	12578	22/03/2023	Shire of Victoria Plains - Please Pay to Cash	Petty Cash recoupment and additional cash float		\$ 471.80		
	PETTYCASH03032023	03/03/2023		Recoupment	\$ 361.80			
	FLOAT16032023	16/03/2023		Additional cash float - front counter	\$ 110.00			
Cheque Totals					\$ 471.80	\$ 471.80		

98	DD13982.1	14/03/2023	Shire of Victoria Plains - credit card			\$ 7,897.79		
		03/02/2023	SP Genworks Australia	Portable Diesel Generator 8kVA 3 phase - Bolgart Tip	\$ 2,607.45			
				Portable Diesel Generator 8kVA 3 phase - Calingiri Tip	\$ 2,607.45			
				Portable Diesel Generator 8kVA 3 phase - CEO's House	\$ 2,607.45			
		15/02/2023	LG Managers Australia	Online training-"Working cohesively in a hybrid environment" - cancelled/refunded	-\$ 95.00			
		24/02/2023	Readdle Inc	Subscription monthly renewal for 22 January 2023 til 23 February	\$ 161.59			
		24/02/2023	Bendigo Bank	International transaction fee - Readdle Inc	\$ 4.85			
		27/02/2023	Bendigo Bank	Card Fee - February 2023	\$ 4.00			
99	DD13982.1	01/02/2023	Shire of Goomalling	Plate Change	\$ 37.00			
		01/02/2023	Shire of Goomalling	Plate Change	\$ 37.00			
		01/02/2023	Shire of Goomalling	Plate Remake	\$ 44.50			
		01/02/2023	Shire of Goomalling	Plate Remake	\$ 44.50			
		01/02/2023	Shire of Goomalling	Plate Remake	\$ 44.50			
		08/02/2023	Mitre 10	Keys Cut	\$ 10.00			
		10/02/2023	Shire of Goomalling	Plate Change	\$ 37.00			
		11/02/2023	Shire of Wongan Ballidu	New Trailer Licence	\$ 55.35			F
		17/02/2023	Shire of Goomalling	Plate remake	\$ 44.50			F
		26/02/2023	Perth Convention Centre	Budget Workshop Parking	\$ 24.23			F
		26/02/2023	United Fuel	Fuel - Toyota RAV4	\$ 54.84			F

Serial	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
	Shire of Victoria Plains			Ordinary Council Meeting 26 April 2023				
		28/02/2023	AHRI	HR Course	\$ 396.00			
		27/02/2023	Bendigo Bank	Bank fees	\$ 4.00			
100	DD13982.1		Shire of Victoria Plains - credit card			\$ 317.00		
		01/02/2023	Starlink Internet	Calingiri BFB Internet 31/12	\$ 139.00			F
		14/02/2023	Starlink Internet	Calingiri BFB Internet 17/01	\$ 174.00			F
		27/02/2023	Bendigo Bank	Bank charges	\$ 4.00			
101	DD13982.2	15/03/2023	Wright Express Australia Pty Ltd	Fuel card charges - February 2023		\$ 10.48		
	FEBRUARY 2023	01/03/2023		Fuel card charges - February 2023	\$ 10.48			
					\$ 9,058.69	\$ 9,058.69		

102	DD13921.1	01/03/2023	inet Limited	Internet - Bolgart & Mogumber library - March 2023		\$ 79.98		
	135641865	15/02/2023		Internet - Bolgart & Mogumber library - March 2023	\$ 79.98			
103	DD13922.1	01/03/2023	Aware Super Pty Ltd	Superannuation contributions and payroll deductions		\$ 5,410.69		
	SUPER	01/03/2023		Superannuation contributions	\$ 5,064.32			
	DEDUCTION	01/03/2023		Payroll deductions	\$ 296.37			
	DEDUCTION	01/03/2023		Payroll deductions	\$ 50.00			
104	DD13922.2	01/03/2023	HostPlus Superannuation Fund	Superannuation contributions		\$ 221.40		
	SUPER	01/03/2023		Superannuation contributions	\$ 221.40			
105	DD13922.3	01/03/2023	BT Super For Life	Superannuation contributions		\$ 246.02		
	SUPER	01/03/2023		Superannuation contributions	\$ 246.02			
106	DD13922.4	01/03/2023	North Superannuation	Superannuation contributions and payroll deductions		\$ 458.38		
	DEDUCTION	01/03/2023		Payroll deductions	\$ 111.80			
	SUPER	01/03/2023		Superannuation contributions	\$ 346.58			
107	DD13922.5	01/03/2023	Macquarie Super Manager II	Superannuation contributions and payroll deductions		\$ 186.97		
	DEDUCTION	01/03/2023		Payroll deductions	\$ 100.00			
	SUPER	01/03/2023		Superannuation contributions	\$ 86.97			
108	DD13922.6	01/03/2023	Australian Super Pty Ltd	Superannuation contributions		\$ 604.68		
	SUPER	01/03/2023		Superannuation contributions	\$ 604.68			
109	DD13922.7	01/03/2023	Hesta Super Fund	Superannuation contributions		\$ 239.89		
	SUPER	01/03/2023		Superannuation contributions	\$ 239.89			
110	DD13922.8	01/03/2023	TWU Super	Superannuation contributions		\$ 296.76		
	SUPER	01/03/2023		Superannuation contributions	\$ 296.76			
111	DD13922.9	01/03/2023	AMP Life Limited	Superannuation contributions		\$ 60.38		
	SUPER	01/03/2023		Superannuation contributions	\$ 60.38			
112	DD13925.1	02/03/2023	Telstra Corporation Ltd	Admin Internet - 11/02/2023 to 10/03/2023		\$ 15.00		
	2147790360	11/02/2023		Admin Internet - 11/02/2023 to 10/03/2023	\$ 15.00			
113	DD13933.1	28/03/2023	Synergy	Electricity Charges -		\$ 1,116.44		
	924730510	08/03/2023		Electricity Charges -	\$ 180.90			
	224996670	08/03/2023		Electricity Charges -	\$ 205.59			
	263733750	08/03/2023		Electricity Charges -	\$ 729.95			
114	DD13938.1	08/03/2023	Telstra Corporation Ltd	Telephone Accounts Mobiles - 17/02/2023 to 16/03/2023		\$ 1,456.67		
	1583901424	17/02/2023		Telephone Accounts Mobiles - 17/02/2023 to 16/03/2023	\$ 1,456.67			
115	DD13947.1	13/03/2023	Telstra Corporation Ltd	Fire Prevention - service charge 22/02/2023 to 21/03/2023		\$ 126.00		
	1466814702	22/02/2023		Fire Prevention - service charge 22/02/2023 to 21/03/2023	\$ 126.00			

Serial	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
Shire of Victoria Plains Ordinary Council Meeting 26 April 2023								
116	DD13949.1	15/03/2023	Aware Super Pty Ltd	Superannuation contributions and payroll deductions		\$ 5,125.89		
	SUPER	15/03/2023		Superannuation contributions	\$ 4,780.46			
	DEDUCTION	15/03/2023		Payroll deductions	\$ 295.43			
	DEDUCTION	15/03/2023		Payroll deductions	\$ 50.00			
117	DD13949.2	15/03/2023	HostPlus Superannuation Fund	Superannuation contributions		\$ 204.37		
	SUPER	15/03/2023		Superannuation contributions	\$ 204.37			
118	DD13949.3	15/03/2023	BT Super For Life	Superannuation contributions		\$ 277.20		
	SUPER	15/03/2023		Superannuation contributions	\$ 277.20			
119	DD13949.4	15/03/2023	North Superannuation	Superannuation contributions and payroll deductions		\$ 458.38		
	DEDUCTION	15/03/2023		Payroll deductions	\$ 111.80			
	SUPER	15/03/2023		Superannuation contributions	\$ 346.58			
120	DD13949.5	15/03/2023	Macquarie Super Manager II	Superannuation contributions and payroll deductions		\$ 188.35		
	DEDUCTION	15/03/2023		Payroll deductions	\$ 100.00			
	SUPER	15/03/2023		Superannuation contributions	\$ 88.35			
121	DD13949.6	15/03/2023	Australian Super Pty Ltd	Superannuation contributions		\$ 604.68		
	SUPER	15/03/2023		Superannuation contributions	\$ 604.68			
122	DD13949.7	15/03/2023	Hesta Super Fund	Superannuation contributions		\$ 239.89		
	SUPER	15/03/2023		Superannuation contributions	\$ 239.89			
123	DD13949.8	15/03/2023	TWU Super	Superannuation contributions		\$ 296.76		
	SUPER	15/03/2023		Superannuation contributions	\$ 296.76			
124	DD13949.9	15/03/2023	AMP Life Limited	Superannuation contributions		\$ 161.02		
	SUPER	15/03/2023		Superannuation contributions	\$ 161.02			
125	DD13952.1	28/03/2023	Synergy	Electricity charges - Piawaning water supply adjustment		-\$ 165.56		
	263733750	08/03/2023		Electricity charges - Piawaning water supply adjustment	-\$ 165.56			
126	DD13955.1	23/03/2023	Water Corporation	Water Usage -various Shire's facilities- 3/01/2023 to 1/03/2023		\$ 10,093.91		
	various	02/03/2023		Water Usage -various Shire's facilities- 3/01/2023 to 1/03/2023	\$ 10,093.91			
127	DD13955.2	20/03/2023	Water Corporation	Water Usage- various Shire's facilities- 3/01/2023 to 1/03/2023		\$ 5,099.96		
	various	02/03/2023		Water Usage- various Shire's facilities- 3/01/2023 to 1/03/2023	\$ 5,099.96			
128	DD13955.3	24/03/2023	Water Corporation	Water Usage - Yerecoin water supply - 4/01/2023 to 2/03/2023		\$ 315.25		
	9007318370	03/03/2023		Water Usage - Yerecoin water supply - 4/01/2023 to 2/03/2023	\$ 315.25			
129	DD13956.1	20/03/2023	Telstra Corporation Ltd	Telephone Accounts - 23/02/2023 to 22/03/2023		\$ 937.29		
	6308416000	02/03/2023		Telephone Accounts - 23/02/2023 to 22/03/2023	\$ 937.29			
130	DD13970.1	27/03/2023	Synergy	Electricity Charges -15/12/2022 to 10/02/2023		\$ 945.47		
	984545750	07/03/2023		Calingiri Sports ground - water pump	\$ 735.81			
	518204340	07/03/2023		Gillingarra Fire Station	\$ 209.66			
131	DD13970.2	30/03/2023	Synergy	Electricity Charges -		\$ 499.93		
	582015040	10/03/2023	Synergy	Electricity Charges -	\$ 499.93			
132	DD13971.1	28/03/2023	Synergy	Street Lighting - March 2023		\$ 1,463.75		
	240020510	07/03/2023	Synergy	Street Lighting - March 2023	\$ 1,463.75			
133	DD13972.1	29/03/2023	Aware Super Pty Ltd	Superannuation contributions and payroll deductions		\$ 5,142.03		
	SUPER	29/03/2023		Superannuation contributions	\$ 4,789.02			
	DEDUCTION	29/03/2023		Payroll deductions	\$ 303.01			
	DEDUCTION	29/03/2023		Payroll deductions	\$ 50.00			

Serial	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding	
Shire of Victoria Plains				Ordinary Council Meeting 26 April 2023					
134	DD13972.2 SUPER	29/03/2023 29/03/2023	HostPlus Superannuation Fund	Superannuation contributions Superannuation contributions	\$ 221.40	\$ 221.40			
135	DD13972.3 SUPER	29/03/2023 29/03/2023	BT Super For Life	Superannuation contributions Superannuation contributions	\$ 270.27	\$ 270.27			
136	DD13972.4 DEDUCTION SUPER	29/03/2023 29/03/2023 29/03/2023	North Superannuation	Superannuation contributions and payroll deductions Payroll deductions Superannuation contributions	\$ 111.80 \$ 346.58	\$ 458.38			
137	DD13972.5 DEDUCTION SUPER	29/03/2023 29/03/2023 29/03/2023	Macquarie Super Manager II	Superannuation contributions and payroll deductions Payroll deductions Superannuation contributions	\$ 100.00 \$ 88.35	\$ 188.35			
138	DD13972.6 SUPER	29/03/2023 29/03/2023	Australian Super Pty Ltd	Superannuation contributions Superannuation contributions	\$ 604.68	\$ 604.68			
139	DD13972.7 SUPER	29/03/2023 29/03/2023	Hesta Super Fund	Superannuation contributions Superannuation contributions	\$ 239.89	\$ 239.89			
140	DD13972.8 SUPER	29/03/2023 29/03/2023	TWU Super	Superannuation contributions Superannuation contributions	\$ 296.76	\$ 296.76			
141	DD13972.9 SUPER	29/03/2023 29/03/2023	AMP Life Limited	Superannuation contributions Superannuation contributions	\$ 168.76	\$ 168.76			
142	DD13975.1 224996670	29/03/2023 10/03/2023	Synergy	Electricity Charges -various Shire's facilities 5/01/2023 to 8/03/2023 Electricity Charges -various Shire's facilities 5/01/2023 to 8/03/2023	\$ 7,805.98	\$ 7,805.98			
143	DD13983.1 924730510 224996670	30/03/2023 10/03/2023 10/03/2023	Synergy	Electricity Charges - 10/12/2022 to 16/02/2023 Mogumber Hall adjustment Mogumber library adjustment	\$ 29.73 \$ 17.33	\$ 47.06			
144	DD13922.10 SUPER	01/03/2023 01/03/2023	Commonwealth Essential Super	Superannuation contributions Superannuation contributions	\$ 182.34	\$ 182.34			
145	DD13922.11 SUPER	01/03/2023 01/03/2023	Public Sector Superannuation	Superannuation contributions Superannuation contributions	\$ 513.98	\$ 513.98			
146	DD13949.10 SUPER	15/03/2023 15/03/2023	Commonwealth Essential Super	Superannuation contributions Superannuation contributions	\$ 180.42	\$ 180.42			
147	DD13949.11 SUPER	15/03/2023 15/03/2023	Public Sector Superannuation	Superannuation contributions Superannuation contributions	\$ 513.98	\$ 513.98			
148	DD13972.10 SUPER	29/03/2023 29/03/2023	Commonwealth Essential Super	Superannuation contributions Superannuation contributions	\$ 178.50	\$ 178.50			
149	DD13972.11 SUPER	29/03/2023 29/03/2023	Public Sector Superannuation	Superannuation contributions Superannuation contributions	\$ 513.98	\$ 513.98			
150	DD	31/03/2023	Bendigo Bank	Bank fees and charges	\$ 138.74	\$ 138.74			
					Direct Debits Total	\$ 54,931.30	\$ 54,931.30		
151	Payroll	01/03/2023	Employees	Payroll PE 01.03.2023	\$ 54,178.48	\$ 54,178.48			
152	Payroll	15/03/2023	Employees	Payroll PE 15.03.2023	\$ 52,558.60	\$ 52,558.60			
153	Payroll	29/03/2023	Employees	Payroll PE 29.03.2023	\$ 52,904.40	\$ 52,904.40			
					Direct Debits Total	\$ 159,641.48	\$ 159,641.48		

Serial	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
Shire of Victoria Plains				Ordinary Council Meeting 26 April 2023				
			Abbreviations					
	F		Funded		EFT Total \$	375,382.26		62.62%
	L		Local Supplier		Cheques Total \$	471.80		0.08%
					Charge Cards Total \$	9,058.69		1.51%
					Direct Debit Total \$	54,931.30		9.16%
					Trust Total \$	-		0.00%
					Payroll Total \$	159,641.48		26.63%
					Total \$	599,485.53		100.00%
					Local Suppliers \$	48,082.14		8.02%
					Employees \$	159,641.48		26.63%
					Combined Total \$	207,723.62		34.65%

PUBLIC ATTACHMENTS



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SHIRE OF VICTORIA PLAINS
MONTHLY FINANCIAL REPORT
For the Period Ending 31 March 2023

PUBLIC ATTACHMENTS

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

Shire of Victoria Plains
SHIRE OF VICTORIA PLAINS
MONTHLY FINANCIAL REPORT
For the Period Ending 31 March 2023
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PUBLIC ATTACHMENTS



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Compilation Report
To the Council
Shire of Victoria Plains

Scope

We have compiled the accompanying special purpose financial statements.

The specific purpose for which the special purpose financial report has been prepared is to provide information relating to the financial performance and financial position of the Shire that satisfies the information needs of the Council and the *Local Government Act 1995* and associated regulations.

The responsibility of the Shire

The Shire is solely responsible for the information contained in the special purpose financial report and have determined that the accounting policies used are consistent and are appropriate to satisfy the requirements of the Council and the *Local Government Act 1995* and associated regulations.

Our responsibility

On the basis of information provided by the Shire, we have compiled the accompanying special purpose financial statements in accordance with the significant accounting policies adopted as set out in Note 1 to the financial statements and APES 315: Compilation of Financial Information.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Management provided, into a financial report. Our procedures do not include any verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

To the extent permitted by law, we do not accept liability for any loss or damage which any person, other than the Shire of Victoria Plains, may suffer arising from negligence on our part.

This report was prepared for the benefit of the Council of the Shire of Victoria Plains and the purpose identified above. We do not accept responsibility to any other person for the content of the report.

Signed at GERALDTON

RSM Australia Pty Ltd
Chartered Accountants

Date 19th April 2023

THE POWER OF BEING UNDERSTOOD
AUDIT | TAX | CONSULTING

RSM Australia Pty Ltd is a member of the RSM network and trades as RSM. RSM is the trading name used by the members of the RSM network. Each member of the RSM network is an independent accounting and consulting firm which practices in its own right. The RSM network is not itself a separate legal entity in any jurisdiction.

RSM Australia Pty Ltd ACN 009 321 377 atf Birdanco Practice Trust ABN 65 319 382 479 trading as RSM

Liability limited by a scheme approved under Professional Standards Legislation

Shire of Victoria Plains
SHIRE OF VICTORIA PLAINS
MONTHLY FINANCIAL REPORT
For the Period Ending 31 March 2023
EXECUTIVE SUMMARY

Statement of Financial Activity

Statements are presented on pages 5 and 6 showing a surplus/(deficit) as at 31 March 2023 of \$514,573

Significant Revenue and Expenditure

	Collected / Completed %	Annual Budget \$	YTD Budget \$	YTD Actual \$
Significant Projects				
Ag Lime Calingiri - New Norcia Road	2%	797,714	598,284	14,235
Mogumber - Yarawindah Road WSN #5	9%	1,578,437	1,183,336	144,056
Mogumber - Yarawindah Road	8%	1,744,545	1,308,402	141,162
Old Plains Road Vegetation Control	55%	179,750	134,793	98,384
Old Telegraph Road - Resheet Formations & Maintain V	0%	214,879	161,154	-
Bolgart Caravan Park Toilet Block	35%	222,714	175,380	78,180
	10%	4,738,038	3,561,349	476,017
Grants, Subsidies and Contributions				
Operating grants, subsidies and contributions	12%	4,971,178	592,451	582,406
Non-operating grants, subsidies and contributions	20%	5,500,087	4,129,847	1,123,111
	16%	10,471,265	4,722,298	1,705,517
Rates Levied	100%	3,156,007	3,156,006	3,158,916

% - Compares current YTD actuals to the Annual Budget

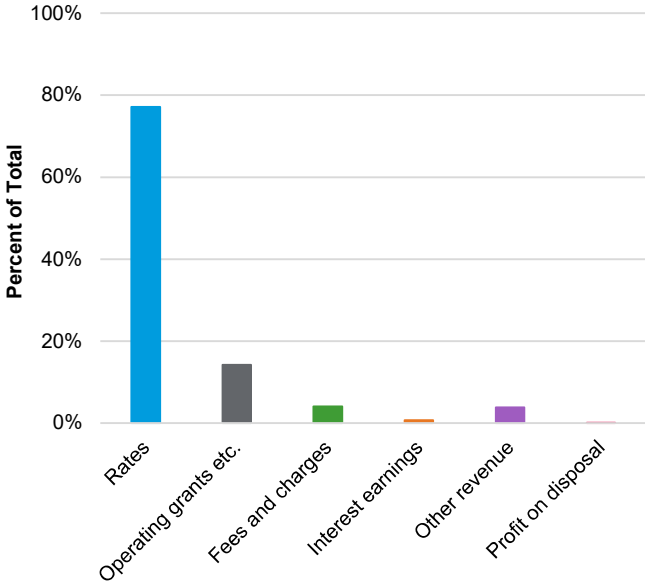
Financial Position

Account	Difference to Prior Year %	Current Year 31 Mar 23 \$	Prior Year 31 Mar 22 \$
Adjusted net current assets	393%	514,574	131,026
Cash and equivalent - unrestricted	155%	1,419,525	915,671
Cash and equivalent - restricted	234%	1,263,691	539,256
Receivables - rates	59%	160,873	270,936
Receivables - other	19%	33,674	177,736
Payables	83%	1,162,643	1,401,596

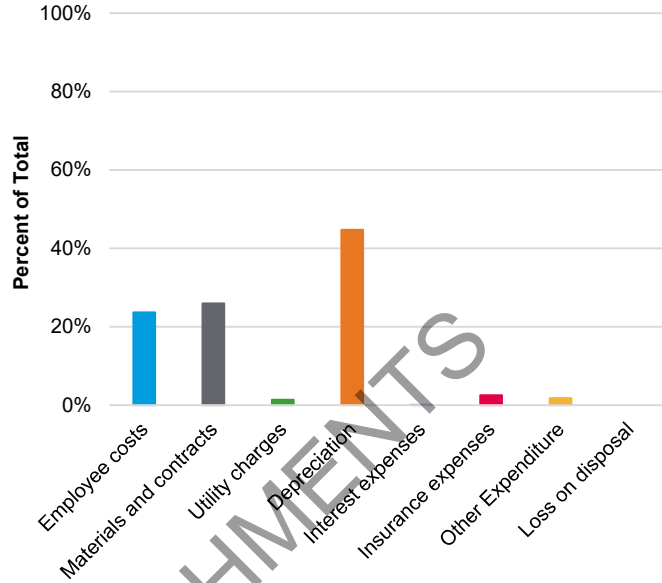
% - Compares current YTD actuals to prior year actuals

Shire of Victoria Plains
SHIRE OF VICTORIA PLAINS
MONTHLY FINANCIAL REPORT
For the Period Ending 31 March 2023
SUMMARY GRAPHS

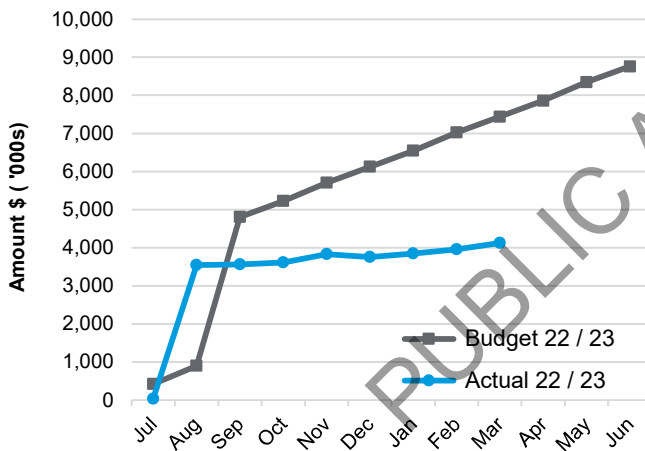
Operating Income



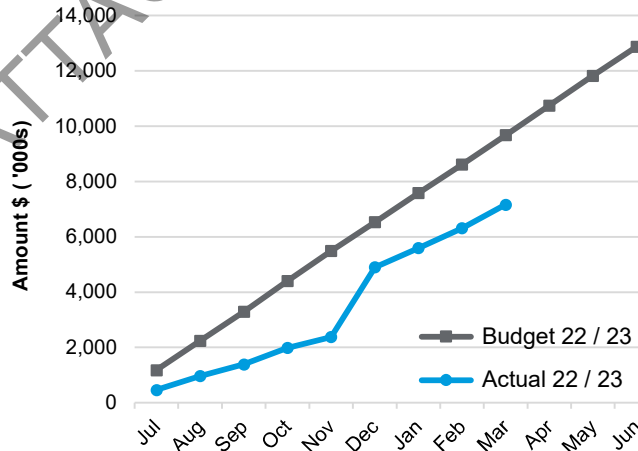
Operating Expenditure



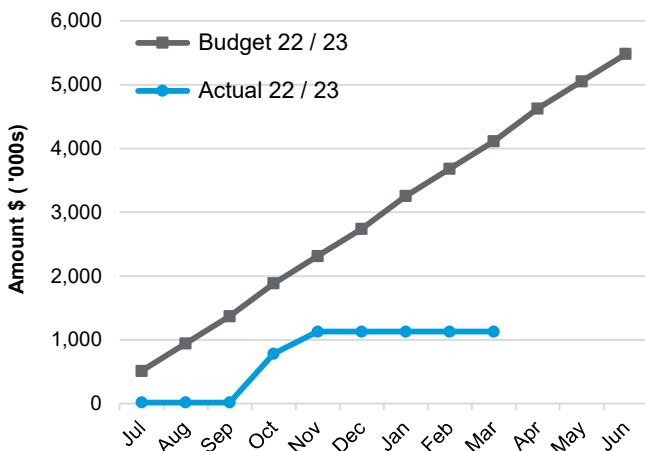
Operating Revenues



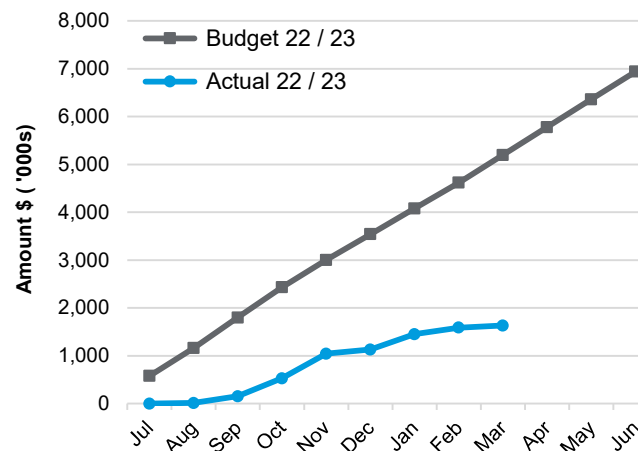
Operating Expenses



Capital Revenues - Investing



Capital Expenses



Shire of Victoria Plains
SHIRE OF VICTORIA PLAINS
STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023
NATURE OR TYPE

	Note	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var* \$	Var* %	Var
Opening Funding Surplus / (Deficit)	3	117,039	117,039	117,039			
Revenue from Operating Activities							
Rates	10	3,156,007	3,156,006	3,158,916	2,910	0%	
Grants, subsidies and contributions	12(a)	4,971,178	592,451	582,406	(10,045)	(2%)	
Fees and charges		195,853	173,901	166,659	(7,242)	(4%)	
Interest earnings		44,068	31,974	28,889	(3,085)	(10%)	
Other revenue		147,406	115,271	156,221	40,950	36%	▲
Profit on disposal of assets	8	25,619	19,206	3,384	(15,822)	(82%)	▼
		8,540,130	4,088,809	4,096,475			
Expenditure from Operating Activities							
Employee costs		(1,849,588)	(1,374,457)	(1,694,936)	(320,479)	(23%)	▼
Materials and contracts		(6,523,521)	(1,703,546)	(1,857,585)	(154,039)	(9%)	
Utility charges		(120,924)	(94,379)	(96,752)	(2,373)	(3%)	
Depreciation on non-current assets		(4,046,982)	(3,035,178)	(3,201,318)	(166,140)	(5%)	
Interest expenses		(7,635)	(4,311)	(7,234)	(2,923)	(68%)	
Insurance expenses		(179,239)	(177,151)	(178,559)	(1,408)	(1%)	
Other expenditure		(83,335)	(63,344)	(126,180)	(62,836)	(99%)	▼
Loss on disposal of assets	8	(29,944)	(22,455)	-	22,455	100%	▲
		(12,841,168)	(6,474,821)	(7,162,565)			
Excluded Non-cash Operating Activities							
Depreciation and amortisation		4,046,982	3,035,178	3,201,318			
(Profit) / loss on asset disposal		4,325	-	(3,384)			
Net Amount from Operating Activities		(249,730)	649,167	131,844			
Investing Activities							
Grants, subsidies and contributions	12(b)	5,500,087	4,129,847	1,123,111	(3,006,736)	(73%)	▼
Proceeds from disposal of assets	8	90,000	45,000	36,260	(8,740)	(19%)	
Plant and equipment	9(b)	(835,199)	(831,187)	(818,833)	12,354	1%	
Furniture and equipment	9(a)	(5,000)	(3,744)	-	3,744	100%	
Infrastructure - roads	9(c)	(5,379,302)	(4,036,041)	(587,346)	3,448,695	85%	▲
Infrastructure - other	9(d)	(419,616)	(350,157)	(225,729)	124,428	36%	
Net Amount from Investing Activities		(1,049,030)	(1,046,282)	(472,537)			
Financing Activities							
Proceeds from self supporting loans	11(b)	21,332	10,053	10,053	(0)	0%	
Proceeds from Long Term Borrowings		1,500,000	1,500,000	1,500,000			
Repayment of debentures	11(a)	(78,718)	(47,651)	(47,650)	0	0%	
Transfer from reserves	7	40,000	-	-			
Transfer to reserves	7	(219,186)	-	(724,175)	(724,175)		
Net Amount from Financing Activities		1,263,428	1,462,402	738,227			
Closing Funding Surplus / (Deficit)	3	81,707	1,182,325	514,574			

* - Note 2 provides an explanation for the relevant variances shown above.
This statement needs to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF VICTORIA PLAINS

STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 March 2023

REPORTING PROGRAM

	Note	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var* \$	Var* %
Opening Funding Surplus / (Deficit)	3	117,039	117,039	117,039		
Revenue from Operating Activities						
Governance		28,430	32,013	39,002	6,989	22%
General purpose funding - rates	10	3,178,855	3,173,124	3,189,064	15,940	1%
General purpose funding - other		406,121	293,967	293,506	(461)	(0%)
Law, order and public safety		248,084	196,707	193,986	(2,721)	(1%)
Health		3,146	2,349	565	(1,784)	(76%)
Education and welfare		12,530	12,396	16,958	4,562	37%
Housing		63,430	47,479	50,655	3,176	7%
Community amenities		117,327	116,050	99,118	(16,932)	(15%)
Recreation and culture		10,523	6,828	10,724	3,896	57%
Transport		4,433,703	176,032	165,692	(10,340)	(6%)
Economic services		25,628	19,919	25,789	5,870	29%
Other property and services		12,354	11,945	11,416	(529)	(4%)
		8,540,130	4,088,809	4,096,475		
Expenditure from Operating Activities						
Governance		(714,691)	(513,757)	(470,437)	43,320	8%
General purpose funding		(415,966)	(311,967)	(389,895)	(77,928)	(25%)
Law, order and public safety		(619,856)	(449,731)	(497,375)	(47,644)	(11%)
Health		(168,635)	(126,468)	(144,743)	(18,275)	(14%)
Education and welfare		(100,608)	(79,085)	(72,347)	6,738	9%
Housing		(272,161)	(203,678)	(203,913)	(234)	(0%)
Community amenities		(561,700)	(423,645)	(390,145)	33,501	8%
Recreation and culture		(676,672)	(508,870)	(534,211)	(25,341)	(5%)
Transport		(9,144,440)	(3,703,739)	(3,862,723)	(158,984)	(4%)
Economic services		(249,726)	(185,521)	(243,973)	(58,452)	(32%)
Other property and services		83,288	31,641	(352,804)	(384,445)	1,215%
		(12,841,168)	(6,474,821)	(7,162,566)		
Excluded Non-cash Operating Activities						
Depreciation and amortisation		4,046,982	3,035,178	3,201,318		
(Profit) / loss on asset disposal	8	4,325	-	(3,384)		
Net Amount from Operating Activities		(249,730)	649,166	131,844		
Investing Activities						
Grants, subsidies and contributions	12(b)	5,500,087	4,129,847	1,123,111	(3,006,736)	(73%)
Proceeds from disposal of assets	8	90,000	45,000	36,260	(8,740)	(19%)
Plant and equipment	9(b)	(835,199)	(831,187)	(818,833)	12,354	1%
Furniture and equipment	9(a)	(5,000)	(3,744)	-	3,744	100%
Infrastructure - roads	9(c)	(5,379,302)	(4,036,041)	(587,346)	3,448,695	85%
Infrastructure - other	9(d)	(419,616)	(350,157)	(225,729)	124,428	36%
Net Amount from Investing Activities		(1,049,030)	(1,046,282)	(472,537)		
Financing Activities						
Proceeds from self supporting loans	11(b)	21,332	10,053	10,053	(0)	0%
Proceeds from long term borrowings		1,500,000	1,500,000	1,500,000	-	0%
Repayment of debentures	11(a)	(78,718)	(47,651)	(47,650)	0	0%
Transfer from reserves	7	40,000	-	-	-	
Transfer to reserves	7	(219,186)	-	(724,175)	(724,175)	
Net Amount from Financing Activities		1,263,428	1,462,402	738,227		
Closing Funding Surplus / (Deficit)	3	81,707	1,182,325	514,573		

* - Note 2 provides an explanation for the relevant variances shown above.

This statement needs to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF VICTORIA PLAINS

STATEMENT OF CAPITAL ACQUISITIONS AND FUNDING

For the Period Ending 31 March 2023

CAPITAL ACQUISITIONS AND FUNDING

Asset Group	Note	Annual Budget \$	YTD Actual Total \$
Land and buildings	9(a)	-	-
Plant and equipment	9(b)	835,199	818,833
Furniture and equipment	9(c)	5,000	-
Infrastructure - roads	9(c)	5,379,302	587,346
Infrastructure - other	9(d)	419,616	225,729
Total Capital Expenditure		6,639,117	1,631,907

Capital Acquisitions Funded by:

Capital grants and contributions	5,500,087	1,123,111
Borrowings	-	-
Other (disposals and c/fwd)	90,000	36,260
Council contribution - from reserves	40,000	-
Council contribution - operations	1,009,030	459,196
Total Capital Acquisitions Funding	6,639,117	1,618,567

PUBLIC ATTACHMENTS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

1. SIGNIFICANT ACCOUNTING POLICIES

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996 Regulation 34*.

The material variance adopted by the Shire of Victoria Plains for the 2022/23 year is \$10,000 or 10%, whichever is greater. Items considered to be of material variance are disclosed in Note 2.

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. The preparation also requires management to make judgements, estimates and assumptions which effect the application of policies and the reported amounts in the statements and notes. These estimated figures are based on historical experience or other factors believed to be reasonable under the circumstances. Therefore, the actual results may differ from these reported amounts.

Actual and Budget comparatives are presented in year to date format unless otherwise stated. The Adopted Budget is used in the report until superseded by the Budget Review.

Preparation

Prepared by: Kate Peacock
Reviewed by: Travis Bate
Date prepared: 19 Apr 23

(a) Basis of Preparation

The following financial statements are special purpose financial statements that have been prepared in accordance with the Australian Accounting Standards, Authoritative Interpretations, the *Local Government Act 1995*, and regulations, within the context in which they relate to local governments and not-for-profit entities.

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996 Regulation 34*.

With the exception of the cash flow statement and rate setting information, the following report has been prepared on an accrual basis with balances measured at historical cost unless subject to fair value adjustments. Items subject to fair value adjustments include certain non-current assets, financial assets, and financial liabilities. Items such as assets, liabilities, equity, income and expenses have been recognised in accordance with the definitions and recognition criteria set out in the Framework for the Preparation and Presentation of Financial Statements.

These financial statements comply with, and supersede, the Australian Accounting Standards with the *Local Government (Financial Management) Regulations 1996* where applicable. Further information is provided in Note 1(i).

The functional and presentation currency of the report is Australian dollars.

(b) The Local Government Reporting Entity

The Australian Accounting Standards define local government as a reporting entity which can be a single entity or a group comprising a parent and all its subsidiaries. All funds controlled by the Shire in order to provide its services have formed part of the following report. Transactions and balances related to these controlled funds, such as transfers to and from reserves, were eliminated during the preparation of the report.

Funds held in Trust, which are controlled but not owned by the Shire, do not form part of the financial statements. Further information on the Shire funds in Trust are provided in Note 5.

(c) Rounding of Amounts

The Shire is an entity to which the *Local Government (Financial Management) Regulations 1996* applies and, accordingly amounts in the financial report have been rounded to the dollar except for amounts shown as a rate in the dollar. Where total assets exceed \$10,000,000 in the prior audited annual financial report, the amounts may be rounded to the nearest \$1,000.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(d) Goods and Services Tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (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 where applicable.

(e) Cash and Cash Equivalents

Cash and cash equivalents normally include cash on hand, bonds and deposits, overdrafts, excess rates, unspent grant funds, on call deposits and term deposits with maturities equal to or less than three months. Cash and cash equivalents are typically characterised as highly liquid investments with little risk of experiencing material changes in value. Further information is provided in Note 1(f).

(f) Financial Instruments

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.

Financial assets at fair value through profit and loss

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

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

Financial liabilities

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

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

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

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

Loans and Receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They arise principally through the provision of goods and services to customers but also incorporate other types of contractual monetary assets.

After initial recognition these are measured at amortised cost using the effective interest method, less provision for impairment. Any change in their value is recognised in the statement of comprehensive income.

In some circumstances, the Shire renegotiates repayment terms with customers which may lead to changes in the timing of the payments, the Shire does not necessarily consider the balance to be impaired, however assessment is made on a case-by-case basis.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)
(f) Financial Instruments (Continued)

Impairment of Financial Assets

At the end of the annual reporting period the Shire assesses whether there is any objective evidence that a financial asset or group of financial assets is impaired.

If there is objective evidence that an impairment loss on financial assets carried at amortised cost has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of the estimated future cash flows discounted at the financial assets original effective interest rate.

Impairment of loans and receivables are reduced through the use of an allowance account, all other impairment losses on financial assets at amortised cost are taken directly to the asset. Subsequent recoveries of amounts previously written off are credited against other expenses in the statement of comprehensive income.

(g) Inventories

General

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

Land Held for Resale

Land held for development and sale 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. Finance 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 on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(h) Fixed Assets

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

Initial recognition and measurement between mandatory revaluation dates

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

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

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at 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 Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluations at the next anniversary date in accordance with the mandatory measurement framework.

Revaluation

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Fixed Assets (Continued)

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land under roads

As a result of amendments to the *Local Government (Financial Management) Regulations 1996*, effective from 1 July 2019, vested land, including land under roads, are treated as right-of-use assets measured at zero cost. Therefore, the previous inconsistency with AASB 1051 in respect of non-recognition of land under roads acquired on or after 1 July 2008 has been removed, even though measurement at zero cost means that land under roads is still not included in the statement of financial position.

Vested improvements from 1 July 2019

The measurement of vested improvements at fair value in accordance with *Local Government (Financial Management) Regulation 17A(2)(iv)* is a departure from AASB 16 which would have required the Shire to measure the vested improvements as part of the related right-of-use assets at zero cost.

(i) Depreciation of Non-current Assets

Fixed assets, excluding freehold land, are depreciated on a straight-line basis over the asset's useful life to the Shire, commencing when the asset is ready for use. The estimated useful lives used for each class of depreciable asset are shown below in years:

Asset	Years
Buildings	30 to 50 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Other infrastructure	15 to 80 years
Sealed roads and streets:	
formation	not depreciated
pavement	50 years
seal:	
bituminous seals	15 to 20 years
asphalt surfaces	20 years
Gravel Roads:	
formation	not depreciated
pavement	50 years
Formed roads (unsealed):	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 to 60 years
Sewerage piping	80 years
Water supply piping and drainage systems	17 to 80 years
Sewerage piping	80 years
Bridges	60 years

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

Land Under Local Government Control

Regulation 16 in the *Local Government (Financial Management) Regulations 1996* prohibits certain assets to be included in the financial report of a local government and require other assets to be included. The regulation therefore supersedes the reporting requirements of AASB 1051 *Land Under Roads (p.15)* and AASB 116 *Property, Plant and*

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Trade and Other Payables

Trade and other payables are unpaid current liabilities owed for goods and services provided to the Shire prior to the end of the financial year. The amounts are unsecured and are normally paid within 30 days of recognition.

(k) Employee Benefits

Provision is made for the Shire's liability for employee benefits arising from services rendered by employees to the end of the annual reporting period. Employee benefits that are expected to be wholly settled within one year are measured at the amounts expected to be paid when the liability is settled.

Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Cashflows are discounted using market yields on 10 year Australia Government Bonds. Changes in the measurement of the liability are recognised in the statement of comprehensive income.

(l) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. Subsequent measurement is at amortised cost using the effective interest method. The annual government guarantee fee is expensed in the year incurred.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs that are directly attributable to the acquisition, construction or production of a qualifying asset are capitalised as part of the cost of that asset. All other borrowing costs are recognised as an expense in the period in which they are incurred.

(m) Provisions

Provisions are recognised when: The Shire has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(n) Contract Liabilities

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

With respect to transfers for recognisable non-financial assets, contract liabilities represent performance obligations which are not yet satisfied.

Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

(o) Current and Non-current Classification

The report classifies current and non-current balances as defined by the *Local Government (Financial Management) Regulations 1996*, *AASB 101 Presentation of Financial Statements*, or by another applicable regulation or interpretation.

(p) Nature or Type Classifications

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 non-operating grants.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications (Continued)

Non-operating 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 Charges

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.

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. Excluding 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 Earnings

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.

Employee Costs

All costs associated with the employment of a 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, water and communication expenses. 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 on Non-current Assets

Depreciation expense raised on all classes of assets.

Interest Expenses

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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Program Classifications (Function / Activity)

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

GOVERNANCE

Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs related to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

Rates, general purpose government grants and interest revenue.

LAW, ORDER AND PUBLIC SAFETY

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH

Inspection of food outlets and their control, noise control and waste disposal compliance.

EDUCATION AND WELFARE

Maintenance of playgroup centre and support of school programs.

HOUSING

Provision and maintenance of elderly residents housing.

COMMUNITY AMENITIES

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

RECREATION AND CULTURE

Maintenance of public halls, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, and other cultural facilities.

TRANSPORT

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

ECONOMIC SERVICES

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, and standpipes. Building Control.

OTHER PROPERTY AND SERVICES

Private works operation, plant repair and operation costs and engineering operation costs.

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) Revenue Recognition Policy

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns / Refunds / Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Timing of revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Service charges	Charge for specific service	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contract commitments	General appropriations and contributions with no reciprocal commitment	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment and issue of the licence, registration or approval
Pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annually fee	None	Set by State legislation	Apportioned equally across the inspection cycle	No refunds	After inspection complete based on a 4 year cycle

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)
(r) Revenue Recognition Policy (Continued)

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns / Refunds / Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Timing of revenue recognition
Other inspections	Regulatory Food, Health and Safety	Single point in time	Full payment prior to inspection	None	Set by State legislation or limited by legislation to the cost of provision	Applied fully on timing of inspection	Not applicable	Revenue recognised after inspection event occurs
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Adopted by council annually	Apportioned equally across the collection period	Not applicable	Output method based on regular weekly and fortnightly period as proportionate to collection service
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	Adopted by council annually	Based on timing of entry to facility	Not applicable	On entry to facility
Property hire and entry	Use of halls and facilities	Single point in time	In full in advance	Refund if event cancelled within 7 days	Adopted by council annually	Based on timing of entry to facility	Returns limited to repayment of transaction price	On entry or at conclusion of hire
Memberships	Gym and pool membership	Over time	Payment in full in advance	Refund for unused portion on application	Adopted by council annually	Apportioned equally across the access period	Returns limited to repayment of transaction price	Output method Over 12 months matched to access right
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Commissions	Commissions on licencing and ticket sales	Over time	Payment in full on sale	None	Set by mutual agreement with the customer	On receipt of funds	Not applicable	When assets are controlled
Reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	Set by mutual agreement with the customer	When claim is agreed	Not applicable	When claim is agreed

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

2. EXPLANATION OF MATERIAL VARIANCES

Variations which have exceeded the thresholds are listed below by Program. Significant variances within the Program are listed underneath it by Nature or Type.

The material variance adopted by Council for the 2022/23 year is \$10,000 and 10%.

Nature or Type Operating Revenues	Var \$	Var %	Var	Timing /	Explanation of Variance
				Permanent	
Other Revenue	40,950	36%	▲	Timing	Primarily issue of reimbursement for CESM, some relates back to FY21-22
Profit on Disposal of Assets	(15,822)	(82%)	▼	Timing	Financial treatment following trade ins

Operating Expense

Employee Costs	(320,479)	(23%)	▼	Timing	Some wage costs have exceeded budget due to change of staffing such as building, depot maintenance, unsealed road maintenance, storm water damage and some in overtime of CESM Liaison will occur with WSM to ensure timesheets have been allocated correctly.
Other expenditure	(62,836)	(99%)	▼	Timing	Debtor write offs
Loss on Disposal of Assets	22,455	100%	▲	Timing	Financial treatment following trade ins

PUBLIC ATTACHMENT

SHIRE OF VICTORIA PLAINS

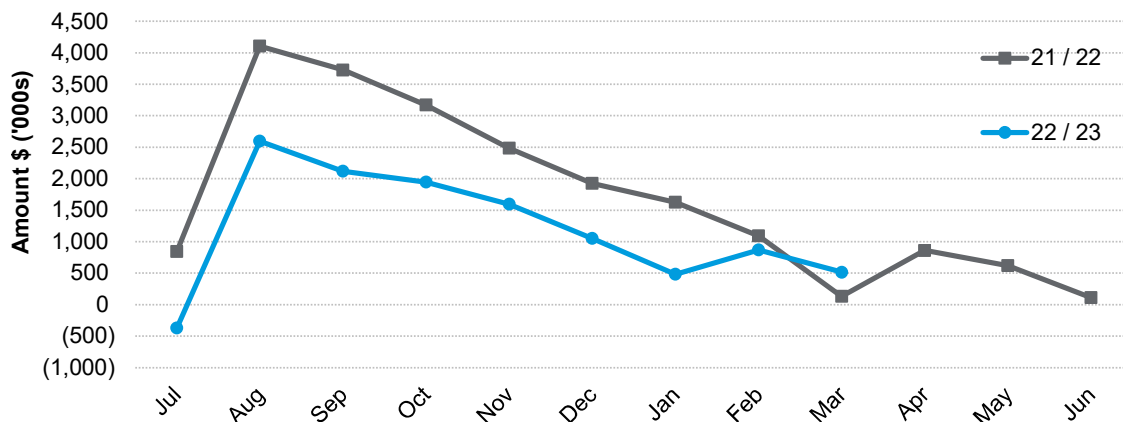
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 March 2023

3. NET CURRENT FUNDING POSITION

	Note	Current Month 31 Mar 23 \$	Prior Year Closing 30 Jun 22 \$	This Time Last Year 31 Mar 22 \$
Current Assets				
Cash unrestricted	4	1,419,525	(214,424)	915,671
Cash restricted	4	1,263,691	1,479,283	539,256
Deposits and bonds	4	-	111,505	-
Trust Funds	5	-	-	-
Contact assets		-	-	-
Receivables - rates	6(a)	160,873	153,390	270,936
Receivables - sundry	6(b)	33,674	450,008	177,736
Receivables - other		54,161	55,456	79,509
Receivables - loans	11(b)	21,585	21,331	20,724
Provision for doubtful debts		(4,643)	(4,643)	(2,070)
Accrued income		67,839	106,769	129,267
Inventories		33,891	32,305	27,576
Total Current Assets		3,050,596	2,190,980	2,158,605
Current Liabilities				
Payables - sundry		(23,855)	(188,463)	(1,065,034)
Payables - other		(10,875)	-	(649)
Rates received in advance		-	(43,506)	-
Obligations / ARWC		-	-	-
Accrued salaries and wages		-	(33,030)	-
Accrued expenses		-	(30,800)	-
Accrued Time in Lieu		-	-	-
Pensioner Rebates		-	-	-
Deposits and bonds		(27,873)	(21,589)	(21,910)
Overdraft		-	-	-
Contract liabilities		(1,029,682)	(1,029,682)	(234,327)
Suspense		-	-	-
Loan liabilities	11(a)	(70,359)	(79,701)	(79,675)
Total Payables		(1,162,643)	(1,426,771)	(1,401,596)
Provisions		(166,022)	(166,023)	(148,295)
Total Current Liabilities		(1,328,666)	(1,592,794)	(1,549,891)
Less: cash reserves	7	(1,263,691)	(539,517)	(539,256)
Less: land held for resale		-	-	-
Less: Self-supporting loan		(11,532)	(21,331)	(20,724)
Add: loan principal (current)		67,866	79,701	82,292
Add: employee leave reserve		-	-	-
Net Funding Position - Surplus / (Deficit)		514,574	117,039	131,026

Liquidity over the Year



SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

4. CASH AND FINANCIAL ASSETS

	Unrestricted	Restricted	Total	Institution	Interest	Maturity
	\$	\$	\$		Rate	Date
					%	
Cash						
Cash on hand	700		700	N/A	0.00	N/A
Municipal fund	55,876		55,876	Bendigo	0.00	N/A
Municipal savings	595,455	-	595,455	Bendigo	0.25	N/A
Reserve funds		1,151,696	1,151,696	Bendigo	0.00	N/A
Muni Savings - WSFN 30001985	198		-			
Muni Savings - WSFN 21117030	981		-			
Muni Savings - Restricted - RTR	346,149		-			
Term Deposit - 202144267	420,166					
Financial Assets at Amortised Cost						
Reserve funds		111,995	111,995	Bendigo	0.90	05 Jun 23
Total Cash and Financial Assets	1,419,525	1,263,691	1,915,722			

5. TRUST FUND

There are no funds held at balance date over which the Shire has no control.

**SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023**

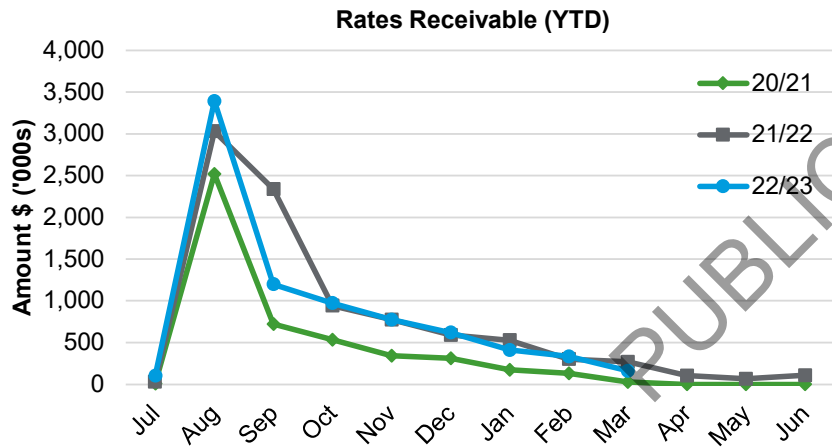
6. RECEIVABLES

(a) Rates Receivable

	31 Mar 23
	\$
Rates receivables	160,873
Total Rates Receivable Outstanding	160,873
Closing balances - prior year	109,915
Rates levied this year	3,158,916
Effluent and refuse removal	-
Closing balances - current month	(160,873)
Total Rates Collected to Date	3,107,958

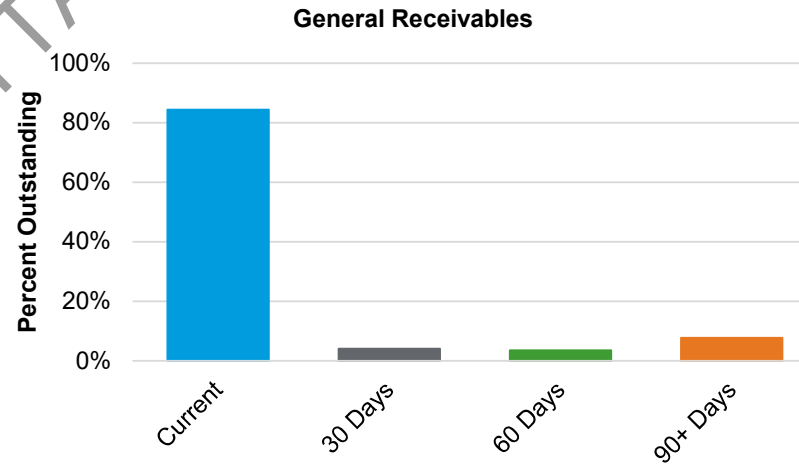
(b) General Receivables

	31 Mar 23
	\$
Current	28,439
30 Days	1,399
60 Days	1,205
90+ Days	2,631
Total General Receivables Outstanding	33,674



Comments / Notes

Rubbish fees included in YTD graph



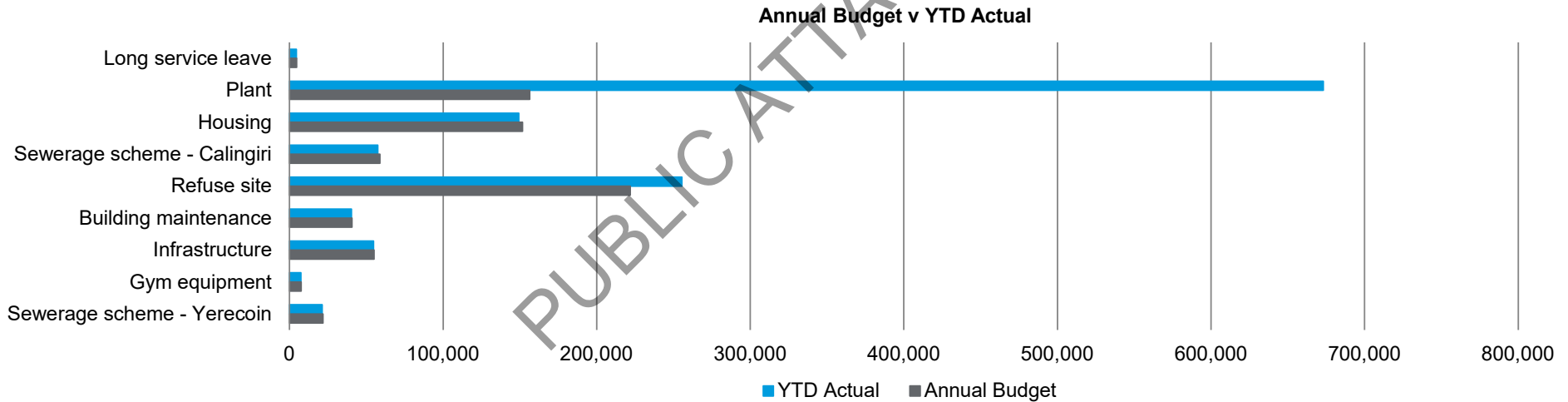
Comments / Notes

Amounts shown above include GST (where applicable)

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

7. CASH BACKED RESERVES

Reserve Name	Annual Budget				YTD Actual					
	Balance	Transfers	Interest	Transfer	Balance	Balance	Transfers	Interest	Transfer	Balance
	01 Jul 22	from	Received	to	30 Jun 23	01 Jul 22	from	Received	to	31 Mar 23
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long service leave	4,483	-	134	-	4,617	4,483	-	22	-	4,505
Plant	66,356	-	1,991	88,000	156,347	66,356	-	575	606,109	673,040
Housing	98,795	-	2,964	50,000	151,759	98,795	-	512	50,000	149,306
Sewerage scheme - Calingiri	57,215	-	1,716	-	58,931	57,215	-	285	-	57,500
Refuse site	254,215	(40,000)	7,626	-	221,841	254,215	-	1,265	-	255,480
Building maintenance	15,187	-	456	25,000	40,643	15,187	-	176	25,000	40,363
Infrastructure	14,684	-	441	40,000	55,125	14,684	-	89	40,000	54,774
Gym equipment	7,420	-	223	-	7,643	7,420	-	37	-	7,457
Sewerage scheme - Yerecoin	21,162	-	635	-	21,797	21,162	-	105	-	21,267
Total Cash Backed Reserves	539,516	(40,000)	16,186	203,000	718,702	539,516	-	3,066	721,109	1,263,691



SHIRE OF VICTORIA PLAINS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 March 2023

8. DISPOSAL OF ASSETS

Annual Budget

	WDV	Proceeds	Profit	(Loss)
	\$	\$	\$	\$
Transport				
Plant and Equipment				
Loader	24,381	50,000	25,619	-
Prime Mover	57,488	30,000	-	(27,488)
Ute 1	6,111	5,000	-	(1,111)
Ute 2	6,345	5,000	-	(1,345)
Total Disposal of Assets	94,325	90,000	25,619	(29,944)
Total Profit or (Loss)				(4,325)

YTD Actual

	WDV	Proceeds	Profit	(Loss)
	\$	\$	\$	\$
Other Property & Services				
Motor Vehicle				
Nissan Navara	8,494	9,227	733	-
Plant & Equipment				
Plant & Equipment	24,381	27,033	2,651	-
Total Disposal of Assets	32,875	36,260	3,384	-
Total Profit or (Loss)				3,384

Comments / Notes

PUBLIC ATTACHMENTS

SHIRE OF VICTORIA PLAINS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 March 2023

9. CAPITAL ACQUISITIONS

(a) Furniture & Equipment

Funding Source	Annual Budget	YTD Budget	YTD Actual	YTD Variance	
Other Property & Services					
Council Chambers - Furniture	5,000	3,744	-	3,744	0%
Total Furniture & Equipment	5,000	3,744	-	3,744	

(b) Plant and Equipment

Funding Source	Annual Budget	YTD Budget	YTD Actual	YTD Variance	% Complete
Transport	\$	\$	\$	\$	
Replacement Loader	295,000	295,000	295,000	-	
Prime Mover	239,688	239,688	239,911	(223)	
Ute 1	55,000	55,000	59,363	(4,363)	108%
Ute 2	55,000	55,000	56,065	(1,065)	
Ute 3	36,111	36,111	36,146	(35)	
	680,799	680,799	686,486	(5,687)	
Community Amenities					
Bolgart tip generator	8,000	5,994	2,370	3,624	30%
Calingiri Tip Generator	8,000	5,994	2,370	3,624	30%
	16,000	11,988	4,741	7,247	
Law, Order & Public Safety					
Community Safety Vehicle	65,000	65,000	52,006	12,994	80%
	65,000	65,000	52,006	12,994	
Recreation & Culture					
Mower Trailer	8,000	8,000	10,200	(2,200)	128%
Rotary Slasher	27,900	27,900	27,900	-	100%
Out-Front 72" Mower	37,500	37,500	37,500	-	100%
	73,400	73,400	75,600	(2,200)	
Total Plant and Equipment	835,199	831,187	818,833	12,354	

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

9. CAPITAL ACQUISITIONS (Continued)

(c) Infrastructure - Roads

	Funding Source	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	% Complete
Transport						
Bolgart West Road - Verge Mulching	MRWA / CBH	11,850	8,892	2,293	6,599	19%
Glentromie - Yerecoin Road - Reseal		17,654	13,239	-	13,239	0%
Wyening West Road - Verge Mulching	LRCIP	10,000	7,497	-	7,497	0%
Footpaths	LRCIP / CP	40,000	29,997	15,665	14,332	39%
Glentromie - Yerecoin Road - Replace W Be	RTR	16,000	10,667	1,073	9,594	7%
Old Telegraph Road - Resheet Formations &	RTR	214,879	161,154	-	161,154	0%
Glentromie - Yerecoin Road - Reseal	RTR	50,421	33,614	88	33,526	0%
Boundary Road - Resheet Existing Formatio	RTR	20,518	13,679	-	13,679	0%
Gillingarra - New Norcia Road - Reseal	RTR	42,777	28,518	-	28,518	0%
Ag Lime Calingiri - New Norcia Road	WSFN	797,714	598,284	14,235	584,050	2%
Mogumber - Yarawindah Road #2	WSFN	89,398	67,041	26,559	40,482	30%
Mogumber - Yarawindah Road #4	WSFN	55,000	55,000	55,000	-	100%
Mogumber - Yarawindah Road #5	WSFN	1,578,437	1,183,336	144,056	1,039,280	9%
Mogumber - Yarawindah Road	WSFN	1,744,545	1,308,402	141,162	1,167,240	8%
Calingiri - New Norcia Road	WSFN	200,000	133,333	4,115	129,218	0%
Signage	LRCIP	40,000	29,997	1,172	28,825	0%
Culverts	LRCIP	100,000	79,212	14,229	64,983	0%
Bolgart Bridge	LRCIP	45,000	33,750	11,815	21,935	0%
Golf Course Road	LRCIP	78,880	59,157	5,374	53,783	0%
Old Plains Road Vegetation Control	LRCIP	179,750	134,793	98,384	36,409	0%
Piawaning Waddington Road Vegetation Co	LRCIP	46,480	46,480	52,126	(5,646)	0%
		5,379,302	4,036,041	587,346	3,448,695	

Total Infrastructure - Roads

5,379,302 4,036,041 587,346 3,448,695

(d) Infrastructure - Other

	Funding Source	Annual Budget \$	YTD Budget \$	YTD Actual \$	YTD Variance \$	% Complete
Recreation & Culture						
Mogumber toilets		12,000	11,250	5,212	6,038	43%
Oval Renovation		20,000	20,000	20,136	(136)	101%
		32,000	31,250	25,348	5,902	
Economic Services						
Bolgart Caravan Park Toilet Block		222,714	175,380	78,180	97,200	35%
		222,714	175,380	78,180	97,200	
Community Amenities						
Yerecoin Sewerage Inspection Hatch x 2		50,000	50,000	52,750	(2,750)	106%
Tip Sites Fencing		50,000	37,494	-	37,494	0%
Mogumber Tip Fencing		35,464	26,595	38,190	(11,595)	108%
		135,464	114,089	91,863	22,226	
Transport						
Depot Fuel Tank		29,438	29,438	30,337	(899)	103%
		29,438	29,438	30,337	(899)	
Total Infrastructure - Other		419,616	350,157	225,729	124,428	
Total Capital Expenditure		6,639,117	5,221,129	1,631,907	3,589,222	

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

10. RATING INFORMATION

	Rateable Value \$	Rate \$	Number of Properties #	Annual Budget Revenue \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	YTD Actual Revenue \$
General Rates								
GRV	1,794,690	0.129120	163	231,730	231,730	-	-	231,730
UV	43,700,873	0.006541	318	2,758,477	2,860,248	(127,216)	22,975	2,756,007
Total General Rates				2,990,207	3,091,978	(127,216)	22,975	2,987,737
Minimum Rates								
GRV	89,190	485.00	65	31,525	32,010	1,333	178	33,521
UV	1,770,962	586.00	76	44,536	47,466	-	-	47,466
Total Minimum Rates				76,061	79,476	1,333	178	80,987
Total General and Minimum Rates				3,066,268	3,171,454	(125,883)	23,153	3,068,724
Other Rate Revenue								
Facilities fees (Ex Gratia)				89,739				90,192
Total Rate Revenue				3,156,007				3,158,916

Shire of Victoria Plains
SHIRE OF VICTORIA PLAINS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 March 2023

11. INFORMATION ON BORROWINGS

(a) Debenture Repayments

(i) Loan 84 Piawaning Water Supply

	Annual Budget	YTD Budget	YTD Actual
Economic Services	\$	\$	\$
Opening balance	92,906	92,906	84,124
Principal payment	(17,893)	(17,893)	(17,893)
Principal Outstanding	75,013	75,013	66,231
Interest payment	(1,984)	(1,984)	(1,984)
Guarantee fee	-	-	-
Total Principal, Interest and Fees Paid	(19,877)	(19,877)	(19,877)

(ii) Loan 83 Calingiri Football Club

	Annual Budget	YTD Budget	YTD Actual
Recreation and Culture	\$	\$	\$
Opening balance	162,163	162,163	162,163
Principal payment	(21,332)	(10,053)	(10,053)
Principal Outstanding	140,831	152,110	152,110
Interest payment	(4,206)	(3,546)	(3,546)
Service fee	-	-	-
Total Principal, Interest and Fees Paid	(25,538)	(13,599)	(13,598)

(iii) Loan 85 - Grader & Loader

	Annual Budget	YTD Budget	YTD Actual
Transport	\$	\$	\$
Opening balance	180,753	180,753	180,378
Principal payment	(39,493)	(19,705)	(19,705)
Principal Outstanding	141,260	161,048	160,673
Interest payment	(1,445)	(764)	(764)
Service fee	-	-	-
Total Principal, Interest and Fees Paid	(40,938)	(20,469)	(20,469)

(iv) Loan 87 - 2023 Plant

	Annual Budget	YTD Budget	YTD Actual
Transport	\$	\$	\$
Opening balance	-	-	-
Proceeds from borrowings	1,500,000	1,500,000	1,500,000
Principal payment	-	-	-
Principal Outstanding	1,500,000	1,500,000	1,500,000
Interest payment	-	-	-
Service fee	-	-	-
Total Principal, Interest and Fees Paid	-	-	-
Total Principal Outstanding	1,857,104	1,888,171	1,879,015
Total Principal Repayments	(78,718)	(47,651)	(47,650)

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 March 2023

11. INFORMATION ON BORROWINGS

(b) Self Supporting Loans

(i) Loan 83 Calingiri Football Club

	Annual Budget	YTD Budget	YTD Actual
	\$	\$	\$
Recreation and Culture			
Opening balance	162,163	162,163	162,162
Principal payment received	(21,332)	(10,053)	(10,053)
Principal Outstanding	140,831	152,110	152,109
Interest received	(4,206)	(3,546)	(3,546)
Service fee received	-	-	-
Total Principal, Interest and Fees Received	(25,538)	(13,599)	(13,598)
Total Principal Outstanding	140,831	152,110	152,109
Total Principal Received	(21,332)	(10,053)	(10,053)

PUBLIC ATTACHMENTS

SHIRE OF VICTORIA PLAINS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 March 2023

12. GRANTS, SUBSIDIES AND CONTRIBUTIONS

(a) Operating Grants, Subsidies and Contributions

Program / Details	Grant Provider	Annual Budget \$	YTD Budget \$	YTD Actual \$
General Purpose Funding				
General commission grants	WALGGC	226,403	164,252	169,802
Local roads grants		150,954	108,160	113,216
Governance				
Grant - Traineeship (DPIRD)		38,000	38,000	38,000
Law, Order and Public Safety				
DFES Operating Grant	DFES	93,354	70,011	64,336
Mitigation Activity Fund		38,650	38,650	19,325
Grant Income (Western Power)		-	-	1,848
Education and Welfare				
Seniors week/TAVD community	DLGC	12,530	12,396	12,000
Grant - WA Youth Week Grant		-	-	1,000
Community Amenities				
Local Government Heritage Grant		7,000	7,000	7,100
Recreation & Culture				
Grant - State Library ICT Grant		-	-	2,500
Transport				
Flood Damage Income - AGRN 962	WALGGC	4,250,067	-	-
Street lighting	MRWA	940	702	-
Direct road	MRWA	153,280	153,280	153,280
Total Operating Grants, Subsidies and Contributions		4,971,178	592,451	582,406
(b) Non-operating Grants, Subsidies and Contributions				
Transport				
Local Roads & Comm Infra Program	LCRI	19,223	19,223	21,146
Government Grant - R2R		344,595	258,444	344,594
AG Lime Route 2		560,740	420,552	-
R4R CLGF Grants		236,974	177,723	-
MRWA Mogumber - Yarawindah Road		902,971	677,223	-
WSFN Funding		3,435,584	2,576,682	756,766
Community Amenities				
Piawaning emergence Water Supply Grant		-	-	605
Total Non-Operating Grants, Subsidies and Contributions		5,500,087	4,129,847	1,123,111
Total Grants, Subsidies and Contributions		10,471,265	4,722,298	1,705,517

SHIRE OF VICTORIA PLAINS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 March 2023

13. BUDGET AMENDMENTS

GL Code	Description	Council Resolution	Increase in Cash	Decrease in Cash	Running Balance
	Budget deficit				(192,160)
	INCOME				
	Grants				
10325	Increase in FAGS - General		66,568		66,568
10326	Increase in FAGS - Local Roads		60,655		60,655
	Commissions				
10431	Transport Licencing suspended			(5,720)	(5,720)
10433	Other Commissions			(8,068)	(8,068)
10512	Fire Prevention Infringements Change of intent from infringement to warning letters			(25,000)	(25,000)
	Staff Housing				
10912	Staff Housing - 12 Harrington Street (WSM) NIL Rent			(3,800)	(3,800)
10913	Staff Housing - 16 Yulgering Street (Admin) NIL Rent			(6,000)	(6,000)
10921	Community Housing Calingiri APU 2 - Vacant			(6,240)	(6,240)
21030	Sewerage Scheme - Calingiri Transfer from Reserves		7,765		7,765
16010	Govt Grant - Direct MRWA additional funding		3,227		3,227
16092	LRCIP Funding from 21/22		19,223		19,223
11400	Private Works NIL income to date			(5,000)	(5,000)
	Net Income Variations	Council Meeting 14 Dec 2022			97,610
	EXPENDITURE				
20415	President Allowance President allowance underpaid in 21/22			(3,500)	(3,500)
20406	Meeting Costs Briefing sessions, community engagement			(7,766)	(7,766)
20408	Sundry Council iPads replacement			(12,803)	(12,803)
20435	Computing / IT Support iPad support, Cyber security, additional workstations (Library) and O365 licencing			(30,257)	(30,257)
20442	Subscriptions EAP Program, AROC membership			(6,930)	(6,930)
20452	Legal Fees Reduced requirement for engagement		10,000		10,000
20440	Office Building - Materials Water Leak / ATM Cage			(3,181) ⁴²	(3,181)

SHIRE OF VICTORIA PLAINS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 March 2023

13. BUDGET AMENDMENTS (continued)

GL Code	Description	Council Resolution	Increase in Cash	Decrease in Cash	Running Balance
20449	Occupational Health & Safety Activities completed through LGIS		5,267		5,267
	EXPENDITURE				
20445	Office Expenses MFA Mobile phone, CEO office furniture, lectern			(4,508)	(4,508)
20901	Staff Housing \$16,057 spent on CEO House furnishing			(17,000)	(17,000)
20430	CEO Transition Payout of Former CEO + Temporary CEO			(64,705)	(64,705)
20804	CDO Expenses Increased working hours compared to budgeted			(12,972)	(12,972)
APC	APU - Materials Air Conditioning and HWS replacement			(2,500)	(2,500)
21030	Effluent Disposal Schemes (STED) - Calingiri Repair to sewage lines - Railway St			(7,766)	(7,766)
	Water Supply				
21069	Bolgart WS - Reimbursement			(4,270)	(4,270)
21064	Gillingarra WS - Reimbursement			(4,270)	(4,270)
	Depot Maintenance				
21419	Hire of Temporary Fuel Storage Tank			(12,000)	(12,000)
AG0002 40025	Purchase of Land for Aglime Route Included in Aglime Road Construction		32,500		32,500
21322	Yerecoin Wayside Rest Area Electrical Work			(1,550)	(1,550)
21411	Works and Services WSM Employment package		113,147		113,147
21432	Parts and Repairs Ageing fleet requiring more frequent repairs			(55,000)	(55,000)
	<u>Net Expenditure Variations</u>	Council Meeting 14 Dec 2022			(90,064)
	CAPITAL				
40338	Out-front 72" Mower		2,500		2,500
40335	Rotary Slasher			(5,900)	(5,900)
40026	Ute 3		3,889		3,889
40339	Depot Fuel Tank		5,562		5,562
40026	Replacement Loader		55,000		55,000
40026	Prime Mover Float Refurbishment (deferred to 23-24)		30,000		30,000
	<u>Net Capital Variations</u>	Council Meeting 14 Dec 2022			91,051
	<u>Revised Surplus / (Deficit)</u>	Council Meeting 14 Dec 2022			(93,563)

SHIRE OF VICTORIA PLAINS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 March 2023

13. BUDGET AMENDMENTS (continued)

GL Code	Description	Council Resolution	Increase in Cash	Decrease in Cash	Running Balance
	Mid-year Budget Review				
	Adjustment to opening surplus		48,940		48,940
	Based on audited 2022 Financial Statements				
	INCOME				
10300	Rates			(100,142)	(100,142)
	Monochorum change in status to non-rateable				
10436	Traineeship Grant		38,000		38,000
	Successful Grant funding received				
16093	Fire Mitigation Initiatives			(211,350)	(211,350)
	Revised submission funding and expenditure				
10810	Community Grant		12,000		12,000
	Australia Day				
11010	Drum Muster			(6,040)	(6,040)
	Adjusted down to match expenditure				
11040	Planning Applications			(14,270)	(14,270)
	Reduced income from applications				
11057	Heritage		7,000		7,000
	Heritage Grant secured				
11300	Bolgart Caravan Park			(5,054)	(5,054)
	Reduced income to date from travellers				
11411	Diesel Fuel Rebate			(10,596)	(10,596)
	Forecast from 21/22 not meeting expectations				
11400	Private Works			(11,500)	(11,500)
	NIL income to date				
	<u>Net Income Variations</u>				(301,952)
	EXPENDITURE				
20439	Office / Facilities Cleaning			(20,000)	(20,000)
	Cleaning now contracted from 01 Feb 23				
20454	Records Management			(9,235)	(9,235)
	Engagement of additional consultants				
20404	Local Government Week		6,500		6,500
	Costs have been finalised for 2022-23				
20445	Office Expenses			(10,000)	(10,000)
	Trainee Workstation				
	Secure Filing cabinet				
20451	Consultants			(43,005)	(43,005)
	Rates - support for transitioning dedicated Rates Officer				
	IT Strategy - Computer Operating System				

SHIRE OF VICTORIA PLAINS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 March 2023

13. BUDGET AMENDMENTS (continued)

GL Code	Description	Council Resolution	Increase in Cash	Decrease in Cash	Running Balance
20442	Subscriptions AROC Corrella Management contribution			(7,442)	(7,442)
20409	Public Relations Reduced requirement for engagement		4,219		4,219
20430	Admin Salaries Traineeship Grant Expenditure			(38,000)	(38,000)
20436	Insurance Premiums Higher than budgeted premiums			(6,074)	(6,074)
20445	Records Management Archiving and Storage Boxes			(1,700)	(1,700)
20433	FBT Likely FBT charge for employees			(10,000)	(10,000)
20502	Bush Risk Mitigation Coordinator Contribution to Shire of GinGin not budgeted for			(61,232)	(61,232)
20543	Fire Mitigation Initiatives Revised submission funding and expenditure		211,350		211,350
20806	Community Grant Expenditure Australia Day			(12,000)	(12,000)
20903	APU Service Contracts not required		10,130		10,130
21071	Piawaning Water Supply (Desal'n) Service contract with minimal exp to date.		4,530		4,530
21052	Town Planning Contour & Feature Survey - Crown Reserves 18203 & 18204 Piawaning			(6,500)	(6,500)
21101	Calingiri Recreation Centre Service contracts with minimal expenditure		9,427		9,427
21107	Roads Board Building Fit out of building and WiFi			(10,500)	(10,500)
21122	Calingiri Sports Pavilion Cleaning prior to hand over of MOU lease			(1,500)	(1,500)
21202	Sealed Road Maintenance materials component with minimal exp to date.		5,000		5,000
21200	Unsealed Road Maintenance materials component with minimal exp to date.		25,000		25,000
21205	Drainage Maintenance materials component with minimal exp to date.		25,000		25,000
21419	Depot Maintenance Ramm Software Pty Ltd			(10,000)	(10,000)

SHIRE OF VICTORIA PLAINS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 31 March 2023

13. BUDGET AMENDMENTS (continued)

GL Code	Description	Council Resolution	Increase in Cash	Decrease in Cash	Running Balance
21220	Interest on Loan - 2023 Borrowings Loan interest not triggered until 23-24		25,250		25,250
21411	Works Manager Salary Allocation vs Contract		85,320		85,320
21413	Insurance - Workers Compensation Reallocation to correct Outside Crew			(2,969) (9,272)	(2,969) (9,272)
21422	Staff Training Reduction in required spend		2,000		2,000
	<u>Net Expenditure Variations</u>				154,297
	CAPITAL				
40104	Mogumber Hall Roof		81,767		81,767
40026	Prime Mover Truck		105,312		105,312
40328	Mogumber Toilets (LRCIP)			(9,000)	(9,000)
40340	Parker Road Solar Bore (LRCIP)		25,000		25,000
40341	Bolgart Caravan Park Toilet Block (LRCIP)			(33,405)	(33,405)
40324	Culverts (LRCIP) 2023 Borrowings Repayment		8,405 95,908		8,405 95,908
	<u>Net Capital Variations</u>				273,987
	<u>Revised Surplus / Deficit</u>				81,709

PUBLIC ATTACHMENTS

Overview

The policies in Section 3 are designed to assist with the provision of financial management:

- Council Policy Manual 2018 – Policy 3.1 Purchasing Framework requires a review of purchasing thresholds and the need to streamline processes for low value items whilst retaining appropriate levels of governance and control.
- Purchasing thresholds in terms of R11 have increased from \$150,000 to \$250,000
- All dollar values are quoted as Ex. GST.
- SoVP Council Policy Manual 2018

The following are comments regarding the policies in Section 3 of the SoVP Council Policy Manual 2018:

Policy No.	Title	Statutory Reference	Comment	Recommendation
3.1	Purchasing Framework	LG Act 3.57 LG (Functions and General) Regulations 1996 – 11A	<ol style="list-style-type: none"> 1. Less than \$1,500 - Quotations not required for items of minor recurrent nature, such as groceries, stationery, hardware, mechanical, reticulation consumables etc. 2. Employee must be satisfied that the price is competitive. 3. \$1,500 to less than \$5,000. 4. \$5,000 to less than \$10,000. 5. \$10,000 to less than \$50,000. 6. \$50,000 to less than \$150,000. 7. \$150,000 and above <p>Where the value of the goods and services to be procured is over \$150,000 (excluding GST) the Council is required to publicly invite open tenders.</p>	<ol style="list-style-type: none"> a. The threshold be lifted to \$2,000 due to general price increase of goods and services b. Corporate Credit Card can be used, i.e. no requirement for a purchase order to be issued. c. Purchases over \$2,000 must have a purchase order issued. d. \$2,001 to \$10,000 e. \$10,001 to \$40,000 f. \$40,001 to \$100,000 g. \$100,001 to \$249,999 <p>Where the value of the goods and services to be procured is or over \$250,000 (excluding GST) the Council is required to publicly invite open tenders unless exempted under R11 (2).</p>

Policy No.	Title	Statutory Reference	Comment	Recommendation
	WALGA Preferred Supplier or State Government Common Use Agreement thresholds –	LG (Functions and General) Regulations 1996 – 11 (2)	<p>\$150,000 and over - Obtain at least three written quotations containing price and specification of goods and services. Refer to Council for decision unless prior delegation to CEO</p> <p><i>Being on the preferred supplier panel means the supplier has already gone through the tender process.</i></p> <p><i>Whilst it may be prudent to obtain additional quotes, Council's purchasing policy should not be mandated to go over and above legislative requirements.</i></p>	\$250,000 and over – May obtain additional quotations containing price and specifications of goods and services.
3.1(d)	Specific requirements for tenders	LG (Functions and General) Regulations 1996 – 11 (1)	Where the value of the goods and services to be procured is over \$150,000 (excluding GST) the Council is required to publicly invite open tenders.	Where the value of the goods and services to be procured is, or over \$250,000 (excluding GST) the Council is required to publicly invite open tenders.
	Tender Exemption	LG (Functions and General) Regulations 1996 – 11 (2)	<i>Policy currently lists exemptions but its not clear if this is all of them and additional work will be required where LG (F&G) regulations change</i>	<p>2.Tender Exemption</p> <p>In some instances public tenders or quotation procedures are not required, regardless of the value of expenditure. The permitted exemptions are stipulated in the Local Government (Functions and General) Regulations 1996 r.11 (2) and include but not limited to:</p> <ul style="list-style-type: none"> • Expenditure authorised in an emergency. • Associated with a state of emergency. • Obtained through the WALGA Preferred Supplier Program. <p>Shire Officers considering the application of an exemption are to consult with senior finance personnel to ascertain if exemptions qualify and if so, that this is well documented including the applicable exemption under R11 (2) of the Local Government (Functions and General) Regulations 1996.</p>
	Tender Acceptance			

Policy No.	Title	Statutory Reference	Comment	Recommendation
3.2	Regional Price and Content Preference		<p>All tenders and procurement over \$150,000 are to be presented to Council for decision.</p> <p>Maximum reduction value per purchase - \$30,000</p> <p><i>Increase in the LG (F&G) Regulations 1996 R24D to \$50,000</i></p>	<p>All tenders and procurement that are equal to, or exceed \$250,000 are to be presented to Council for decision.</p> <p>Maximum reduction value per purchase - \$50,000</p>
3.3	Credit Cards – including store, fuel and debit cards		<p>4. Use by Persons other than the Cardholder</p> <p>a) Cardholders must not allow their card to be used by other persons per card conditions of use, even in absences.</p> <p><i>With the mernge of on line purchasing for necessity (e.g. COVID) the current policy is restrictive. Given, only senior management hold corporate credit cards, this also means time will be taken up with paperwork and actual procurement on minor items.</i></p> <p><i>Schedule 3.3(c) – Purchasing using Credit Cards also seems to be in conflict or at least ambiguous with 4 (a).</i></p> <p>9. Use of Cards Corporate Credit Cards or Debit Cards must not be used to purchase fuel products for Shire vehicles unless in exceptional circumstances – a fuel card should be used for this purpose where possible.</p> <p><i>Whilst understanding the use of a fuel card allows controls to ensure a shire asset is being filled, not all service stations accept fuel cards and there is an added fee cost to the shire.</i></p>	<p>4. Use by Persons other than the Cardholder</p> <p>a) Providing Schedule 3.3(c) – Purchasing using Credit Cards is complied with, personnel may use a Corporate Credit Card for purchases.</p> <p>b) Cardholders still have full responsibility for the use of the card and must ensure 3.3 (c) is complied with. Breaches of this condition will result in the Shire being liable for any unauthorised transactions and may result in disciplinary action, including but not limited to, repayment of the purchase personally.</p> <p>Recommend this be at the CEO’s discretion:</p> <p>9. Use of Cards Corporate Credit Cards or Debit Cards may be used to purchase fuel products upon approval of the CEO and provided it can be demonstrated as being used in a shire asset upon request.</p>

Colin Ashe

Manager Finance and Administration

13 Feb 2023



3.4 Investment

Responsible Areas	Finance and Administration
Responsible Officer	Manager Finance and Administration
Affected Staff	CEO, Manager Finance and Administration, Finance Coordinator

Objective

To take a conservative approach to the investment of the Shire of Victoria Plains surplus funds, but with a focus to add value, whilst ensuring that its liquidity requirements are being met.

Scope

Local Governments are required to ensure that they have effective and accountable systems in place to safeguard the Shire's financial resources. This includes the development of proper systems to authorise, verify and record the investment of monies in appropriate financial institutions.

Policy

The Chief Executive Officer shall be responsible for the management of the Council's funds and for reporting to the Council on these affairs.

Not less than two quotations shall be obtained from authorised institutions whenever an investment is proposed. The best quote on the day is to be determined taking into consideration administrative and banking costs as well as giving due regard to the limitations set in this policy.

In determining the term of maturity of any financial investment, regard shall be had to the cash flow needs of the Council, the intended purpose of the funds to be invested, prevailing interest rates and trends, and such other matters that would be appropriate in exercising the level of care, diligence and skill required by subsection 18(1) of the Trustee Act 1962.

Funds must be invested in an authorised institution as defined in this policy in Australian currency only. The types of investments that can be made are:

- Interest bearing deposits
- Bank accepted / endorsed bank bill.

Definitions

Authorised institution includes any of the following institutions

- Commonwealth Bank – CBA
- National Australia Bank – NAB
- Australia and New Zealand Bank – ANZ
- Westpac Banking Corporation
- Bankwest
- Suncorp Metway Bank
- Bank of Queensland – BoQ
- Adelaide Bank / Bendigo Bank
- Macquarie Bank

Relevant management practices/documents

Nil

Legislation/local law requirements

All investments are to be made in accordance with

- Local Government Act 1995 – Section 6.14
- The Trustees Amendment Act 1962 – re, Part III Investments (as amended 1997)
- Local Government Financial Management Regulations 1996 (19,28 and 49)
- Australian Accounting Standards

Office Use Only			
Relevant delegations	3.3		
Initial Council adoption	Date	17 October 2018	Resolution #
Last reviewed	Date	28 February 2023	Resolution #
Next review due	Date		

PUBLIC ATTACHMENT

OfficeUseOnly			
Relevant delegations			
Initial Council adoption	Date	Insert datehere	Resolution#
Last reviewed	Date	Insert datehere	Resolution#
Next reviewdue	Date	Insert datehere	

PUBLIC ATTACHMENTS



3.6 Debt Management

Responsible Areas	Finance
Responsible Officer	Manager Finance and Administration
Affected Staff	CEO, Finance Staff

Objective

To assist the CEO with conducting debt collection in a clear, efficient and consistent manner to improve transparency and reduce the likelihood of unrecoverable debts.

This policy provides a framework for the recovery of debts that incorporates effective and flexible payment arrangements in order to achieve Council's budgetary objectives, whilst giving all due consideration and assistance to ratepayers and debtors who display a genuine commitment to clearing their debt.

Scope

This policy applies to any person or organisation owing rates, charges, fees or other debts to the Shire of Victoria Plains.

Policy

1. In order for the Shire of Victoria Plains to operate effectively it must manage and control overdue accounts to reduce the likely occurrence of unrecoverable debts and to ensure consistency across all debt collection activities.
2. Council recognises that under Regulation 5 (1)(a) of the *Local Government (Financial Management) Regulations 1996* the CEO is directly responsible for establishing efficient systems and procedures for the proper collection of all money owing to the Shire of Victoria Plains including debt recovery practices. This includes requirements in line with legislation and with due regard to ensuring that debt collection is carried out in a fair and equitable manner.
3. The Shire of Victoria Plains observes separate practices used for the collection of general debts and those attributed to outstanding rates.

General Debts

All general debts older (including sundry debtors) than 180 days and over \$5,000 must be presented by the CEO to Council with a report outlining actions taken by the administration to recover the debt and proposing a way forward in terms of debt recovery.

The CEO may implement, for this purpose, an Executive Policy related to general debtor management outlining the Shire's credit terms and debt collection practices. Making at least two attempts to contact a debtor before submitting the debt to the Shire's debt collection agency is considered appropriate.

Outstanding Rates

General Requirements

Rate notices are due 35 days from the issue date in accordance with the *Local Government Act 1995*.

Amounts that remain outstanding past the prescribed due date will have daily interest applied as detailed on the rates notice. This requirement may be waived through further Council Policy or decision on the grounds of financial hardship or exceptional circumstances (declaration of a State of Emergency or a natural hazard).

Details of outstanding rates do not need to be presented to Council each month.

The CEO must present a report to Council on all rates that are overdue by more than 36 months or in excess of \$5,000. This report must detail all actions taken by the Shire to recover the debt and provide Council with a proposed way forward, noting that provisions exist under Section 6.64 of the *Local Government Act 1995* for the recovery of unpaid rates.

Executive Policy

The CEO may implement, for the collection of outstanding rates, an Executive Policy that encapsulates the following:

Payment by Instalments

The Administration to determine what portion of the full rates bill being paid would constitute a rate payers intention to pay by instalments if they have not paid the full first instalment amount by the due date – this portion must be a suitable percentage of the first instalment amount listed on the rates notice e.g. 20%.

Pensioner/Seniors Rebate

Ratepayers who have provided evidence of their pensioner or seniors rebate eligibility have until 30 June to make payment on their rates without incurring any interest penalties under the *Rates and Charges (Rebates and Deferments) Act 1992*, however their ESL and waste service charges must still be paid in full by the due date.

If it is determined that the ratepayer is not a pensioner/senior and has not made a suitable payment to be deemed to be paying by instalments, and rates remain outstanding then:

- I. 14 days after the rates notice due date, the ratepayer must be issued with a final notice requesting they contact the Shire to make payment or enter into a payment arrangement.
- II. 30 days after issuing final notices the Shire must review all outstanding rates and issue a letter of demand to all ratepayers with no payment arrangement or evidence of suitable payments being made to the Shire.
- III. Within 14 days of issuing letters of demand the Shire must attempt to make contact with the ratepayer via phone, email or another method that may involve consulting other agencies, to try and facilitate payment.
- IV. 60 days after the rates being due the Shire must instruct their debt collection agency to issue letters of demand to all ratepayers with overdue rates and no approved payment arrangement.

Pursuit of Rates

The Administration to manage how the Shire will pursue rates overdue for more than 60 days.

The Administration to Issue notices to lessees/tenants, where the property owner of a leased or rented property on which rates and service charges have been outstanding for more than 90 days, cannot be located or refuses to settle rates and service charges owed. This is in line with the provisions under Section 6.60 of the *Local Government Act 1995*. The lessee or tenant would be required to pay to the Shire the rent due that they would otherwise pay under the lease/tenancy agreement as it becomes due, until the amount in arrears has been paid.

Definitions

Debt: A sum of money owed or due to the Shire. This may be a rate, fee or charge or other debt.

Rates: Amounts owed to a local government based on charges laid upon the rateable land within its district.

Payment Arrangement: A bilateral agreement between the Shire and an individual/organisation to facilitate the repayment of overdue money owed to the Shire.

ESL: Emergency Services Levy.

Relevant management practices/documents

To be developed

Legislation/local law requirements

Local Government Act 1995: Part 6, Division 4, Clause 6.13 – Interest on money owing to local governments

Local Government Act 1995: Part 6, Division 6, Subdivision 4, Clause 6.45 – Options for payment of rates and service charges

Local Government Act 1995: Part 6, Division 6, Subdivision 4, Clause 6.51 - Accrual of interest on overdue rates or service charges

Local Government Act 1995: Part 6, Division 6, Subdivision 5, Clause 6.56 - Rates or service charges recoverable in court

Local Government Act 1995: Part 6, Division 6, Subdivision 5, Clause 6.60 - Local government may require lessee to pay rent

Local Government Act 1995: Part 6, Division 6, Subdivision 6, Clause 6.64 - Actions to be taken

Local Government (Financial Management) Regulations 1996: Regulations 5 and 11

Rates and Charges (Rebates and Deferments) Act 1992

Departmental Guideline Possession of Land For Recovery of Rates and Service Charges

Office Use Only			
Relevant delegations	Delegation 3.6 – Write Off of Sundry Debts (CEO up to \$100)		
Initial Council adoption	Date	28 April 2020	Resolution #
Last reviewed	Date	28 February 2023	Resolution #
Next review due	Date		



3.7 Panels of Pre-Qualified Suppliers

Responsible Areas	Administration
Responsible Officer	Chief Executive Officer
Affected Staff	Nil

OBJECTIVE

To set out the Shire's policy with respect to the establishment of panels of pre-qualified suppliers (contract panels) in accordance with Part 4, Division 3 of the *Local Government (Functions and General) Regulations 1996*.

STATUTORY CONTEXT

Head of Power:	<i>Local Government Act 1995</i>
Subsidiary Legislation:	<i>Local Government (Functions and General) Regulations 1996 Division 3 – Panels of Pre-qualified suppliers</i>
Influencing Legislation:	<i>State Records Act 2000</i>

CORPORATE CONTEXT

Policy manual	3.1 – Purchasing Framework
---------------	----------------------------

POLICY STATEMENT

Definitions

Contract Panel:	Is a panel made up of pre-qualified suppliers. May also be referred to as "panel" throughout the policy.
Pre-qualified Supplier:	A supplier who meets the requirements (specification) to be on a contract panel.
Shire:	Means the Shire of Victoria Plains.
Time Period:	The minimum time period a contract panel is established for is two (2) years.

General

The Shire may establish panels of pre-qualified suppliers where:

- Goods and/or services are likely to be purchased on a continuing and regular basis
- There are sufficient suppliers and a competitive market for the goods or services concerned
- The scope of activity for the goods and/or services covered by the procurement activity is assessed to be of low risk
- There are efficiencies that will be gained by establishing a panel and;
- The Shire has the capacity and capability to establish a panel and manage the risks associated with doing so.

Before establishing a contract panel

Before establishing a contract panel, the Shire must satisfy itself that there is, or will be a continuing need for the particular goods and services to be supplied by pre-qualified suppliers. This may be done by searching records for the frequency, type and cost of goods supplied or work undertaken in two (2) or more prior financial years.

What must be included in the written specification

Council (or the CEO if delegated authority) must approve a specification before seeking submissions for the establishment of a contract panel. The specifics will vary depending on the nature of each panel, but as a minimum each specification must include:

Key requirements

- The specification requirements in Policy 3.1 - Purchasing Framework applies in the first instance
- The scope of goods or services covered
- The potential volume of work that may be procured under the panel
- A stipulation that there is no guarantee that the Shire will purchase goods or services from pre-qualified suppliers on a panel
- The time period covered, which shall be for a minimum period of two (2) years
- The criteria for deciding how applications will be assessed and accepted
- The Shire employee or other person who will manage the panel and contracts on behalf of the Shire
- The process to remove a prequalified supplier from a panel
- What record keeping requirements a panel member is to meet and;
- That the Shire may vary the information referred to in:
 - Invitations for submission to join a panel and;
 - Schedule 1 attached to this policy.

When the panel has been established

- How quotes will be obtained from pre-qualified suppliers. This must be in accordance with the Shire's criteria under Policy 3.1 – Purchasing Framework.
- Any particular contract entered into with a pre-qualified supplier must not be for longer than 24 months. including any options to extend it. Subject to these factors, each panel specification will set out whether the Shire intends to:
 - Obtain quotations from each pre-qualified supplier on the panel with respect to all purchases; or
 - Purchase goods or services exclusively from any pre-qualified supplier appointed to the panel, and under what circumstances (e.g. what provisions will apply where a panel member is unable to or declines to supply the goods or services and the Shire might then move to the next highest ranked pre-qualified supplier); or
 - Develop a ranking system for the supply of goods or services with work awarded in accordance with a set process and which could be rotational, subject to a time constraint or any other matter relevant to the goods or services supplied.
- How pre-qualified suppliers will be invited to quote for the goods and services that they are expected to supply – which will be by email unless exceptional circumstances apply such as an IT outage, power interruption or emergency;

How the Shire will communicate with pre-qualified suppliers in a clear, consistent and regular way - which will be by email unless exceptional circumstances apply such as an IT outage, power interruption or emergency. Information sent to one supplier must be provided to all if quotes or proposals are being sought from more than one panel member; and

- The number of pre-qualified suppliers the Shire intends to put on panel.

Invitations for submissions to join a panel

Once a specification has been approved, State-wide public notice is to be given inviting applications to join a panel. Regulation 24AE provides for a minimum of 14 days for submissions, unless there is an emergency or genuine urgency involved.

Each invitation must:

- Include a brief description of the goods or services required;
- Identity a person from whom more detailed information may be obtained, including the list of detailed information. The list of detailed information is set out in Schedule 1 to this policy;
- Where applications may be submitted;
- The date and time after which applications cannot be submitted.

Receiving, opening and assessing applications to join or form a panel

Regulation 24AF provides that Regulation 16 applies to the receipt and opening of applications to join a panel.

Regulation 24AI requires the Shire to notify applications of the outcome of their application to join a panel.

Record keeping requirements

Tender Register

Information about panels must be recorded in the Shire's tenders register in accordance with Regulation 24AG. This includes:

- A brief description of the goods or services required;
- A copy of the State-wide public advertisement inviting applications;
- The name of each application received and opened;
- The name of the successful applicant; and
- The pricing schedule, or a summary of the amount of the consideration sought.

Records for each Panel and Contracts Awarded

Although Policy 3.1 – Purchasing Framework sets out the record keeping requirements for purchasing matters, the CEO will ensure other information as set out below is kept on file for each Panel as follows:

- Initiation documentation which justifies the need for a Panel to be created and approval of the draft specification by Council (or the CEO under delegated authority)
- A copy of the State-wide public advertisement inviting applications;
- Requests for applications documentation;
- Copies of applications received;
- Evaluation and negotiation documentation, including clarifications sought
- Approval and award documentation;
- Correspondence to applicants notifying of the establishment and composition of the panel;
- Subject to the provisions of each panel, requests for quotation sought pre-qualified

- suppliers and contracts awarded to panel members; and
- Purchase orders issued under the contract.

Information with regards to the panel offerings, including details of suppliers appointed to the panel, must be kept up to date, consistent and made available for access by all employees of the Shire.

Contract management and monitoring panel performance

The CEO is responsible for ensuring that contracts established with pre-qualified suppliers are performed in accordance with the specification. As a minimum, the criteria regarding contract monitoring and/or performance measurement is set out in Policy 3.1 – Purchasing Framework.

APPLICATION

Applies to those who are deemed suitable as pre-qualified suppliers.

HISTORY

OCM 26 February 2020: New Policy

NOTES

Schedule 1

To satisfy Regulation 24AD (5) of the Regulations, when establishing a panel of pre-qualified suppliers, the detailed information associated with each invitation to apply to join the panel must also prescribe references to:

- (a) The Shire’s written policy re prequalified suppliers and purchasing framework;
- (b) Such information the Shire decides should be disclosed to those interested in applying to the Panel;
- (c) The detailed specifications of the goods or services to be supplied;
- (d) The criteria for deciding which applications to joining the Panel should be accepted;
- (e) An explanation how the panel will operate;
- (f) Whether or not the Shire intends to buy the goods exclusively from pre-qualified suppliers on the
- (g) A statement to the effect that there is not a guarantee that the Shire will purchase goods or services from pre-qualified suppliers on the Panel;
- (h) The period for which the Panel will be established;
- (i) The number of pre-qualified suppliers the local government intends to put to the panel.

Office Use Only			
Relevant delegations	3.7, 3.8		
Initial Council adoption	Date	26 February 2020	Resolution#
Last reviewed	Date	28 February 2023	Resolution#
Next review due	Date		



3.8 Financial Hardship

Responsible Areas	Administration
Responsible Officer	Manager Finance and Administration
Affected Staff	Finance Staff

Objective

This Financial Hardship Policy outlines how the Shire of Victoria Plains (“we”) will assist a residential customer (“you”) who cannot pay a debt (including water services) because of financial hardship. The Shire of Victoria Plains recognises that from time to time, challenges will arise and result in financial hardship for our ratepayers.

This Policy is intended to ensure that we offer fair, equitable, consistent and dignified support to ratepayers suffering hardship, while treating all members of the community with respect and understanding.

Scope

This policy recognises the requirements of the applicable legislation (see the statutory listing including the relevant orders in the Legislation/Local Law Requirements section of this policy) and applies to:

1. Outstanding rates and service charges as at the date of adoption of this policy; and
2. Any other financial debt in excess of \$500

This Policy is not intended to provide rate relief to ratepayers who are not able to evidence financial hardship and the statutory provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* will apply.

Policy

1. Payment difficulties, hardship and vulnerability¹

Payment difficulties, or short term financial hardship, occur where a change in a person’s circumstances result in an inability to pay a rates or service charge debt.

Financial hardship occurs where a person is unable to pay rates and service charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependants. This policy is intended to apply to all ratepayers experiencing financial hardship regardless of their status, be it they are a property owner, tenant, business owner etc.

2. Financial Hardship Criteria

While evidence of hardship will be required, we recognise that not all circumstances are alike. We will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

- Sickness or recovery from sickness;
- Unanticipated circumstances such as caring for and supporting extended family.

¹ Adapted from the Ombudsman Western Australia publication, **Local government collection of overdue rates for people in situations of vulnerability: Good Practice Guidance**: <http://www.ombudsman.wa.gov.au/>

- loss of your or a family member's primary income;
- spousal separation or divorce;
- loss of a spouse or loved-one;
- physical or mental health issues;
- a chronically ill child;
- budget management issues associated with a low income; and
- other unforeseen factors affecting your capacity to pay, such as a reduction in income or an increase in non-discretionary spending.

3. Identifying Customers in Financial Hardship

If you think you may be in financial hardship we encourage you to contact us as soon as possible. You may ask your financial counsellor to contact us on your behalf.

We will assess within three business days whether we consider you to be in financial hardship. If we cannot make our assessment within three business days, we will communicate this with you and advise of a new timeframe.

Ratepayers are encouraged to provide any information about their individual circumstances that may be relevant for assessment. This may include demonstrating a capacity to make some payment and where possible, entering into a payment proposal. We will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying our statutory responsibilities.

4. Payment Arrangements

Payment arrangements facilitated in accordance with Section 6.49 of the Act are of an agreed frequency and amount. These arrangements will consider the following:

5. That a ratepayer has made genuine effort to meet rate and service charge obligations in the past;
6. The payment arrangement will establish a known end date that is realistic and achievable;
7. The ratepayer will be responsible for informing the Shire of Victoria Plains of any change in circumstance that jeopardises the agreed payment schedule.

In the case of severe financial hardship, we reserve the right to consider waiving additional charges or interest (excluding the late payment interest applicable to the Emergency Services Levy).

8. Interest Charges

A ratepayer that meets the Financial Hardship Criteria and enters into a payment arrangement may request a suspension or waiver of interest charges. Applications will be assessed on a case by case basis.

9. Deferral of Rates

Deferral of rates may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred rates balance:

- remains as a debt on the property until paid;

- becomes payable in full upon the passing of the pensioner or if the property is sold or if the pensioner ceases to reside in the property;
- may be paid at any time, BUT the concession will not apply when the rates debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- does not incur penalty interest charges.

10. Debt recovery

We will suspend our debt recovery processes whilst negotiating a suitable payment arrangement with a debtor. Where a debtor is unable to make payments in accordance with the agreed payment plan and the debtor advises us and makes an alternative plan before defaulting on the 3rd due payment, then we will continue to suspend debt recovery processes.

Where a ratepayer has not reasonably adhered to the agreed payment plan, then for any Rates and Service Charge debts that remain outstanding on 1 July each year, we will offer the ratepayer one further opportunity of adhering to a payment plan that will clear the total debt by the end of that financial year (1 July – 30 June).

Rates and service charge debts that remain outstanding at the end of the financial year, will then be subject to the rates debt recovery procedures prescribed in the *Local Government Act 1995*.

11. Review

We will establish a mechanism for review of decisions made under this policy, and advise the applicant of their right to seek review and the procedure to be followed.

12. Communication and Confidentiality

We will maintain confidential communications at all times and we undertake to communicate with a nominated support person or other third party at your request.

We will advise ratepayers of this policy and its application, when communicating in any format (i.e. verbal or written) with a ratepayer that has an outstanding rates or service charge debt.

We recognise that applicants for hardship consideration are experiencing additional stressors, and may have complex needs. We will provide additional time to respond to communication and will communicate in alternative formats where appropriate. We will ensure all communication with applicants is clear and respectful.

13. Useful Information

Redirection of rate notice: We will advise you of your right to have your rate notice redirected to another person if you are absent or ill.

Financial counselling:

Financial counsellors may offer free, independent information to help you take control of your financial situation.

The Financial Counsellors' Association of WA (FCAWA) can refer you to a financial counsellor in your area. Alternatively, you can call the Financial Counselling Helpline. The Helpline provides a free confidential service for all Western Australians with financial problems and queries.

Website: www.fcawa.org

Financial Counselling Helpline: 1800 007 007

Definitions

Nil

Relevant management practices/documents

Executive Policy regarding Debt Management/Recovery

Procedures regarding Debt Management/Recovery

Legislation/local law requirements

Local Government Act 1995 – s6.49

Local Government (Financial Management) Regulations 1996

Office Use Only			
Relevant delegations	Delegations 3.4; 3.5 & 3.6		
Initial Council adoption	Date	27 May 2020	Resolution #
Last reviewed	Date	27 July 2022	Resolution #
Next review due	Date	June 2023	



Integrated Strategic Plan

2022 - 2032



www.victoriaplains.wa.gov.au

Welcome from the Shire President

The Shire of Victoria Plains has completed a major review of our Strategic Community Plan. This is your plan and presents our community's vision for the next 10 years, 2022-2032. I thank the many community members who provided input and feedback. The passion you have for our Shire is inspiring. Together with our Shire Workforce, Council will work hard to achieve these goals and objectives. We hope you will join us on the journey and help us focus on the priorities of Victoria Plains.

Cr Pauline Bantock
President

Key Aims of the Plan

- Renewal and maintenance of **roads and footpaths**
- **Joint planning** with local organisations and leaders in the community to help achieve goals
- Improvements to **townsite aesthetics and business districts**
- Development of **tourism infrastructure and servicing**
- Supporting **services for seniors**
- Supporting our **emergency services and club volunteers**
- Quality **Shire owned accommodation**
- Advocacy on the **retention of schools** and **improved power, water and telecommunications services**
- **Bushfire** prevention, preparation and control
- **Engagement and communication** with residents

Key Achievements since the 2017/18 – 2027/28 Strategic Plan

Our Shire has achieved the following since our last major Strategic Community Plan review.

- ✓ Adopted a community engagement policy and communications strategy
- ✓ Established a process to capture works requests so we can maintain our infrastructure efficiently
- ✓ Lobbied for improved water and power supplies
- ✓ Increased access to recycling within the Shire
- ✓ Improved our tourism opportunities by securing funding for a new amenity block at the Bolgart Caravan Park
- ✓ Guided the health and wellbeing of our community through the pandemic
- ✓ Supported our volunteers and community groups through unusual circumstances and legislative changes

Shire of Victoria Plains
Our Commitments

We will listen, consult and engage with our communities

We will encourage, welcome and value constructive feedback

We will unite our communities

We will work together as a team and be empathetic of each other's responsibilities and commitments

We will lead and govern to the best of our ability

We will demonstrate ownership of decisions we make

PUBLIC ATTACHMENTS

Our Demographics Tell Us

Where we are now

- **910¹ people** call the local government area home
- **Our population** growth rate is -0.86%²
- **Median age** is 45yrs
- **Our community:** 235 families with children
- **We have an ageing population:** The percentage of the resident population from 0 – 19yrs is under the State average, but 45 to 85 years and over is noticeably higher than the State average.
- **We have varied levels of affluence in the community:** family (\$1,602/wk) and household income (\$1,225/wk) is below WA and Australian averages, but personal weekly (\$706) income is above the Australian average (below State average). Average annual income is \$45.5K
- **We have low unemployment:** 3.6%³ compared to state average of 7.8%
- **65.7% of our workforce is full time**
- **We have high car ownership rates:** because we have no public transport access. We like to walk to work and social activities but also our geographical isolation requires us to travel longer distances
- **We have high volunteerism:** 30.3% of residents undertake voluntary work, well above the state (19%) and national average (19%)⁴
- **Business entries and exits** as a proportion of total businesses was 6.6% (since last Census)
- **1008 Socio-Economic Indexes for Areas (SEIFA)** which indicates minimal disadvantage in the Shire

Where we will be in 10yrs

- **Population may decline by 2031:** Predicted population of 820⁵

¹ Census 2016

² INSIGHT RAI

³ INSIGHT RAI

⁴ INSIGHT RAI

⁵ WA Tomorrow Band C Report 11

How We Developed this Document

Our Strategic Community Plan reinforces our commitment to the people who live, work and visit our communities. The purpose of this document is to provide a clear purpose and strategic direction for our Shire, and to source the funding and support required to address the community priorities detailed later in this document.

It was developed based on

- The State Government's Blueprint for the region and other relevant policies, plans and strategies from both the State and Federal Governments.
- Community engagement on what is important to the people that live within our Shire.
- Input from Elected Members and Staff based on feedback they have received and their strong desire to deliver positive outcomes for their community.
- Current partnerships and projects already being delivered.

Progress Reporting

The Shire of Victoria Plains has adopted a traffic light based Quarterly Update to report progress against the priorities as detailed in the Corporate Business Plan which will be shared via a Council Item and on the Shire website. In addition, results are formally communicated to the community annually via the legislated Annual Report.

IPR Reviews

This Strategic Community Plan will be subjected to a minor review in 2024 and a major review requiring extensive community engagement in 2026 as legislated. In addition, the Corporate Business Plan will be reviewed and updated annually to reflect any changes to priorities, service levels and the budget.

PUBLIC ATTACHMENTS

Summary of Community Engagement

Engagement Activity	Details	Attendees
Staff Workshop	Facilitated discussion	12
Community Workshop – 1 Calingiri	Facilitated discussion	5
Community Workshop x 2 - Yerecoin	Facilitated discussion	6
Community Workshop 3 - Bolgart	Facilitated discussion	8
Community Workshop 4 – Mogumber	Facilitated discussion	17
Drop in session – Calingiri	Informal	6
Drop in session - Yerecoin	Informal	9
Drop in session - Bolgart	Informal	5
Councillor Workshop and Senior Staff	Facilitated discussion	8
Constituent phone calls and submissions to consultant	Informal	13
Community Survey	Online and hardcopy	96
TOTAL REACH		183

Strategic Priorities

Community members were asked to rank the following strategic priorities in order of importance to them with the resulting order being.

	Medium Priority	High Priority
Access to, support and advocacy for local health services		
Provision and maintenance of community buildings, halls and toilets		
Access to services and facilities for indigenous and culturally diverse groups		
Access to services and facilities for people with disabilities		
Bush fire prevention and control		
Natural disaster management and adverse events planning		
Conservation and environmental management including biodiversity, climate change, weed control, water conservation		
Streetscapes, amenity improvement, lighting and development of Town Centres		
Economic and tourism development		
Facilities, services and care available for Seniors		
Delivery and support for events, arts and cultural activities		
Sport and Recreation activities, facilities and support		
Support for community groups, volunteers and clubs		
Heritage and conservation of history		
Safety, security and ranger services		
Services and facilities for youth		
Provision of parks, play spaces and public open space		
Provision and maintenance of roads, grading, sealing		
Services and facilities for families and early learning years		

Waste collection, minimisation, management and sustainability		
Access, support and development of housing options locally		
Provision of footpaths, cycleways and trails for access and recreation		
Development of education, training and services locally		
Consultation, engagement and communication		

Emerging issues raised by community members at the various engagement forums:

- Consistent, clear and transparent **communication** to the community by the Shire
- The **care for one another** were recurring reasons that people value living in the Shire
- Communities are **safe and friendly**
- Desire to **attract tourists, support businesses** and improve the **townscapes**
- **Attracting permanent and transient populations** to use local schools, businesses etc
- The **retention of schools** and improved services for **water, power and telecommunications**
- The **importance of volunteering** and the strong desire to work with the Shire to achieve common goals
- The **importance of agriculture** to the local economy and the need to maintain road networks
- **Care for our seniors** and services to support them
- Responsible, collaborative and transparent **leadership**

PUBLIC ATTACHMENTS

Community Priorities 2022 - 2032

STRATEGIC PRIORITIES	WE KNOW WE ARE SUCCEEDING WHEN
1. COMMUNITY	
1.1 Healthy, connected and safe communities	Achieve and update the Disability Access Inclusion Plan
	Achieve and update the Aged Friendly Community Plan
	Maintain and extend the footpath network
	Achievement towards our Public Health Plan
1.2 Inclusive community activities, events and initiatives	Well attended local events and activities
	Volunteers and community groups feel supported
	Community Development Officer jointly plans and works with local groups
	We increase the number and diversity of sport, recreation, learning and cultural events
1.3 Recreational, social and heritage spaces are safe and are activated	Sport and recreation facilities are planned, maintained and developed in a coordinated manner, aligned with community need
	Shire owned community buildings and places of interest are well maintained and used
1.4 Support emergency services planning, risk mitigation, response and recovery	We collaboratively plan service delivery and respond to emergency situations (LEMC)
	Emergency service volunteers are supported and the community understands how to respond to emergencies / natural disasters

STRATEGIC PRIORITIES	WE KNOW WE ARE SUCCEEDING WHEN
2. ECONOMY	
2.1 We understand traditional and emerging industries across the Shire	Townsite amenities are welcoming and attractive
	Our population increases
	Reduction in the number of mobile black spots across the Shire
	Demonstrated progress with stakeholders for the permanent supply of water to the town of Mogumber
	We are business friendly and industrial land is utilised
	We can attract and retain staff because we maintain and increase our housing stock
	Communities and opportunities are promoted by the Shire
	We forward plan for emerging industries
2.2 Safe and efficient transport network enables economic growth	Local benefits are delivered through our active participation in the Wheatbelt Secondary Freight Network
	Safe and well maintained connection to Great Northern Hwy
	Road plant and equipment enables achievement of the 10yr Road Plan
	Less impact on our roads due to extreme weather events and increased vehicle tonnage (road engineering, stormwater management)
2.3 Visitors have a positive experience across our communities	Our parks and community spaces are green, tidy and accessible
	Visitors receive timely and accurate information about attractions and amenities
	Clean, accessible and modern public toilets
	Caravan Parks are attractive, expanded and well utilised

STRATEGIC PRIORITIES		WE KNOW WE ARE SUCCEEDING WHEN	
3. ENVIRONMENT			
3.1 Maintain a high standard of environmental health and waste services	Community satisfaction with waste management services and sites		
	Compliance with environmental health legislation		
3.2 Conservation of our natural environment and resources	Responsive and a high standard of Ranger services		
	Nature reserves in our control are managed and protected		
	Shire water resources are efficient, equitable and we advocate for improvements in the network		

STRATEGIC PRIORITIES		WE KNOW WE ARE SUCCEEDING WHEN	
4. CIVIC LEADERSHIP			
4.1 Forward planning and implementation of plans to achieve community priorities	Performance against targets are regularly reported to the community		
	We attend meetings of key local and regional organisations to jointly plan for our community		
	Demonstrated progress towards achievement of the Corporate Business Plan		
4.2 Shire communication is regular, clear and transparent	Residents and community groups believe they are being listened to and fairly treated		
	Positive feedback through our customer survey		
	Council and Staff work closely with the community to successfully achieve projects or outcomes that deliver upon priorities		
4.3 Proactive and well governed Shire	External audits and reviews confirm compliance		
	We have sound financial management policies and attract external funding to help achieve our goals		
	Councilors attend training and feel supported in their role		
	Council is supported by a skilled team		

Strategic Risks for the Shire of Victoria Plains:

The following risks were identified by Council and mitigation of these risks are included in the Strategic Community Plan, Corporate Business Plan, Workforce Plan and Long Term Financial Plan.

INTERNAL RISKS	EXTERNAL RISKS
Increasing compliance on local governments	Access to skilled labour
Asset management and preservation	Increasing costs of contractors and low availability
Meeting community expectations	Health pandemic / endemic
Attracting qualified staff	Increasing reliance and compliance on volunteers
Retaining staff	Poor telecommunications infrastructure and services
Reliance on external government funding	Natural disasters
Allocation of resources to achieve our goals	Closure of schools (linked to population)
Limited resources	Cost of borrowing
Managing compliance with community priorities	Local Government Reform
Council cohesion	Small population, rate base dispersed
	Volunteer fatigue
	Larger agribusinesses

Date of Adoption

The Integrated Strategic Community Plan 2022-2032 was adopted by Council on 3 August 2022

PUBLIC ATTACHMENTS

IMPLEMENTATION PLAN

2022/23 – 2026/27

Vision

A Place to Grow



Community Engagement

<u>Purpose</u>	To share information, gather views and opinions, develop options, build consensus, and make effective decisions that consider stakeholder input.
<u>Guiding Principles</u>	Taken from IAP2 drivers of contemporary engagement practice: <ul style="list-style-type: none">• Based on the belief that those who are affected by a decision have the right to be involved in the decision-making process• Communicates to participants how their input impacts the decision• Includes the promise that the public's contribution will influence the decision• Provides participants with the information they need to participate in a meaningful way• Promotes sustainable decisions by recognising and communicating the needs and interests of all participants including decision makers• Seeks out and facilitates the involvement of those potentially affected by or interested in a decision• Seeks input from participants in designing how they participate
<u>Key Inputs</u>	Community Engagement Policy: Various engagement techniques that are identified for each engagement activity such as community and stakeholder workshops, surveys, social media, face to face interviews, submissions, pop up engagement hubs
<u>Reviewed</u>	By utilising feedback received to inform the decision-making process
<u>Reported</u>	Strategic Plan Reference section of ordinary meeting of Council items Integrated Strategic Plan reports Summary of key engagement activities in the Annual Report Community Engagement Policy Reviews Communications Strategy Report

Resource Management - Integrating Asset, Finance, and Workforce Planning

<u>Purpose</u>	To use our people and resources to protect and enhance our infrastructure and natural environment and to deliver Shire services in a financially sustainable manner
<u>Guiding Principles</u>	Demonstrated compliance Enhanced community consultation Improved management of risk Improved social responsibility Skilled and motivated workforce Sustainable financial performance Well informed investment decisions
<u>Key Inputs</u>	Asset condition data Community service level expectations Long Term Financial Plan Technical and quality requirements
<u>Reviewed</u>	Annually to update financial modelling using current data Major review of the LTFP every 4 years
<u>Reported</u>	Annual Report Asset Ratios Plant Replacement and Utilisation reporting Financial and strategic implications of Ordinary Meeting of Council items

PUBLIC ATTACHMENTS

Purpose To ensure that relevant risks and opportunities have been identified, assessed, and mitigated as part of any decision or action.

Guiding Principles Based on the best available information
Clarifies uncertainty
Facilitates continual improvement and enhancement of the organisation
Integral part of organisational processes
Informs decision making
Systematic, structured, and timely
Tailored to suit all environment types
Takes human and cultural factors into account
Transparent and adaptive to all areas of risk

Key Inputs Governance Compliance Calendar
Officer Reports
Risk Reporting Framework
Audit Report

Reviewed Risk Management and Governance falls on all levels of the organisation including Council, Committees of Council, the Management Team, Staff and Persons who perform functions or deliver services on behalf of the Shire.

Council is responsible for ensuring that Council strategy and Shire operations through the CEO are managed within an effective risk management framework. Key processes and tools include:

- Regulation 17 review every 3 years;
- Risk Management profiling tool, reviewed quarterly;
- The Audit Committee, working with the CEO is responsible for reviewing the Risk exposure of the Shire and recommending to Council the acceptable level of risk tolerance.

How Reported Audit Committee meeting minutes
Risk section of ordinary Council meeting Items

Note: The allocations in this plan will be reviewed yearly in accordance with the annual review of the Implementation Plan (Corporate Business Plan).

IMPLEMENTATION OF COMMUNITY PRIORITIES

The Business Plan is aligned to the Strategic Community Plan, Annual Budget and Long Term Financial Plan.

1. COMMUNITY						
STRATEGY	ACTION	Lead	22/23	23/24	24/25	25/26
1.1 Healthy, connected and safe communities	a. Update and achieve strategies in the Disability Access Inclusion Plan	EHO	See 2.3d	TBA	TBA	TBA
	b. Support seniors activities	CDO	850	1,000	1,000	1,000
	c. Achieve strategies in the Aged Friendly Community Plan	CDO	0	0	TBA	TBA
	d. Annual footpath maintenance, upgrade and extension	MWS	40,000	41,500	43,000	44,500
	e. Achieve strategies in the Public Health Plan	EHO	5,000	TBA	TBA	TBA
	f. MoUs with local community organisations implemented	CDO	5,000	0	0	0
1.2 Inclusive community activities, events and initiatives	a. Employ a Community Development Officer	CEO	Salary	Salary	Salary	Salary
	b. Source funding and co-ordinate delivery on initiatives that support arts, culture, learning and recreation	CDO	5,000	5,000	5,000	5,000
	c. Community Grant Scheme for volunteer groups	CDO	20,000	20,000	20,000	20,000
	d. Support existing community events to attract people to our communities and businesses	CDO	15,720	20,000	20,000	20,000
1.3 Recreational, social and heritage spaces are safe and are activated	a. Develop and implement a Sport and Recreation Master Plan	MFA	0	0	0	50,000
	b. Promote and maintain heritage facilities	CDO	15,000	TBA	TBA	TBA
	c. Community gym	MFA	4,550	4,750	4,900	5,150
1.4 Support emergency services planning, risk mitigation, response and recovery	a. Active leadership and participation in LEMC	CoSO	5,000	New LEMA 10,000	TBA	TBA

	b. Scenario planning and training	CESM	DFES + 1,500	DFES + 1,550	DFES + 1,600	DFES + 1,650
	c. Community Safety Officer provides education and support to residents to prepare for natural disasters and bushfires	CoSO	5,000	TBA	TBA	TBA
	d. Plan and deliver Emergency Service facility upgrades when required and as per asset management plan	CESM	0	TBA	TBA	TBA
	e. Support emergency service volunteer attraction and retention	CESM	DFES 40,000	TBA	TBA	TBA

Note

DFES = Department of Fire and Emergency Services Annual Grant

PUBLIC ATTACHMENTS

2. ECONOMY						
STRATEGY	ACTION	Lead	22/23	23/24	24/25	25/26
2.1 Support the diverse industry across the Shire	a. Develop and implement townsite improvement plans in collaboration with each community	MWS CDO	0	Planning 30,000	Stage 1 TBA	Stage 2 TBA
	b. Develop and implement a business and industry attraction strategy (Economic Development Plan)	CEO	0	20,000		
	c. Forward plan for additional industrial lots	MFA MWS TP			Scheme Review 30,000	Survey and Planning
	d. Facilitate expansion of telecommunications networks across the Shire and advocate for reduced number of black spots across the Shire	CEO	0	TBA	TBA	TBA
	e. Review town planning scheme	TP	N/A	N/A	N/A	Review
	f. Develop and implement a Marketing Plan that promotes the lifestyle and opportunities	CEO	0	TBA	TBA	TBA
	g. Demonstrated progress towards securing consistent supply of water across the Shire	MWS	See 3.1e	TBA		
	h. Maintain and upgrade Shire housing stock	PBS	5,000	See Major Project 14 1.039M		
	i. Advocate for power reliability and safety across the Shire	CEO		TBA	TBA	TBA
2.2 Safe and efficient transport network enables economic growth	a. Active participation in the Wheatbelt Secondary Freight Network group	CEO	WSFN	WSFN	WSFN	TBA
	b. Demonstrated achievement of our 10yr Road Plans	MWS	Monitor and report to Council Links to funding options such as WSFN RRG,	Review plans and extend as required Ensure funding in annual budgets	Major Projects	Major Projects

			AgLime R2R			
	c. Develop 10yr replacement plan for Plant and Equipment	MWS	0			
	d. Equipment replacement as per our Plant and Equipment Schedule – See Major Projects	MWS	\$1M	Major Projects	Major Projects	Major Projects
	e. Confirm stormwater infrastructure and maintain/upgrade as per budget	MWS		50,000	50,000	60,000
	f. RAV Network assessment is undertaken	ENG	10,000			
	g. Safe and clean truck bays and roadside parking (under Shire ownership)	MWS	0	Planning	Planning	100,000
2.3 Visitors have a positive experience across our communities	a. Shire owned gardens and verges maintained and enhanced	MWS	Annual budget allocations	Annual budget allocations	Review all parks infrastructure and assets, create master plan for upgrades.	Commence upgrade program with funding as required up to \$200,000 p/a
	b. Regular cleaning, maintenance and improvements of public toilets	PBS CSO	Annual budget allocations	Annual budget allocations	Annual budget allocations	Annual budget allocations
	c. Consistent online visitor information and promotion of our attractions	PO CDO	Annual budget allocations	Annual budget allocations	Annual budget allocations	Annual budget allocations
	d. Upgrade the Bolgart Caravan Park Ablution block	MWS	LRCI3 222,714			
	e. Review and enhance Caravan Parks in line with asset management planning and annual budget, seeking external grant funding. See Major Projects	MWS CDO	0	10,000	See Major Project 14 2.010M	10,000
	f. Install RV Dump Point in Bolgart	EHO		20,000		
	g. Implement townscape, visitor and signage plan	MWS CDO	LRCI funding to plan/	50,000	TBA	TBA

			impleme nt			
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3. ENVIRONMENT

STRATEGY	ACTION	LEAD	22/23	23/24	24/25	25/26
3.1 Maintain a high standard of environmental health and waste services	a. Deliver environmental health services	EHO	40,000	41,500	43,000	44,500
	b. Continue to educate the community about waste minimization and recycling	EHO	Annual budget allocations	Annual budget allocations	Annual budget allocations	Annual budget allocations
	c. Capacity and infrastructure enhancements at our landfill sites	EHO MWS	LRCI3A 50,000 Mogumber Landfill Fence 35,000	WMP	WMP	WMP
	d. With the community forward plan the aesthetics of our cemeteries	MWS CDO	0	0	TBA	TBA
	e. Improve Sewerage Schemes (Forms part of the Rate Review)	EHO MWS	10,000	50,000	0	50,000
3.2 Conservation of our natural environment	a. Promotion and management of invasive species programs to the community	EHO	TBA	TBA	TBA	TBA
	b. Preparation and management of nature reserves and roadside verges to reduce bushfire risk	MWS CESM	MAF LRCIB	250,000	250,000	250,000
	c. Animal control program is reviewed annually: a. Dogs, Cats b. Corella Management	CoSO	0 5,000	5,175 10,000	5,350 10,000	5,500 10,000
	d. Develop and implement a Water Strategy (Includes development of framework for the strategy and key CWSP grant funding)	CEO	CWSP	30,000	30,000	0

Notes:

CWSP = Community Water Supply Program Grants

LRCI3A = Local Roads and Community Infrastructure Program. Finish fencing Calingiri Landfill

LRCIB = Local Roads and Community Infrastructure Program. Vegetation control works

MAF = Mitigation Activity Fund.

WMP = Waste Management Plans

4. CIVIC LEADERSHIP						
STRATEGY	ACTION	LEAD	22/23	23/24	24/25	25/26
4.1 Forward planning and implementation of plans to achieve community priorities	a. Deliver quarterly reviews of the Shire Community Strategic Plan and Corporate Business Plan.	GO	15,000	0	0	30,000
	b. Active participation in AROC and Avon Midland CZ	CEO	5,000	5,000	5,000	5,000
4.2 Shire communication is regular, clear and transparent	a. Implement and review the community engagement policy	CEO	0	0	0	2,500
	b. Implement the Communications Strategy	CEO	0	0	0	2,500
	c. Continue to uphold our Customer Service Charter and undertake a survey to measure our performance	MFA	2,500	2,500	2,500	2,500
	d. Shire newsletter made available online, print and emailed to residents	PA	0	0	0	0
4.3 Proactive and well governed Shire	e. Continue to meet compliance with statutory and regulatory requirements (Calendar, CAR, FMR, R17)	GO	23,500	0	20,000	0
	f. Review financial and asset management policies and practices	MFA	15,000	0	0	20,000
	g. Develop and implement long term financial plan	MFA	15,000	0	0	20,000
	h. Elected members attend professional development	CEO	31,500	31,500	31,500	31,500
	i. Update and implement the Workforce Plan strategies	CEO	20,000	20,700	21,500	22,250
	j. Invest in new IT operating system (Altus or Council First)	MFA	0	250,000	10,000	11,000
	k. Investigate and implement cybersecurity measures	MFA	7,000	7,500	7,500	8,000

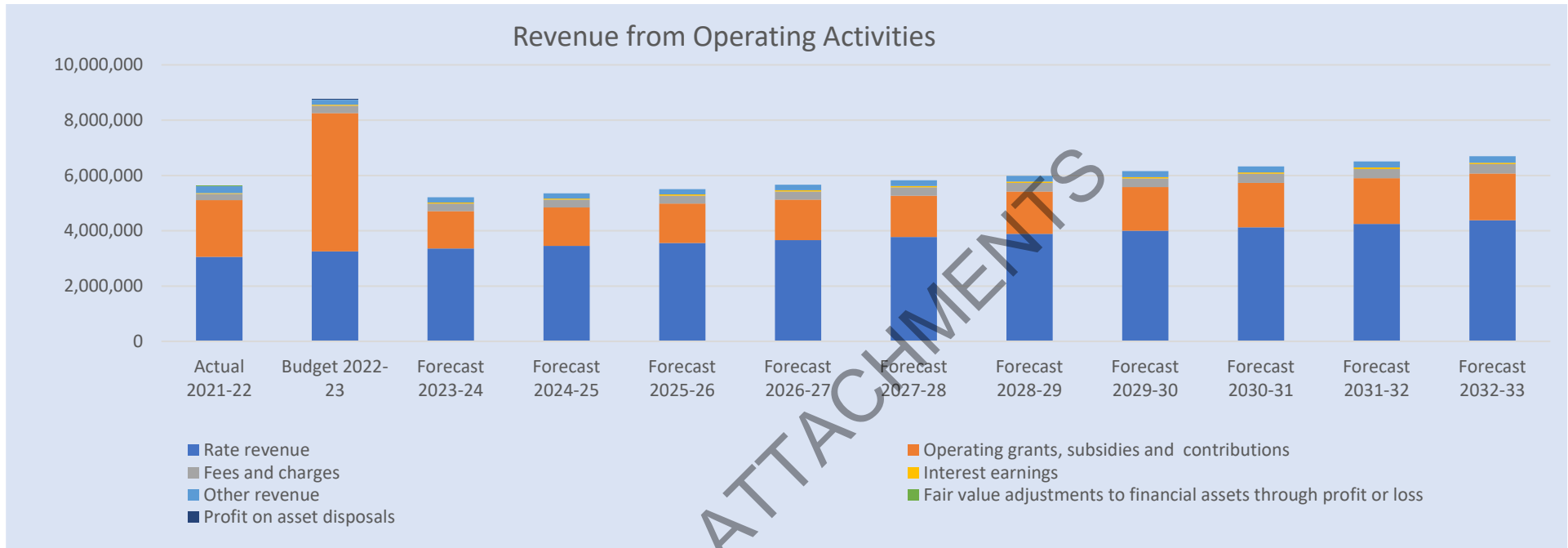
Major Projects - Summary

#	Capital Projects	22 23	23 24	24 25	25 26	Total Cost	Shire contribution	Other	Status	Quarterly Update
1. 1	LRCI 2	55,000	0	0	0	55,000	0	0	C	Yerecoin Sewerage Hatch project completed. Stage 1 of Mogumber Toilets completed (purchasing of materials)
2. 1	LRCI 3	762,824	0	0	0	762,824	0	0	M	No contribution required: <ul style="list-style-type: none"> • Calingiri Tip Fencing • Bolgart Caravan Park • Signage/Branding • Culvert Program • Bolgart Bridge Repairs • Golf Course Road • Vegetation Control
3. 2	LRCI 4 LRCI 4 – Road Component	0 0	381,412 699,205	0	0	381,412 699,205	0 0	0 0		1/07/23 No contribution req'd 1/07/23 No contribution req'd
4.	Ag Lime Project – Calingiri Realignment (Calingiri New Norcia Road)	0	1,695,689	0	0	1,695,689	118,698	750,601 826,390		Project is deferred from 2022/23. Other = Private funding. Will need WSFN funding for balance & 6.7% Shire Muni?
5. 3	WSFN	0	4,227,578	6,303,304	2,195,879	12,726,761	890,873	0		Shire must contribute 6.7%
6. 4	Roads to Recovery	344,595	344,000	344,000	344,000	1,376,595	0	0	M	100% Roads to Recovery
7.	Regional Road Group	0	211,800	211,800	211,800	635,400	211,800	0		MRWA provides two thirds = \$423,600
8.	Plant Replacement	1,000,000	860,000	747,000	1,080,000	3,687,000	2,187,000	Loan	C	WATC Loan \$1.5M 22-23
9.	Mogumber Tip Fence	35,000	0	0	0	35,000	35,000	0	C	
10.	Water Security Program (Based on Shire Water Strategy) See 3.1.e	100,000	0	30,000	30,000	\$160,000	70,000	0		Shire awarded CWSP Grant = \$89,603. Other costs are consultant costs

11.	E-Waste Transfer Stations. See 3.1.c	0	246,260	0	0	246,260	15,405	0		E-Waste Grant \$10,000 - \$250,000.
12.	WMP - Landfill Transfer Stations. See 3.1.c	0	0	180,000	0	180,000	40,000	140,000		Grant Funding = \$140,000
13.	Animal Pound	0	35,000	0	0	0	5,000	30,000		Grant Funding? Shared Facility
14.	Key Worker Housing Precinct and Calingiri Caravan Park	5,000	1,039,000	2,010,000	0	3,054,000	305,400	2,748,600		Concept Plan developed. Requires Grant Funding – Phase?
#	Operational Projects	22 23	23 24	24 25	25 26	Total Cost	Shire contribution	Other	Status	Quarterly Update
15.	Mitigation Activity Fund	38,000	250,000	250,000	250,000	750,000	0	MAF	M	22-23 reduced from \$250,000 to \$38,000
16.	Waste Management Plans	40,000	0	0	0	0	0	0	M	
17.	Local Heritage Survey	15,000	0	0	0	0	0	0	M	
18.	Water Strategy	0	20,000	20,000	20,000	60,000	60,000	0		Operating and maintenance costs
19.	AGRN962	4.25M				4.25M	0	0		
20.	Walk Trails Strategy	0	25,000	0	0	0	In-kind	In-kind		See 2.3.c
21.	Tourism Plan	0	20,000	0	0	0	0	0		See 2.3.c

Long Term Finances

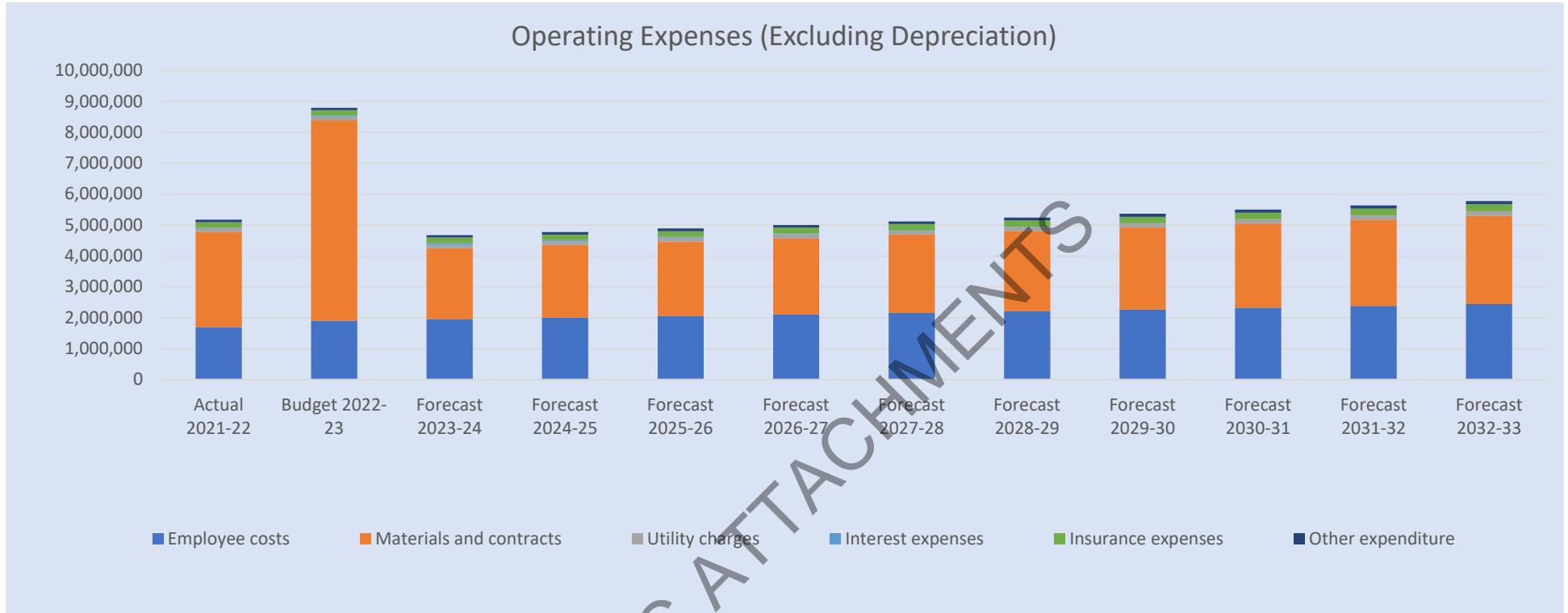
Sources of Operating Revenue



- The principal sources of revenue are operating grants and rate revenue, and are forecast to be around 90% of total revenue for the 10 year forecast.
- Operating grants in 2022-23 included more than \$4.25 million of specific purpose grants for flood damage. There is no forecast for specific purpose funding of this nature for the 10 year forecast.
- Operating revenue over the forecast period moves from \$5.1 million to \$6.9 million per annum, with an average annual increase of around 2.5%, a conservative estimate.

PUBLIC ATTACHMENTS

Operating Expenditure



- Key annual grants include the Roads to Recovery and Regional Road Group programs. Funds for the Wheatbelt Secondary Freight Network and other grants of \$5.1 million are budgeted for 2022-23.

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RESERVES	Actual 21/22	Budget 22/23	Forecast 23/24	Forecast 24/25	Forecast 25/26
Transfers in	651	1,276,700	173,029	236,977	183,509
Transfers out	0	(40,000)	(300,000)	0	0
Balance	539,517	1,236,700	1,109,729	1,346,706	1,530,215

BORROWINGS	Actual 21/22	Budget 22/23	Forecast 23/24	Forecast 24/25	Forecast 25/26
Repayments	(78,899)	(78,718)	(268,430)	(293,161)	(304,058)
New borrowings	200,000	1,500,000	0	0	0
Transfers to reserves	(651)	(737,186)	(173,029)	(236,977)	(183,509)
Transfers from reserves	0	40,000	300,000	0	0
Net cash from/(to) financing activities	120,450	724,096	(141,459)	(530,138)	(487,567)

Assumptions:

- Long term consistent inflation of 3% over 10yrs
- Operating grants, subsidies and contributions of 2.5% increase annually over 10yrs
- Interest earnings of 2.5% annually over 10yrs
- Salaries and Wages index of 3%
- Materials and contracts 2.5% annual increase
- Investment rates of 2.5% long term over 10yrs
- Utility increases of 2.5% annually

PUBLIC ATTACHMENTS

Community Facilities, Infrastructure and Services (Levels of Service)

Community Facilities	Service Objective	Level of Service (LOS)	Legislated
Caravan Parks	Maintain and enhance the Caravan Park to provide a safe and inviting experience for visitors	Check and clean twice weekly	N
Gardens	To manage and maintain gardens so that they are seen as clean, fit for purpose and attractive	<ul style="list-style-type: none"> • Annual renovations • Irrigation systems checked • Garden beds mulched annually 	N
Housing	To maintain Shire owned houses to a level that retains their capital value	Bi-annual inspections	N
Library	To provide library services that engage and meet the needs of the local communities	Initial survey to develop LOS	N
Parks and Playgrounds	To manage and maintain parks and playgrounds that attract community members and visitors	<ul style="list-style-type: none"> • Annual renovations • Irrigation systems checked • Garden beds mulched annually • Play equipment pits screened annually 	N
Public Toilets	To maintain public toilets so that they are seen as clean, tidy and usable	Check and clean twice weekly	N
Recreation Grounds & Pavilions	To partner with local communities to manage and maintain to an acceptable standard relevant to current usage	MOUs are relevant and up to date	N
Reserves	To retain and maintain reserves for community use relevant to current usage	Follow annual fire management plan	N
Town Halls/Public Buildings	To manage and maintain to an acceptable standard relevant to current usage	Bi-annual inspections	N

Community Infrastructure	Service Objective	Level of Service (LOS)	Legislated
Sewerage	To plan, renew and maintain infrastructure to a safe operating standard that meets community needs	As per AMP	Y
Footpaths		As per AMP	Y
Drainage & Stormwater		As per AMP	Y
Aged Care		As per AMP	Y
Roads & Verges		As per AMP	Y
Shire Services	Service Objectives	Level of Service (LOS)	Legislated
Community Engagement	To keep the community informed through various communication platforms and to involve them in relevant issues, events, and projects	As per the communication plan: <ul style="list-style-type: none"> • Monthly newsletter; • Social media posts; • Emergency Services engagement plan; • Website re events, news etc 	Y
Customer Service & Payments	To provide a high level of customer service and access to convenient payment options	<ul style="list-style-type: none"> • Follow Customer Service Charter • Maintain personalised service 	Y
Economic Development	To promote the shire and region as an attractive place for business	Increase in business activity. Reports by: <ul style="list-style-type: none"> • Regional Development Australia • Wheatbelt Development Commission • Wheatbelt Business Network 	N
Finance and Governance	To deliver open and transparent systems and reporting that ensure the prudent use of funding streams	Consistent Financial Reporting: <ul style="list-style-type: none"> • Audits • Audit Committee • Monthly Financial Reports • Annual Meeting of Electors 	Y
Fire & Emergency	To partner with relevant agencies and volunteers to	<ul style="list-style-type: none"> • Maintain CESM MOU • Adhere to BFAC procedures 	Y

	ensure adequate resources to respond to emergencies		
Maintenance - Roads	To schedule and deliver maintenance programs in line with resource capacity that support a reliable transport network	Follow Road Hierarchy	Y
Natural Resource Management	To conserve, enhance, promote and rehabilitate the natural environment to ensure appropriate management and use	<ul style="list-style-type: none"> Follow Bushfire Risk Management Plan; Review every 3 years 	Y
Public Health	To ensure that public health legislation is understood, managed and complied with	<ul style="list-style-type: none"> Food inspections annually Waste annual licensing and reporting 	Y
Regional Collaboration	To support regional co-operation and share resources with other LG's (includes mutual aid agreements re fire, other hazards)	<ul style="list-style-type: none"> AROC – two monthly Zone quarterly CESM – MoU Roadwise – Biannually Rural Water Council quarterly 	N
Town Main Streets	To maintain streetscapes that are neat, tidy and welcoming	<ul style="list-style-type: none"> Annual review of requirements Roads/footpaths swept Irrigation systems checked Garden beds renovated/mulched annually 	N
Town Planning and Building Control	To ensure that legislative requirements and building standards are complied with	Ensure the provision of professional advice	Y
Tourism Promotion	To promote and develop tourism and maintain local attractions	<ul style="list-style-type: none"> Review with respective community groups Monitor Caravan Park bookings Promote tourism opportunities through media publications and printed brochures 	N
Volunteer & Community Group Support	To actively support community groups and volunteers to encourage community driven activities	<ul style="list-style-type: none"> Provide annual community grant CDO available for advice and grant assistance 	N

<p>Waste, Recycling & Refuse Sites</p>	<p>To provide waste services throughout the shire which are convenient to the community while meeting our legislative requirements</p>	<p>Maintain contract services:</p> <ul style="list-style-type: none"> • Landfill sites; • Waste service collection (including recycling where appropriate) 	<p>Y</p>
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PUBLIC ATTACHMENTS

ASSET MANAGEMENT PLAN 2023-33



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Author: Ben Symmons – AIM Consultants
Date: 1 December 2022



EXECUTIVE SUMMARY

The Shire of Victoria Plains is a service providing organisation. Our services are underpinned by many different physical assets. This includes roads, paths, drainage, buildings, recreation spaces, fleet and equipment.

Ensuring that the Shire meets the service needs of current and future users is important to us. To do this, the Shire takes a long-term management view. This view, and the plans and strategies that

the Shire has for its assets, are referenced within this document.

This Asset Management Plan (AMP) is maintained as a live document to ensure that it remains up to date. It integrates with the Shire's Strategic Community Plan so that it is balanced against our long-term vision. It is also structured around the four major service areas of:



This AMP considers a future planning view of ten years. The Shire understands that over this time, the way that the community uses our services will change. This means that our assets may also have to change.

In total, the Shire's assets have a combined fair value of \$149.5million, and a replacement cost in excess of \$211.3million. These assets collectively depreciate by about \$9.4million each year as they age and wear. The Shire then often replaces assets at the end of their physical lives, so that services can be maintained.

Overall, the Shire's assets are generally in an average to good condition. However, at least 11% of inspected assets are currently in either a poor or very poor condition. This means that

there is a potential \$18.9million backlog of renewal work, which may be difficult to manage within the Shire's normal business activities. An improvement action has been captured within this AMP to consider this position. In addition, there is also further scope to improve the robustness of the Shire's recorded asset condition data and capital works programmes.

The Shire strives to ensure that the quality of the four services is provided at the level required by our community, at a cost that it can afford. To assist in understanding service delivery performance, the Shire is starting to monitor service level indicators. In future versions of the AMP, these indicators will assist the Shire in its decision making.

WHY DOES THE SHIRE PROVIDE ASSETS?

Physical infrastructure assets exist for the single purpose of facilitating the delivery of services. This includes core services such as governance, transport, recreation and culture, housing, and community amenities. These services help the Shire to support a perfect lifestyle, and be a place to grow.

This document is the Shire's Asset Management Plan (AMP). It seeks to outline the activities and strategies that will be carried out for the Shire's transport, property, recreation, fleet and equipment assets over the next ten financial years (2023/24 to 2032/33).



WHAT IS ASSET MANAGEMENT?

The role of Council is to deliver services that help realise the community's vision for the Shire. This vision is defined within the Shire's Strategic Community Plan. The various services that are then required to be delivered, often demand the provision of physical assets.

Assets can be challenging to provide, operate, maintain and renew in a sustainable way and with limited financial resources. Good asset management practices seek to take a long-term planning view, that balance service quality, against the cost to the community.

WHAT IS OUR ASSET PORTFOLIO?

The Shire's assets provide an integrated service with other private, local government and state government infrastructure. Our AMP is structured around the four major service areas shown below (with their respective fair values):



WHAT IS IN THE ASSET MANAGEMENT PLAN?

Each of the four service area sections in this AMP are structured the same.

They outline:

- What assets we have and what they're worth
- What physical condition our assets are in
- How confident we are in the accuracy of our asset knowledge
- How well the service is performing
- How we think the service is likely to change in the future
- How much we think the assets will cost to operate, maintain, renew, build and buy









In addition, the AMP also records:

- How community demand for our services and assets may have historically changed
- How we plan to manage our assets
- How the Shire assesses its data confidence
- Whether the four service areas are economically sustainable
- How the Shire will improve its asset management



HAS THE DEMAND FOR SERVICES AND ASSETS HISTORICALLY CHANGED?

Historically our community, economy and environment has changed. In turn, this has required many of the services and assets that the Shire provides to also evolve to meet different needs. Looking backwards, some of the major drivers of service change may have been.

	VEHICLE OWNERSHIP	Fell from 329 to 279 households (2006 to 2021). (Source: ABS).
	TRAVEL MODES	Number of people travelling to work remained unchanged at 314 (2001 to 2016). (Source: ABS).
	TRAVEL MODES	71% of all trips to work are as a car driver (2016), up from 51% (2001). (Source: ABS).
	POPULATION	Fell from 901 to 812 people (2006 to 2021). (Source: ABS).
	DEMOGRAPHICS	Median age rose from 39 to 48 (2006 to 2021). (Source: ABS).
	TOURISM	Number of visitors to the 'golden outback' region grew from 1.10m to 1.25m (2020 to 2021). (Source: Tourism WA).
	ANNUAL RAINFALL	Fell from ~490mm to ~410mm (1912 to 2021). (Source: BOM).
	ANNUAL TEMPERATURE	Rose from mean maximum of ~34.6C to ~35.8C (1966 to 2021). (Source: BOM).

By looking forward, while being mindful of the past, this AMP identifies what the most likely drivers of future change will be. To meet the challenges that will arise from service change, the Shire has identified mitigation actions that will be carried out. These are recorded within each respective service area.

HOW DOES THE SHIRE MANAGE ITS ASSETS?

All our assets have a lifecycle, though the length can vary significantly. For example, we replace our fleet assets more often than our buildings. Despite this, their lifecycles tend to commence with the identification of the need for an asset, and ends with its decommissioning (e.g. disposal, demolition etc.). A key goal is to try to provide and manage assets sustainably. This means that the Shire aims to renew assets at suitable times, when funding is available, to keep costs down and limit our risk exposure.

We manage our assets through three distinct stages. The Shire’s approach to each stage is as follows.

OPERATION AND MAINTENANCE WORKS

Ideally, our assets are operated and maintained by employing planned strategies. We do this through regular inspection/ monitoring, and through some planned operation and maintenance schedules. For example, this includes maintenance such as corrective (e.g. pothole filling), and preventative (e.g. servicing and painting). Each planned task occurs at defined periods, and is specific to asset types, their relevant importance and risk profile. However, there is scope to improve the breadth and robustness of the schedules. This is an improvement action within the AMP.

RENEWAL WORKS

The need for assets to be renewed can be triggered by a number of different drivers. This includes:

Physical condition - Assets are periodically inspected to determine their physical condition. Using this information, the Shire then predicts assets’ potential year of renewal. Staff then consider these assets to determine the final timing, scope and budget of any future renewal project.

Age and/or Usage - The renewal of some assets (e.g. Fleet & IT) is driven through the establishment of optimal replacement triggers such as age and/or usage. These

typically strive to balance cost, safety, reliability and functionality.

Strategy – Other Shire strategies can also trigger renewal works. For example, this can include the Strategic Community Plan, Corporate Business Plan, disability access and inclusion initiatives and the availability of external funding.

After projects have been identified, they are then listed on to the AMP works programme. The AMP has identified the need for the works programme to be further developed. This is an improvement action within the AMP.

UPGRADE & NEW WORKS

The need for new and/or upgraded assets (e.g. to meet a service deficiency) can be identified from a number of potential sources. This includes the Shire’s Strategic Community Plan, Corporate Business Plan and Disability Access and Inclusion Plan. Each potential project is investigated and considered by Shire staff, and where valid, often prioritised against similar projects. Approved projects are then listed on to the AMP works programme.

HOW DOES THE SHIRE ASSESS ITS DATA CONFIDENCE?

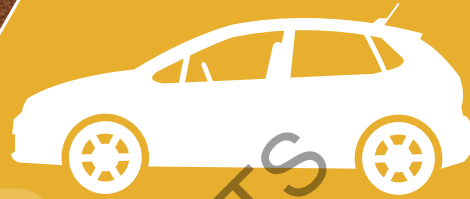
Although the Shire records asset data for inventory, condition and value, it is important to understand how confident it is of the accuracy. This assists in determining the confidence that we can put in the outcomes that result (e.g. works programmes and valuations). It also allows the Shire to target where data improvements are required. The Shire assesses its confidence in asset data using the following grading scale.

CONFIDENCE GRADE	ACCURACY	CONFIDENCE GRADE GENERAL MEANING
HIGHLY RELIABLE	± 2%	Data based on sound records, procedures, investigations and analysis which is properly documented and recognised as the best method of assessment.
RELIABLE	± 10%	Data based on sound records, procedures, investigations and analysis which is properly documented but has minor shortcomings; for example, the data is old, some documentation is missing and reliance is placed on unconfirmed reports or some extrapolation.
UNCERTAIN	± 25%	Data based on sound records, procedures, investigations and analysis which are incomplete or unsupported, or extrapolation from a limited sample for which highly reliable or reliable grade data is available.
VERY UNCERTAIN	± 40%	Data based on unconfirmed verbal reports and/or cursory inspection and analysis.
UNKNOWN	Nil	None or very little data held.

Source: IPWEA International Infrastructure Management Manual (IIMM)



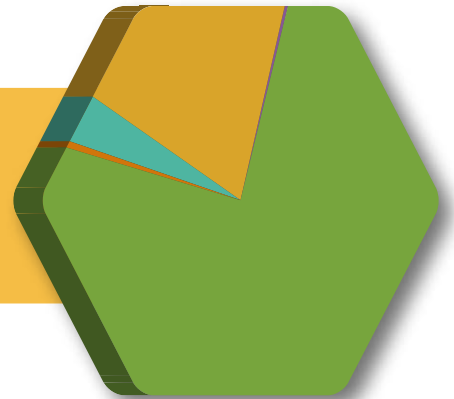
ABOUT THE TRANSPORT SERVICE




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WHAT DO WE HAVE AND WHAT ARE THEY WORTH?

Our Transport network is the largest asset group both in size and value. The individual asset classes that make up this network are as follows.




TOTAL:
CRC: \$136,039,252
Fair Value: \$188,442,050




CAR PARKS
 Quantity: **Unknown**
 Fair Value: **Unknown**
 Total CRC: **Unknown**
 CRC Percentage: **Unknown**



PATHS
 Quantity: **6km**
 Fair Value: **\$584,509**
 Total CRC: **\$794,352**
 CRC Percentage: **<1%**




STREET FURNITURE
 Quantity: **1 bus shelter**
 Fair Value: **\$5,400**
 Total CRC: **\$6,000**
 CRC Percentage: **<1%**



DRAINAGE
 Quantity: **1,104 culverts**
27m pipes, 4 pits,
1,556km table drains
 Fair Value: **\$23,605,862**
 Total CRC: **\$39,661,965**
 CRC Percentage: **21%**



ROADS
 Quantity: **808km**
 Fair Value: **\$109,730,981**
 Total CRC: **\$141,139,733**
 CRC Percentage: **75%**



STRUCTURES
 Quantity: **7 bridges**
 Fair Value: **\$2,112,500**
 Total CRC: **\$6,840,000**
 CRC Percentage: **4%**

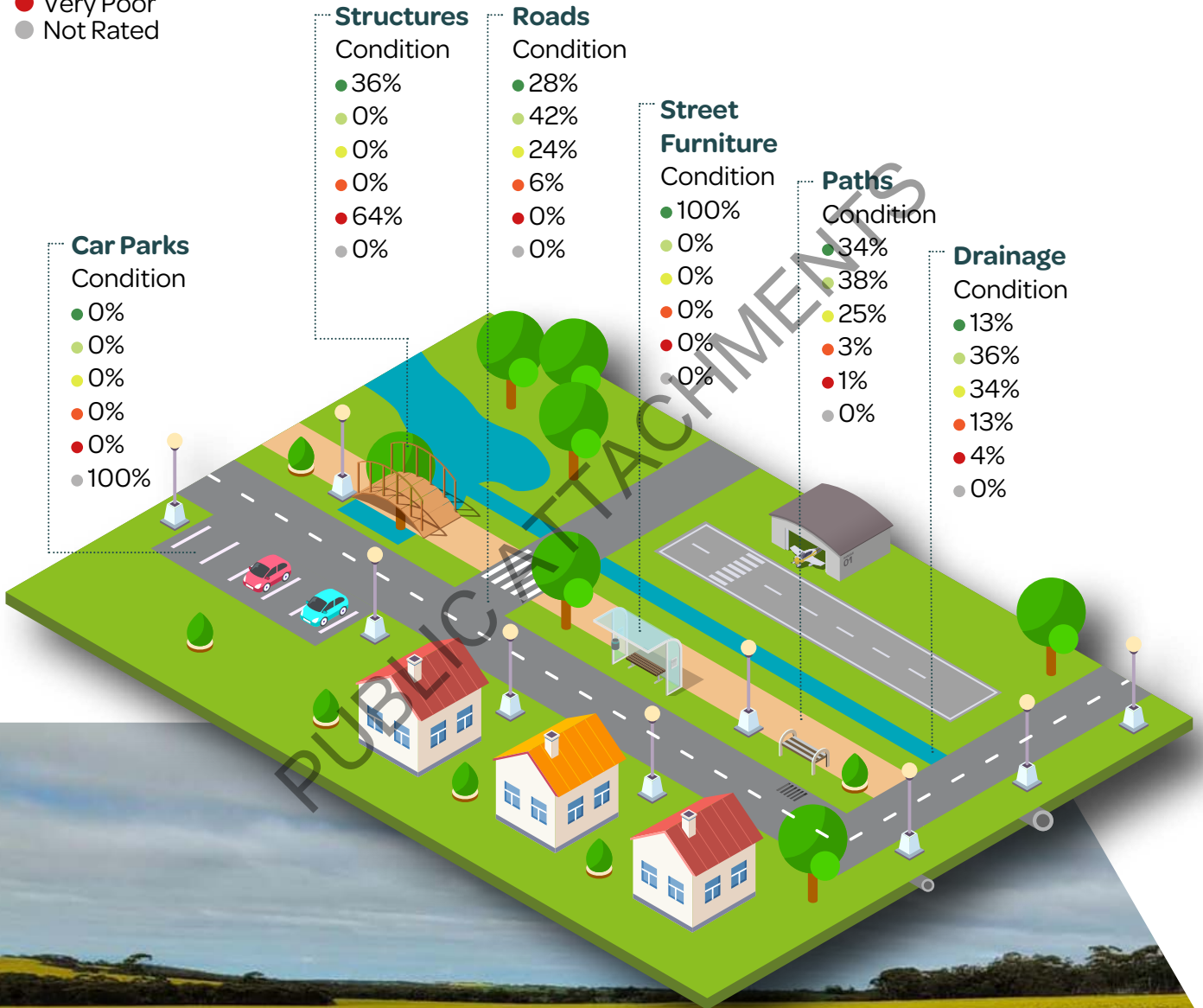
The Current Replacement Costs (CRC) are how much the assets are worth 'as new'.
 The Fair Values are how much they are worth in their current physical state.

WHAT'S THE CONDITION?

The condition of all transports assets is reported on a very good to very poor rating scale. The condition data is used for a variety of other outputs, including predicting when assets may need renewing, and calculating how much they are worth in their current physical state (fair value). The condition of our transport assets, by replacement cost, is as follows.

























State of our Assets

- Very Good
- Good
- Average
- Poor
- Very Poor
- Not Rated



HOW CONFIDENT ARE WE?

The Shire's current confidence in its transport asset data is:

ASSET CLASS	INVENTORY	CONDITION	VALUATION
CAR PARKS 	UNKNOWN 	UNKNOWN 	UNKNOWN 
DRAINAGE 	RELIABLE 	RELIABLE 	RELIABLE 
PATHS 	HIGHLY RELIABLE 	HIGHLY RELIABLE 	HIGHLY RELIABLE 
ROADS 	RELIABLE 	RELIABLE 	RELIABLE 
STREET FURNITRE 	HIGHLY RELIABLE 	HIGHLY RELIABLE 	HIGHLY RELIABLE 
STRUCTURES 	HIGHLY RELIABLE 	HIGHLY RELIABLE 	HIGHLY RELIABLE 

PUBLIC ATTACHMENTS



HOW IS THE SERVICE PERFORMING?

The Shire needs to ensure that the service performance delivered by our transport assets meets the needs of users. However, the quality of the service can be varied, and in turn this can influence overall cost. Generally, as the service quality gets higher, so too does cost. Therefore, the Shire needs to balance this and deliver the transport service at a level that the community desires and is willing to pay.

Service Levels

Service levels describe the quality performance that the Shire aims to provide for its transport service. These have been developed through consideration of strategic and customer inputs.

Strategic Inputs

The Strategic Community Plan (SCP) and Disability Access and Inclusion Plan (DAIP) were reviewed to identify any drivers that may directly relate to the transport service. This showed that the following strategic outcomes are of high importance. Service levels have then been selected for these, so that their performance can be monitored.

INPUT	STRATEGIC OUTCOME	KPI(S)
SCP 1.1 Healthy, connected and safe communities	Maintain and extend the footpath network	Accessibility (paths)
SCP 2.2 Safe and efficient transport network enables economic growth	Local benefits are delivered through our active participation in the Wheatbelt Secondary Freight Network	Accessibility Safety (roads and drainage)
	Safe and well maintained connection to Great Northern Hwy	
	Less impact on our roads due to extreme weather events and increased vehicle tonnage (road engineering, stormwater management)	
DAIP Outcome 1. People with disabilities have the same opportunities as other people to access the services of, and any events organised by, a public authority	Parking spaces for people with disabilities to be allocated at key access positions at library / Shire offices	Accessibility (car parks)

Customer Inputs

As a service provider, it is important that the Shire clearly understands the needs of its stakeholders (e.g. customers). In 2022, Shire staff considered who the major stakeholders are of its transport service. Five were identified. While there may be other minor stakeholders, they have not been specifically considered by this AMP.



Analysis of stakeholders’ service needs determined that the following attributes were most frequently required. These have been used with the Strategic Input KPIs as the basis for the AMP’s transport service levels.

- Condition (3 occurrences)
- Quality (3 occurrences)



SERVICE LEVEL TARGETS AND PERFORMANCE

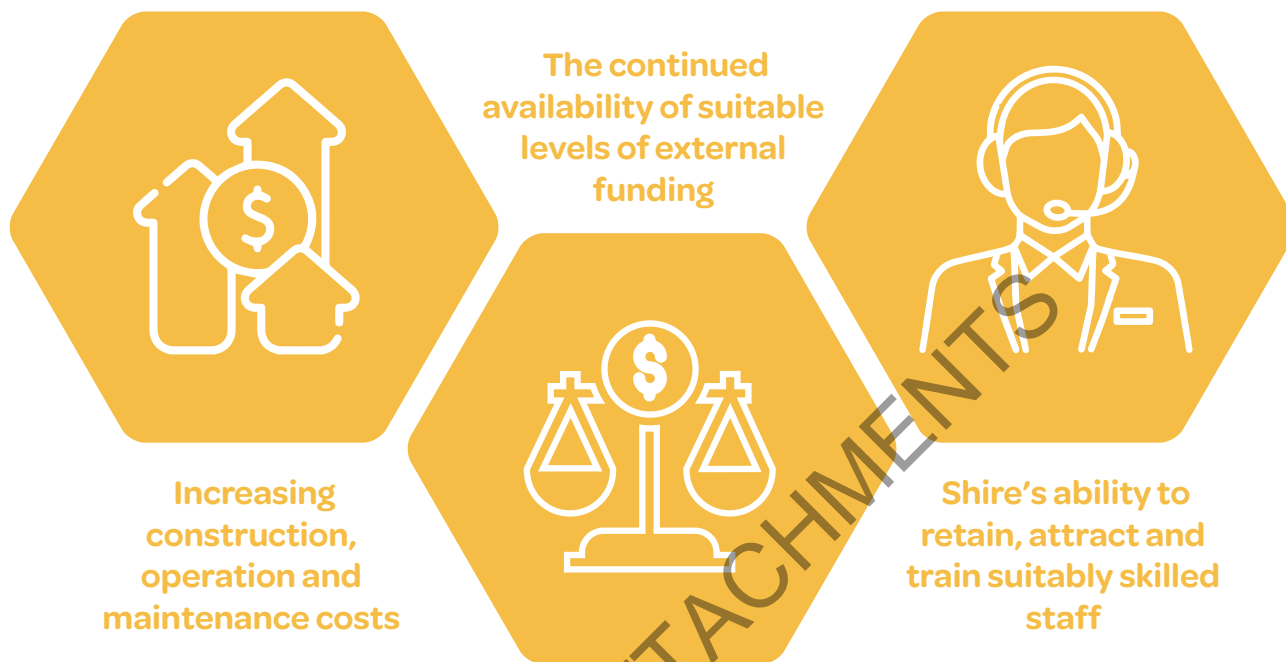
The Strategic and Customer Inputs have been combined to form the following service level key performance indicators (KPIs). These KPIs will enable the Shire to monitor its transport service performance.

KPI	DRIVER	PERFORMANCE MEASURE	TARGET	CURRENT
Accessibility	SCP	Percentage of survey respondents who are at least satisfied with their ability to access the Shire's path network.	To be determined	Unknown
Accessibility	SCP	Percentage of survey respondents who are at least satisfied with their ability to access the road network when required.	To be determined	Unknown
Accessibility	DAIP	Percentage of Shire car parks that meet disability access standards.	To be determined	Unknown
Condition	Stakeholders	Percentage of transport assets that are at least in an average condition (by CRC value).	To be determined	88%
Quality	Stakeholders	Percentage of survey respondents who are at least satisfied with the quality of transport assets (e.g. fit for purpose).	To be determined	Unknown
Safety	SCP	Percentage of survey respondents who are at least satisfied with the safety of the transport service.	To be determined	Unknown

HOW IS THE SERVICE CHANGING?

Transport continues to evolve, driven by factors such as fuel types, technology, automation, demographics and even social past times. Looking forward over the life of this Plan, the Shire considers the following drivers to most likely affect the demand for transport services.

Future change drivers



Change mitigation

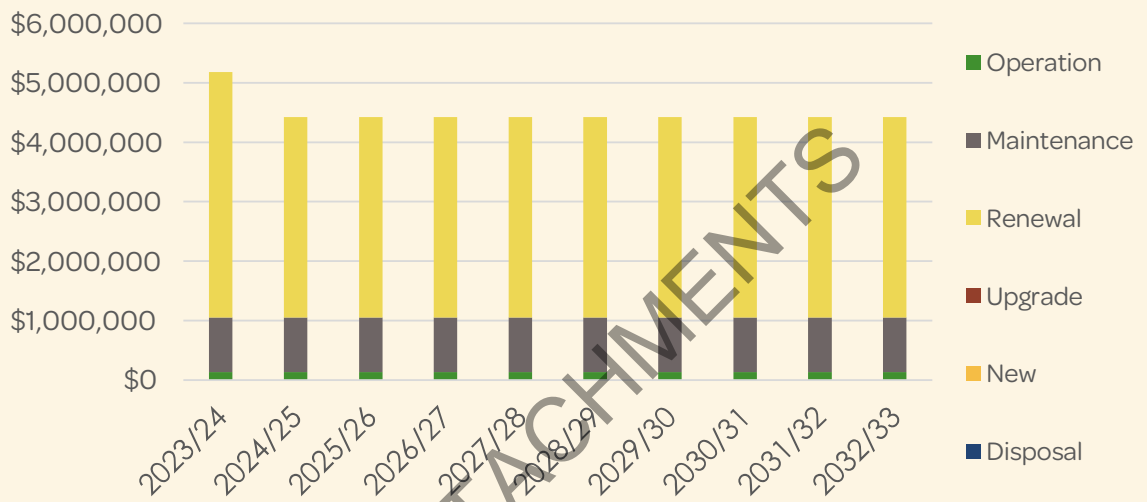
To meet the challenges that will arise from service change, the Shire plans to:

- Maintain appropriate road asset data (e.g. road imagery, traffic data etc) so that grants (i.e. Disaster Recovery Funding Arrangements (DRFAWA)) can be accessed when required.
- Maintain an accurate long term capital works programme, so that projects are ready for grant opportunities, and can be appropriately funded by the long term financial plan.
- Continue to engage with State Government on funding opportunities, legislation & policy.
- Continue to maintain and implement the Workforce Management Plan.



WHAT WILL THE SERVICE COST?

The transport network represents a significant ongoing cost commitment to our community. To ensure that we can continue to sustainably provide the service, the Shire maintains a long term works programme. This programme contains all planned works activities, and sets out how much the service will cost to deliver the agreed performance. On an annual basis, the works programme used by this AMP informs the Shire’s broader Long Term Financial Plan (LTFP). In the event that the AMP and the LTFP do not balance financially, then the Shire can adjust its practices (e.g. service level performance) to reach a sustainable point.



Projected Transport Service Cost

<Pending LTFP update>

Projected Transport Service Cost vs Available Funding

ABOUT THE PROPERTY SERVICE

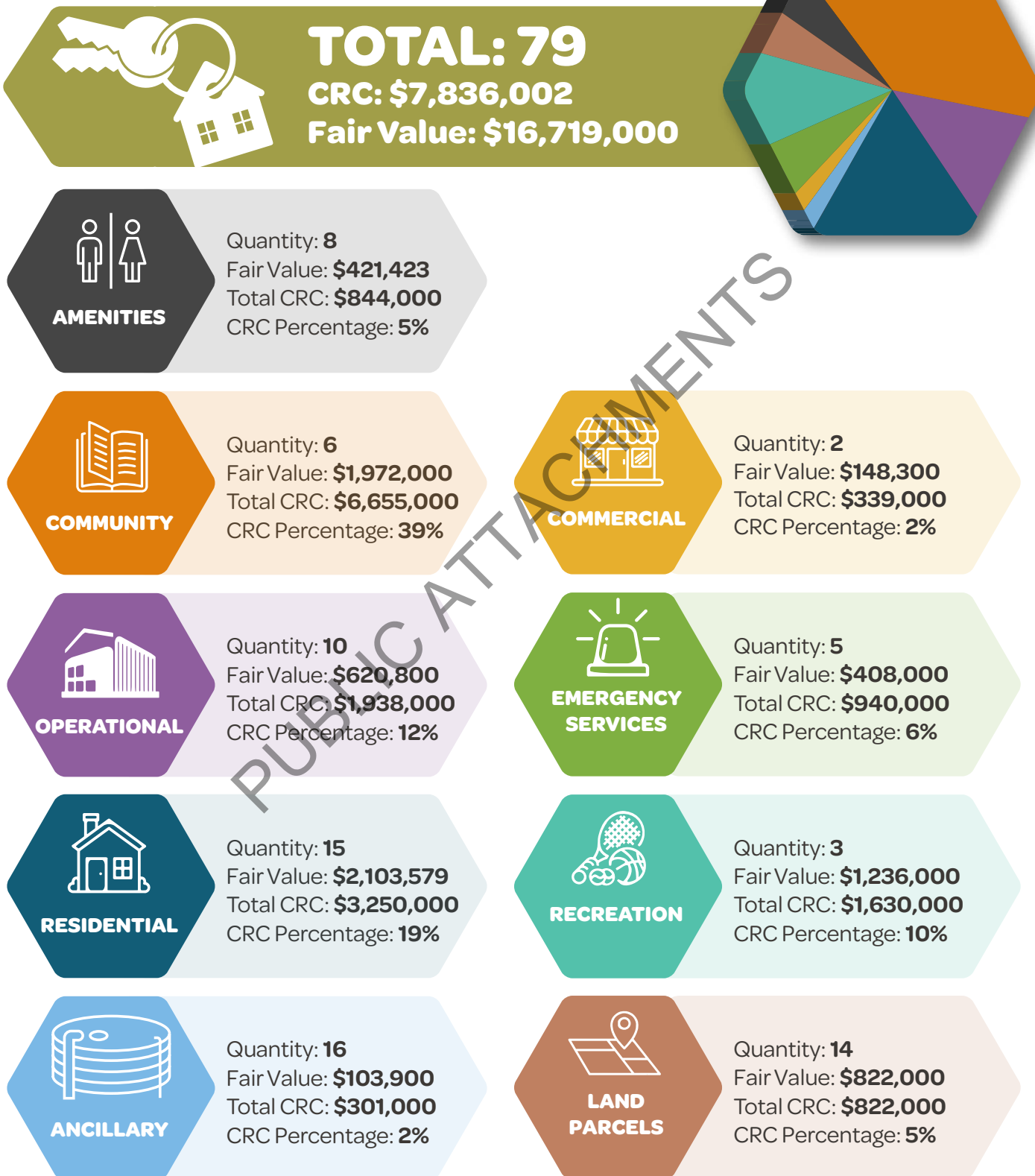


PUBLIC ATTACHMENTS



WHAT DO WE HAVE AND WHAT ARE THEY WORTH?

While our property asset portfolio is not our largest asset class in terms of size or value, it is the most complex in terms of the range of services that it underpins. The different property types that make up the Shire’s portfolio are as follows.



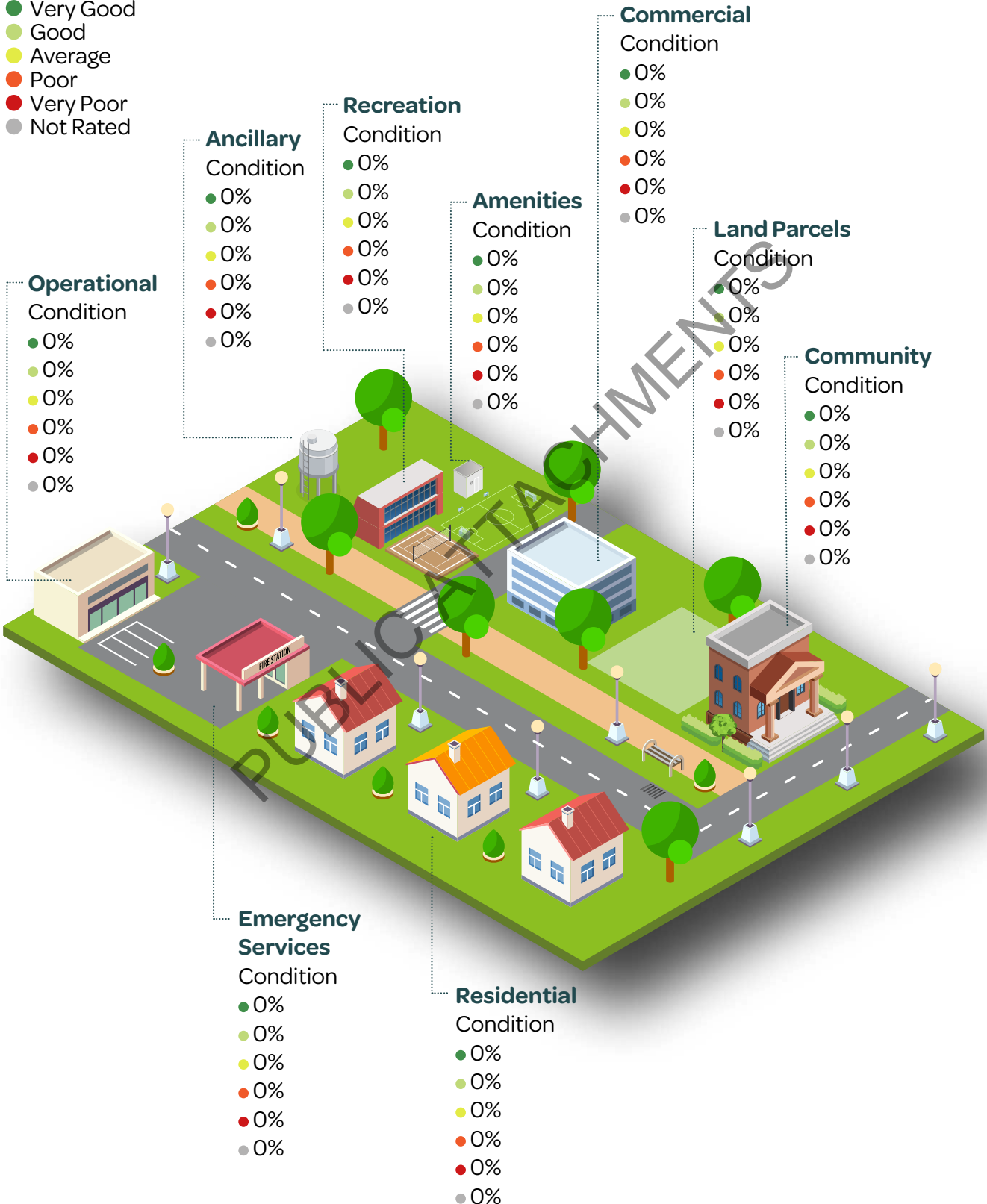
The Current Replacement Costs (CRC) are how much the assets are worth ‘as new’. The Fair Values are how much they are worth in their current physical state.

WHAT'S THE CONDITION?

At present, the Shire does not hold formal data on the condition of its buildings. An improvement action to develop an ongoing inspection process has been listed.




































State of our Assets

- Very Good
- Good
- Average
- Poor
- Very Poor
- Not Rated



HOW CONFIDENT ARE WE?

The Shire’s current confidence in its property asset data is:

ASSET CLASS	INVENTORY	CONDITION	VALUATION
AMENITIES 	HIGHLY RELIABLE 	UNCERTAIN 	RELIABLE 
COMMERCIAL 	HIGHLY RELIABLE 	UNCERTAIN 	RELIABLE 
COMMUNITY 	HIGHLY RELIABLE 	UNCERTAIN 	RELIABLE 
EMERGENCY SERVICES 	HIGHLY RELIABLE 	UNCERTAIN 	RELIABLE 
OPERATIONAL 	HIGHLY RELIABLE 	UNCERTAIN 	RELIABLE 
RECREATION 	HIGHLY RELIABLE 	UNCERTAIN 	RELIABLE 
RESIDENTIAL 	HIGHLY RELIABLE 	UNCERTAIN 	RELIABLE 
LAND PARCELS 	HIGHLY RELIABLE 		HIGHLY RELIABLE 
ANCILLARY 	HIGHLY RELIABLE 	UNCERTAIN 	RELIABLE 

HOW IS THE SERVICE PERFORMING?

The Shire seeks to ensure that the service performance delivered by our property assets meets the needs of users. However, the quality of service can be varied, and in turn this has an effect on overall cost. As a general rule, as the service quality gets higher, so too does cost. Therefore, the Shire needs to balance this and deliver the property service at a level that the community desires and is willing to pay.

Service Levels

Service levels describe the quality performance that the Shire aims to provide for its property service. These have been developed through consideration of strategic and customer inputs.

Strategic Inputs

The Strategic Community Plan (SCP) and Disability Access and Inclusion Plan (DAIP) were reviewed to identify any drivers that may directly relate to the property service. This showed that the following strategic outcomes are of high importance. Service levels have then been selected for these outcomes, so that their performance can be monitored.

INPUT	STRATEGIC OUTCOME	KPI(S)
SCP 1.3 Recreational, social and heritage spaces are safe and are activated	Shire owned community buildings and places of interest are well maintained and used	Condition Usage
SCP 2.1 We understand traditional and emerging industries across the Shire	We can attract and retain staff because we maintain and increase our housing stock	Fit for purpose
SCP 2.3 Visitors have a positive experience across our communities	Clean, accessible and modern public toilets	Accessibility Quality
DAIP Outcome 1. People with disabilities have the same opportunities as other people to access the services of, and any events organised by, a public authority	Additional Public Toilet facilities for people with disabilities to be made available	Accessibility



Customer Inputs

As a service provider, it is important that the Shire clearly understands the needs of its stakeholders (e.g. customers). During 2022, Shire staff considered who the major stakeholders are of its property service. Five were identified. While there may be other minor stakeholders, they have not been specifically considered by this AMP.



Analysis of stakeholders’ service needs determined that the following attributes were most frequently required.

- Condition (3 occurrences)



SERVICE LEVEL TARGETS AND PERFORMANCE

The Strategic and Customer Inputs have been combined to form the following service level key performance indicators (KPIs). These KPIs will enable the Shire to monitor its property service performance.

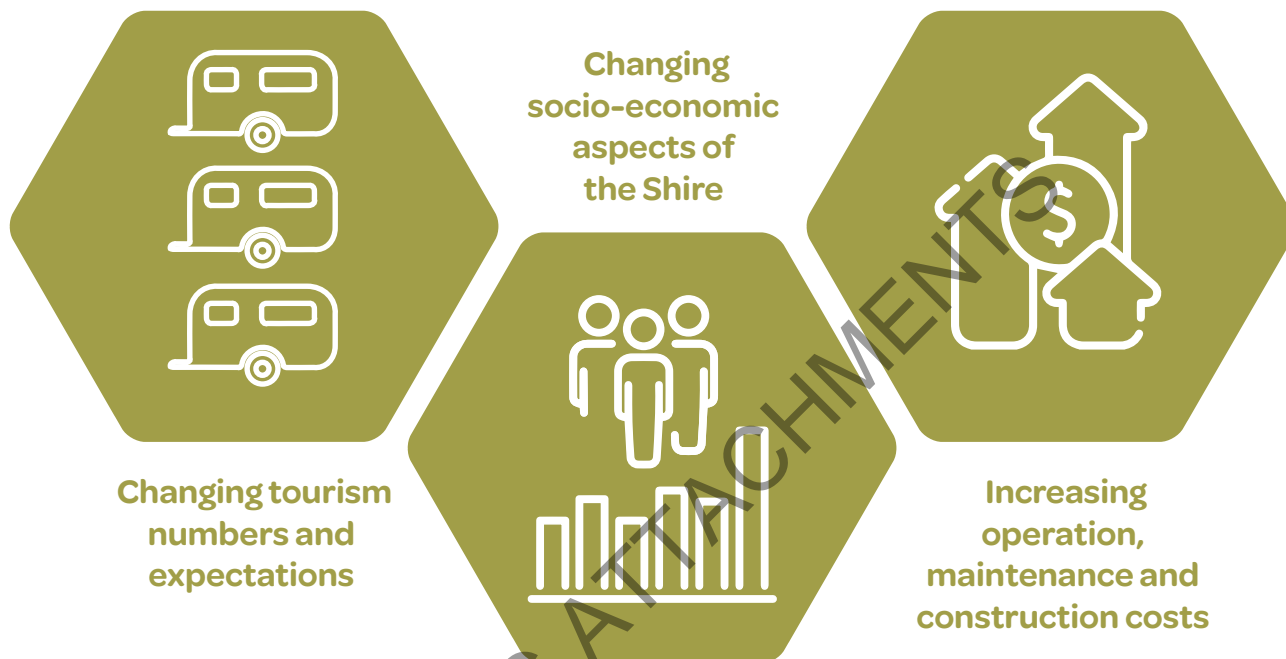
KPI	DRIVER	PERFORMANCE MEASURE	TARGET	CURRENT
Accessibility	DAIP & SCP	Percentage of Shire public toilets that meet the DAIP and Disability Discrimination Act requirements.	To be determined	Unknown
Condition	SCP & Stakeholders	Percentage of buildings, by current replacement cost, at or above a condition rating of average.	To be determined	Unknown
Fit for purpose	SCP	Percentage of staff who are at least satisfied that the Shire's residential buildings meet their needs.	To be determined	Unknown
Quality	SCP	Percentage of survey respondents who are at least satisfied with the quality of Shire public toilets.	To be determined	Unknown
Usage	SCP	Percentage of buildings at or above their target usage rate.	To be determined	Unknown

HOW IS THE SERVICE CHANGING?

With a diverse portfolio, and a long history, many of our buildings no longer support the services they were initially designed for. Looking forward, our buildings will need to continue to adapt as our community and environment also changes.

Future change drivers

Over the life of this Plan, the Shire considers the following drivers to most likely affect the demand for property services.



Change mitigation

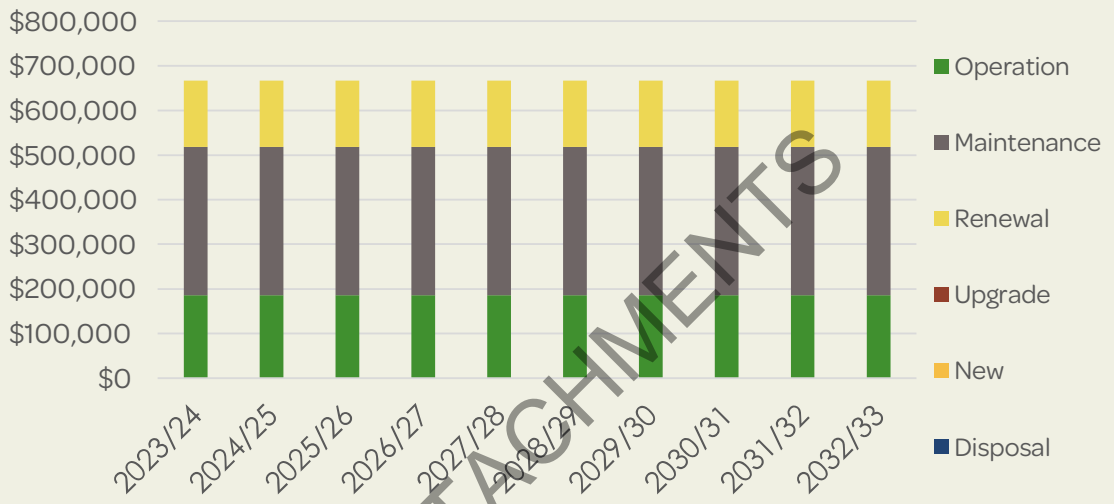
To meet the challenges that may arise from service change, the Shire plans to:

- Continue to monitor the usage levels of tourism focussed buildings, so that they meet user’s needs.
- Monitor the performance of the AMP’s property service levels KPIs.
- Continue to develop the AMP works programme, to accurately understand the long-term financial needs of the property portfolio.
- Work with state and federal government agencies to ensure that external funding remains available and sufficient to fund property asset works.



WHAT WILL THE SERVICE COST?

Properties represent a significant ongoing cost commitment to our community. To ensure that we can continue to sustainably provide the service, the Shire maintains a long term works programme. This programme contains all planned works activities, and sets out how much the service will cost, to deliver the agreed performance. On an annual basis, the works programme in this AMP informs the Shire’s broader Long Term Financial Plan (LTFP). In the event that the AMP and the LTFP do not balance financially, then the Shire can adjust its practices (e.g. service level performance) to reach a sustainable point.



Projected Property Service Cost

<Pending LTFP update>

Projected Property Service Cost vs Available Funding

ABOUT THE RECREATION SERVICE

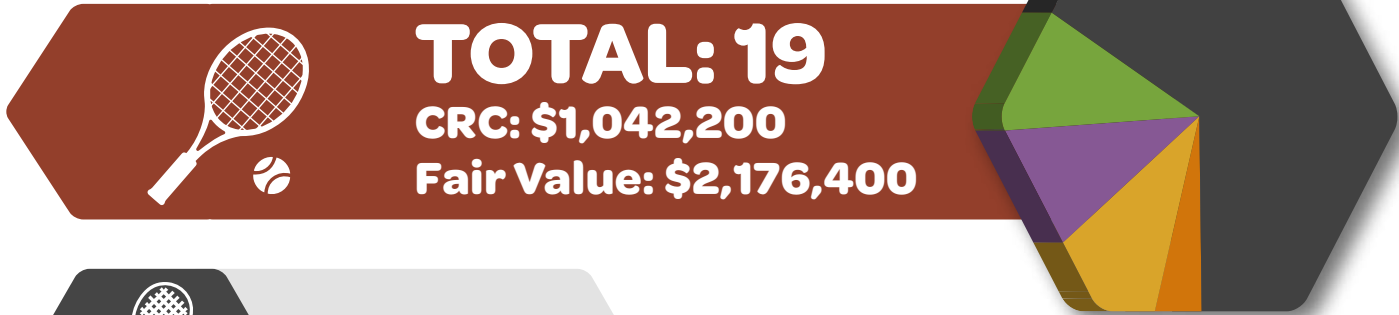


PUBLIC ATTACHMENTS



WHAT DO WE HAVE AND WHAT ARE THEY WORTH?

While the Shire’s recreation places have a relatively small value when compared to other service assets, they are extremely important to the community. The different recreation place types that make up the Shire’s portfolio are as follows.



The Current Replacement Costs (CRC) are how much the assets are worth ‘as new’. The Fair Values are how much they are worth in their current physical state.



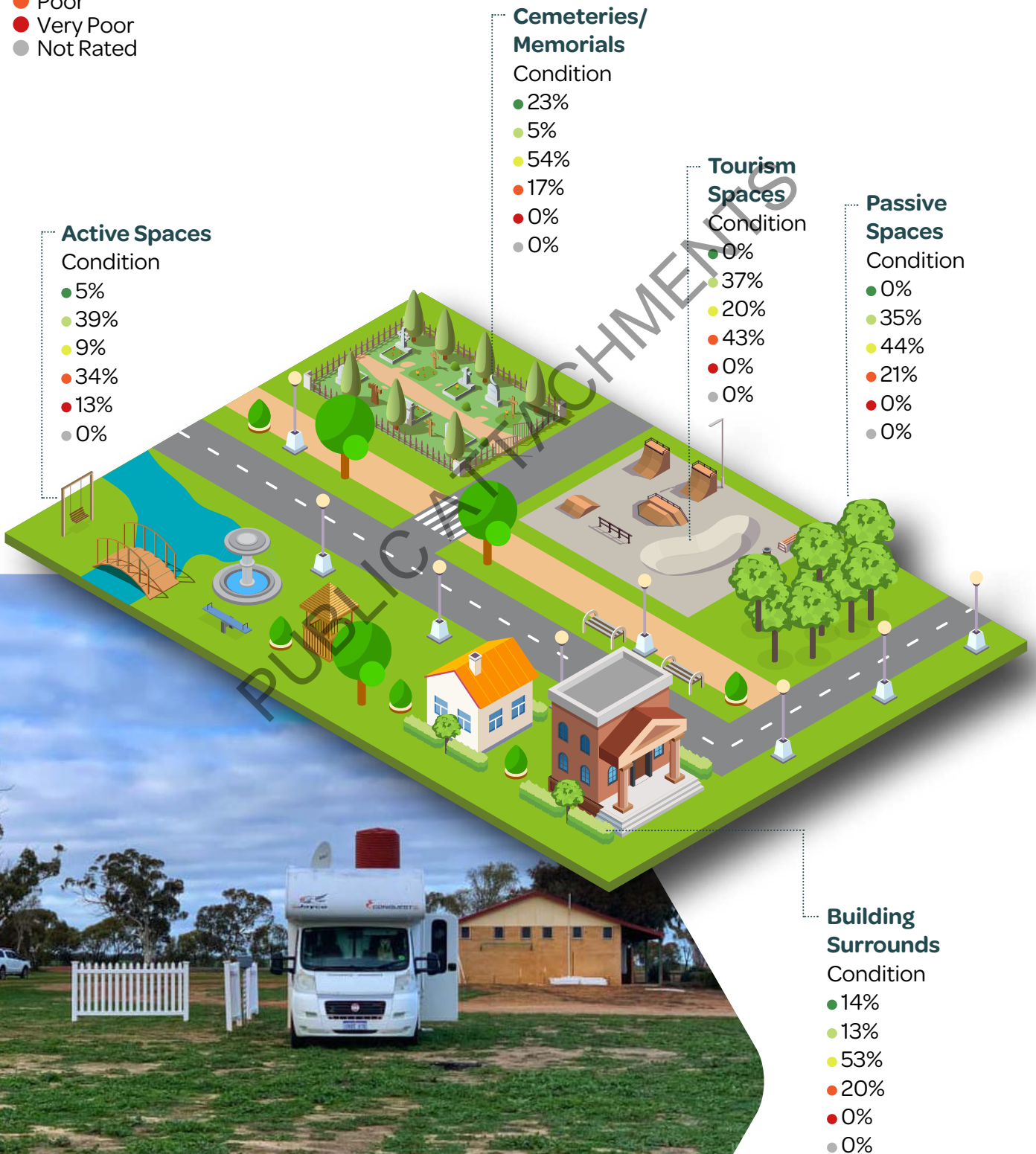
WHAT'S THE CONDITION?

The condition of recreation places is reported on a very good to very poor rating scale. The condition data is used for a variety of outputs, including predicting when assets may need renewing, and calculating how much they are worth in their current physical state (fair value).

The current condition of our recreation places, by replacement cost, is as follows.





















State of our Assets

- Very Good
- Good
- Average
- Poor
- Very Poor
- Not Rated



HOW CONFIDENT ARE WE?

The Shire’s current confidence in its recreation asset data is:

ASSET CLASS	INVENTORY	CONDITION	VALUATION
ACTIVE SPACES 	 RELIABLE	 RELIABLE	 RELIABLE
BUILDING SURROUNDS 	 RELIABLE	 RELIABLE	 RELIABLE
CEMETERIES / MEMORIALS 	 RELIABLE	 RELIABLE	 RELIABLE
PASSIVE SPACES 	 RELIABLE	 RELIABLE	 RELIABLE
TOURISM SPACES 	 RELIABLE	 RELIABLE	 RELIABLE

PUBLIC ATTACHMENTS



HOW IS THE SERVICE PERFORMING?

The Shire seeks to ensure that the service performance delivered by our recreation assets meets the needs of users. However, the quality of this service can be varied, and in turn this has an effect on overall cost. As a general rule, as the service quality gets higher, so too does cost. Therefore, the Shire needs to balance this and deliver the recreation service at a level that the community desires and is willing to pay.

Service Levels

Service levels describe the quality performance that the Shire aims to provide for its recreation service. These have been developed through consideration of strategic and customer inputs.

Strategic Inputs

The Strategic Community Plan (SCP) and Disability Access and Inclusion Plan (DAIP) were reviewed to identify any drivers that may directly relate to the recreation service. This showed that the following strategic outcomes are of high importance. Service levels have then been selected for these outcomes, so that their performance can be monitored.

STRATEGIC PRIORITY	STRATEGIC OUTCOME	KPI(S)
SCP 1.3 Recreational, social and heritage spaces are safe and are activated	Sport and recreation facilities are planned, maintained and developed in a coordinated manner, aligned with community need	Condition Fit for purpose
SCP 2.3 Visitors have a positive experience across our communities	Our parks and community spaces are green, tidy and accessible	Accessibility Aesthetics
	Visitors receive timely and accurate information about attractions and amenities	Information



Customer Inputs

As a service provider, it is important that the Shire clearly understands the needs of its stakeholders (e.g. customers). During 2022, Shire staff considered who the major stakeholders are of its recreation service. Four were identified. While there may be other minor stakeholders, they have not been specifically considered by this AMP.



Analysis of stakeholders' service needs determined that the following attributes were most frequently required.

- Availability (3 occurrences)
- Condition (3 occurrences)



SERVICE LEVEL TARGETS AND PERFORMANCE

The Strategic and Customer Inputs have been combined to form the following service level key performance indicators (KPIs). These KPIs will enable the Shire to monitor its recreation service performance.

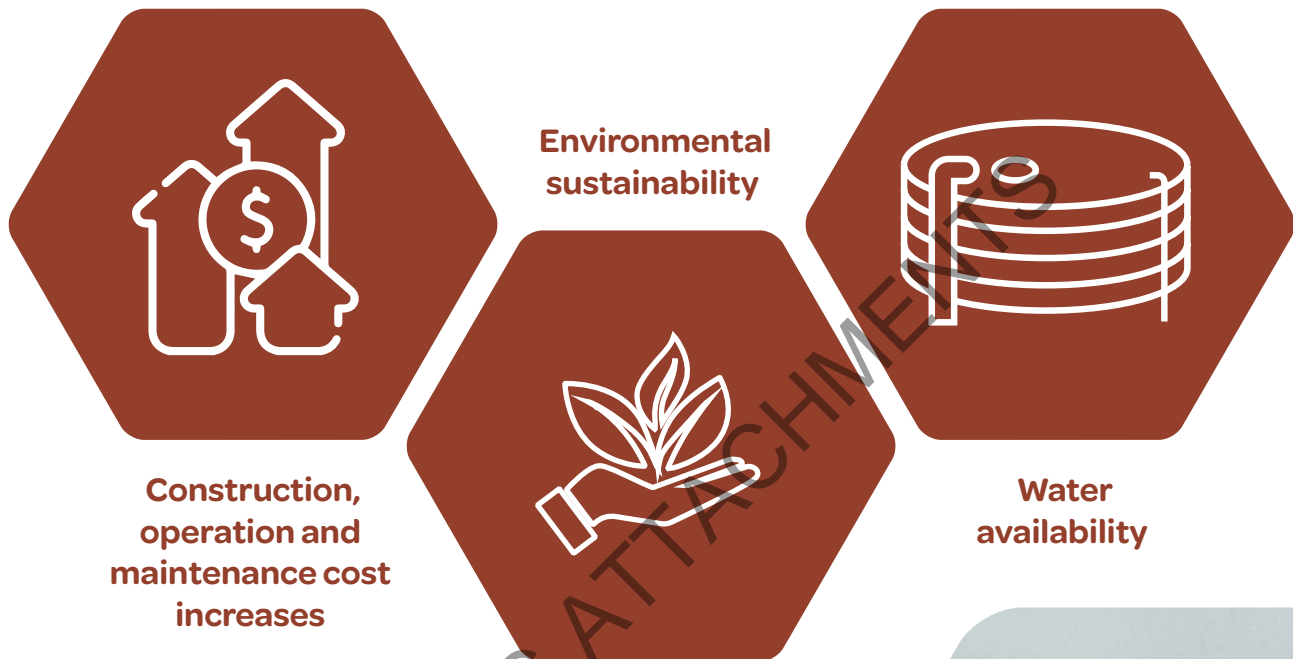
KPI	DRIVER	PERFORMANCE MEASURE	TARGET	CURRENT
Accessibility	SCP	Percentage of recreation places that comply with Disability and Discrimination Act requirements.	To be determined	Unknown
Aesthetics	SCP	Percentage of survey respondents at least satisfied with recreation places' aesthetic appeal.	To be determined	Unknown
Availability	Stakeholders	Percentage of survey respondents at least satisfied with their ability to use recreation places when required.	To be determined	Unknown
Condition	SCP & Stakeholders	Percentage of recreation assets, by current replacement cost, at or above a condition rating of average.	To be determined	60%
Fit for purpose	SCP	Percentage of survey respondents that are at least satisfied that the Shire's recreation places meet their needs.	To be determined	Unknown
Information	SCP	Percentage of surveyed visitors who are at least satisfied with their ability to access timely and accurate information about attractions and amenities.	To be determined	Unknown

HOW IS THE SERVICE CHANGING?

Recreation services often underpin our community fabric and enables people to come together. However, the breadth of recreation choices is likely to have never been so large. This presents many challenges when trying to provide the right assets and services for the community's needs.

Future change drivers

Over the life of this Plan, the Shire considers the following drivers to likely affect the demand for recreation services.



Change mitigation

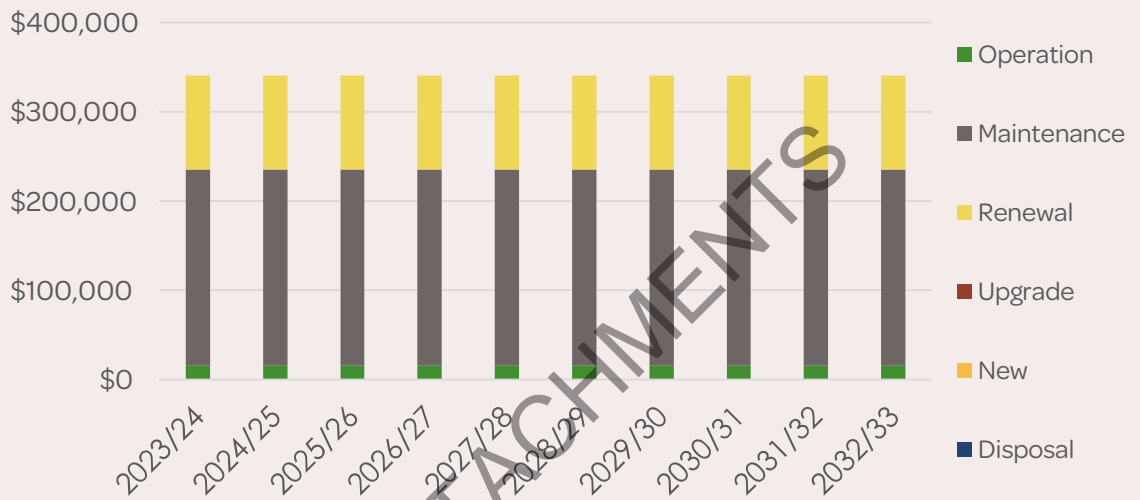
To meet the challenges that will arise from service change, the Shire plans to:

- Monitor the use of power and water on recreation places, and continue to transition to sustainable sources.
- Continue to develop the AMP works programme, to accurately understand the long-term financial needs of the recreation service.
- Work with other government agencies, so that available external funding can be accessed for capital works, wherever possible.



WHAT WILL THE SERVICE COST?

Recreation places represent a significant ongoing cost commitment to our community. To ensure that we can continue to sustainably provide the service, the Shire maintains a long term works programme. This programme contains all planned works activities, and sets out how much the service will cost to deliver the agreed performance. On an annual basis, the works programme in this AMP informs the Shire’s broader Long Term Financial Plan (LTFP). In the event that the AMP and the LTFP do not balance financially, then the Shire can adjust its practices (e.g. service level performance) to reach a sustainable point.



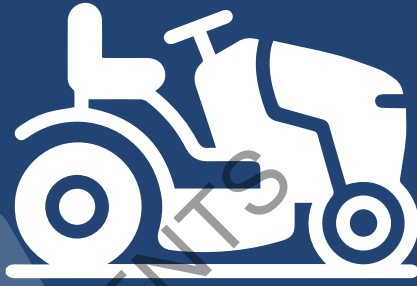
Projected Recreation Service Cost

PUBLIC ATTACHMENTS

<Pending LTFP update>

Projected Recreation Service Cost vs Available Funding

ABOUT THE FLEET & EQUIPMENT SERVICE



PUBLIC ATTACHMENTS

WHAT DO WE HAVE AND WHAT ARE THEY WORTH?

The Shire's fleet & equipment asset portfolio is crucial in enabling many of our operational day to day tasks to be completed. The different asset types that make up the portfolio are:



The Fair Values are how much assets are worth in their current physical state.



HOW CONFIDENT ARE WE?

The Shire records inventory and valuation data for its fleet & equipment assets. The Shire's current confidence in its data is:

ASSET TYPE	INVENTORY	VALUE
FURNITURE, EQUIPMENT & IT 	 HIGHLY RELIABLE	 HIGHLY RELIABLE
PLANT & VEHICLES 	 HIGHLY RELIABLE	 HIGHLY RELIABLE



HOW IS THE SERVICE PERFORMING?

The Shire seeks to ensure that the service performance delivered by our fleet & equipment assets meets the needs of users. However, the quality of this service can be varied, and in turn this has an effect on overall cost. As a general rule, as the service quality gets higher, so too does cost. Therefore, the Shire needs to balance this and deliver the recreation service at a level that the community desires and is willing to pay.

Service Levels

Service levels describe the quality performance that the Shire aims to provide for its fleet & equipment services. These have been developed through consideration of strategic and customer inputs.

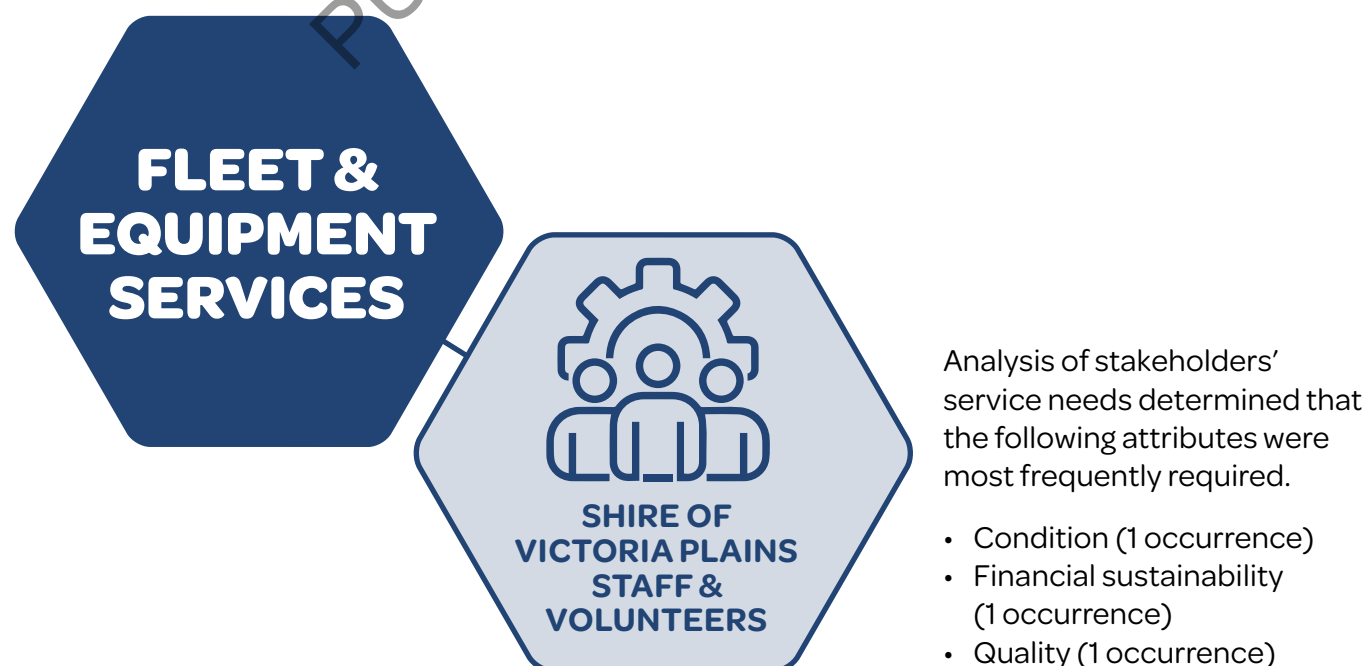
Strategic Inputs

The Strategic Community Plan (SCP) and Disability Access and Inclusion Plan (DAIP) were reviewed to identify any drivers that may directly relate to fleet & equipment services. This showed that the following strategic outcome is of high importance. A service level has been selected for this outcome, so that its performance can be monitored.

STRATEGIC PRIORITY	STRATEGIC OUTCOME	KPI(S)
SCP 2.2 Safe and efficient transport network enables economic growth	Road plant and equipment enables achievement of the 10yr Road Plan	Fit for purpose

Customer Inputs

As a service provider, it is important that the Shire clearly understands the needs of its stakeholders (e.g. customers). During 2022, Shire staff considered who the major stakeholders are of its fleet & equipment services. One was identified. While there may be other minor stakeholders, they have not been specifically considered by this AMP.



SERVICE LEVEL TARGETS AND PERFORMANCE

The Strategic and Customer Inputs have been combined to form the following service level key performance indicators (KPIs). These KPIs will enable the Shire to monitor its fleet & equipment service performance.

KPI	DRIVER	PERFORMANCE MEASURE	TARGET	CURRENT
Fit for purpose	SCP	Percentage of survey respondents who are at least satisfied that the fleet and equipment assets they use, is fit for purpose.	To be determined	Unknown
Condition	Stakeholders	Percentage of survey respondents who are at least satisfied with the condition of the fleet and equipment assets they use.	To be determined	Unknown
Financial sustainability	Stakeholders	Percentage of fleet and equipment AMP financial ratios within their target bands.	To be determined	Unknown
Quality	Stakeholders	Percentage of survey respondents who are at least satisfied with the quality of the fleet and equipment assets they use.	To be determined	Unknown

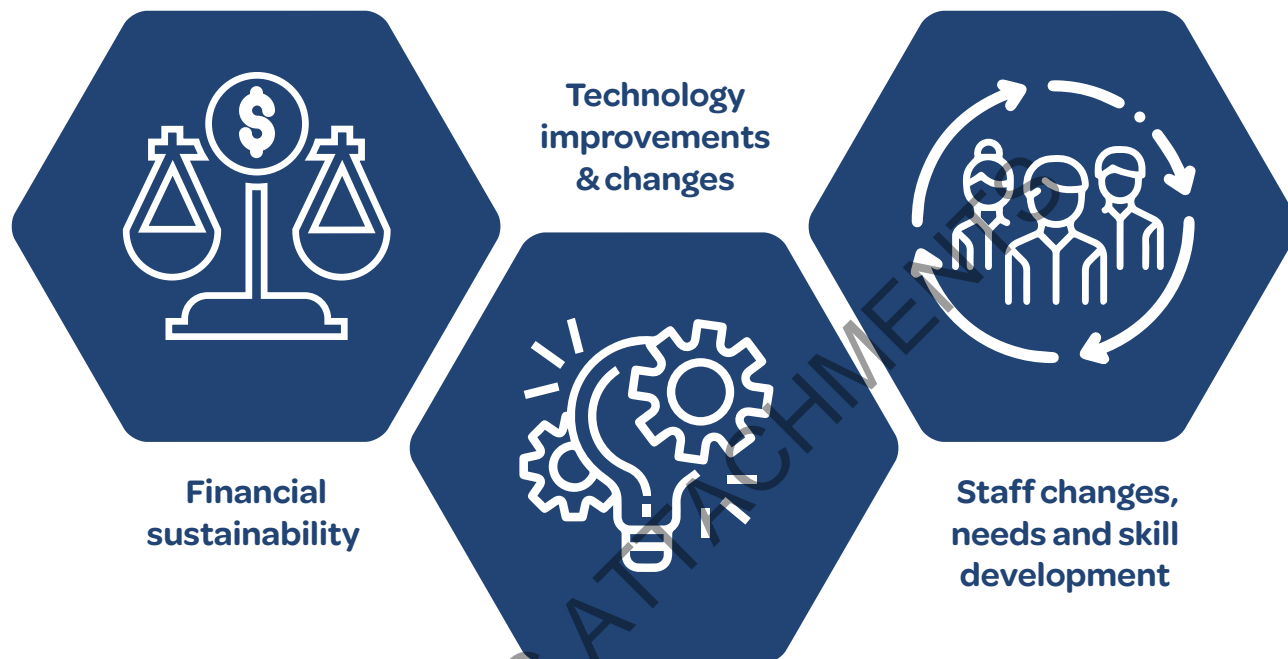


HOW IS THE SERVICE CHANGING?

While our fleet and equipment assets are predominantly used by Shire staff, they are vital tools to enable broader services, such as transport, property and recreation, to be delivered. However, these tools are evolving rapidly within an environment where technology sophistication seems to regularly change the way we work.

Future change drivers

Over the life of this Plan, the Shire considers the following drivers to likely affect the demand for fleet & equipment services.



Change mitigation

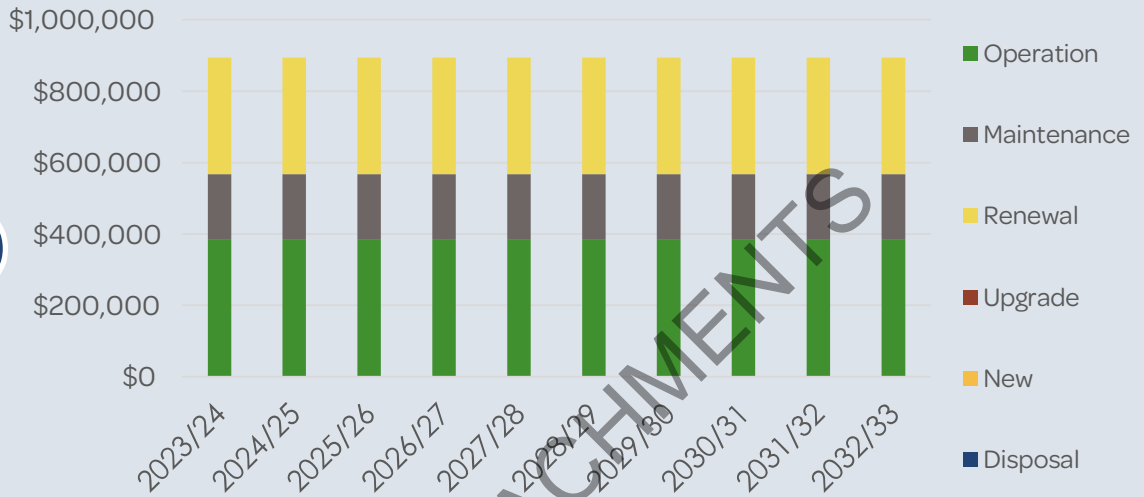
To meet the challenges that will arise from service change, the Shire plans to:

- Continue to monitor the cost/benefit (e.g. cost per hour of use) achieved from individual fleet assets.
- Continue to monitor changes to fleet technologies, including fuel types, and implement when appropriate to the Shire.
- Continue to align the AMP with the Workforce Management Plan and Long Term Financial Plan.



WHAT WILL THE SERVICE COST?

To ensure that we can continue to sustainably provide the services, the Shire maintains a long term works programme. This programme contains all planned works activities, and sets out how much the services will cost to deliver the agreed performance. On an annual basis, the works programme in this AMP informs the Shire’s broader Long Term Financial Plan (LTFP). In the event that the AMP and the LTFP do not balance financially, then the Shire can adjust its practices (e.g. service level performance) to reach a sustainable point.



Projected Fleet & Equipment Service Cost

<Pending LTFP update>

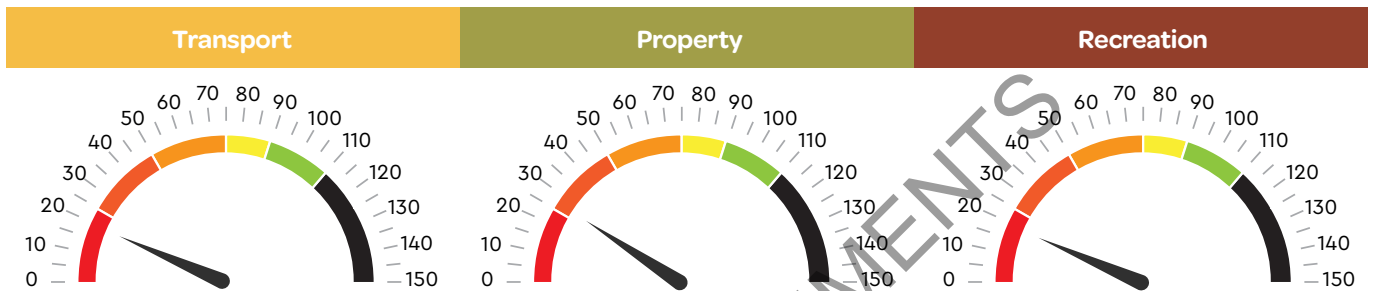
Projected Fleet & Equipment Service Cost vs Available Funding

ARE THE SERVICES ECONOMICALLY SUSTAINABLE?

The Shire monitors the economic sustainability of the AMP through three financial ratios. They measure the past, present and future ability to renew assets when required.

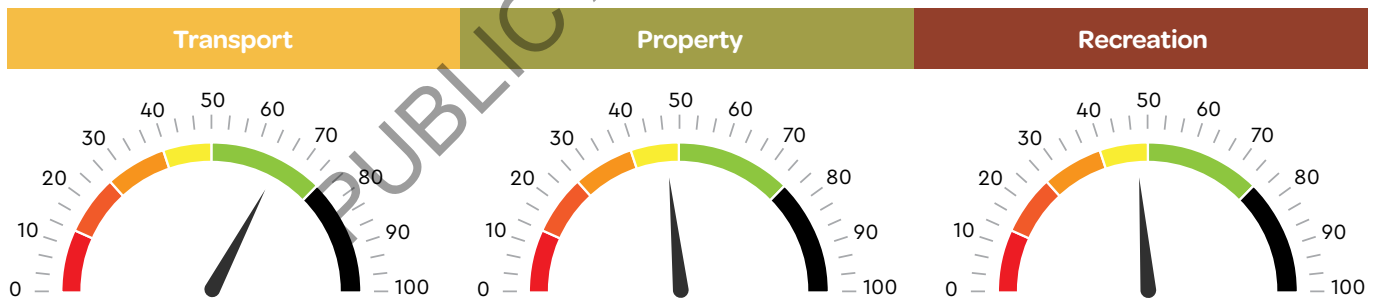
Past - Sustainability Ratio (ASR)

This ratio indicates whether a local government is replacing or renewing existing non-financial assets at the same rate that its overall asset base is wearing out. The standard is met if the ratio can be measured and is 90% (or 0.90). The standard is improving if this ratio is between 90% and 110% (or 0.90 and 1.10). The ratio is not required for fleet and equipment assets.



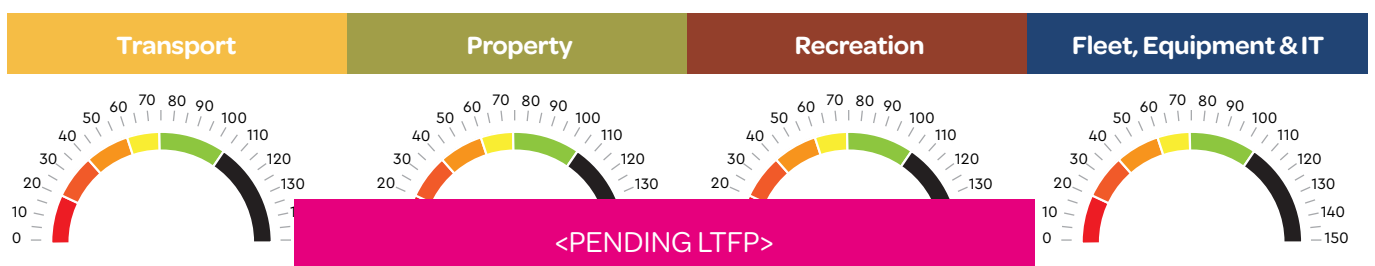
Present - Consumption Ratio

This ratio seeks to highlight the aged condition of a local government’s physical assets by comparing their depreciated replacement cost (worth in current state) to their replacement cost (worth in as new state). The standard is met if the ratio can be measured and is 50% or greater (0.50 or >). The standard is improving if the ratio is between 60% and 75% (0.60 and 0.75). The ratio is not required for fleet and equipment assets.



Future - Renewal Funding Ratio

This ratio is a measure of the ability of a local government to fund its projected asset renewal/ replacements in the future. The standard is met if the ratio is between 75% and 95% (or 0.75 and 0.95). The standard is improving if the ratio is between 95% and 105% (or 0.95 and 1.05), and the sustainably ratio falls within the range 90% to 110%, and consumption ratio falls within the range 50% to 75%. Fleet and equipment assets have been included in this ratio.



HOW WILL THE SHIRE IMPROVE ITS ASSET MANAGEMENT?

Where possible, and appropriate, the Shire is committed to improving its asset management practices. The following actions have been identified by this AMP for future implementation.

SERVICE AREA	TASK
ALL	Monitor all service levels.
	Implement and/or sustain all service demand mitigation actions.
	Continue to develop and refine the AMP Works Programme.
	Review all planned asset operation and maintenance schedules, and further develop where required.
	Review all assets that are currently recorded as being in either a poor or very poor condition, and determine suitable management strategies (e.g. renewal).
TRANSPORT	Develop an asset inventory of car parks, assess their condition and produce valuations for each.
	Review the assigned useful lives of table drain assets.
PROPERTY	Develop and implement a cyclical building condition inspection programme, and develop a five year capital works programme.





FURTHER READING

The following documents support this AMP.

- Shire of Victoria Plains
– Strategic Community Plan
- Shire of Victoria Plains
– Asset Management Policy
- Shire of Victoria Plains
– Long Term Financial Plan
- Shire of Victoria Plains
– AMP Works Programme 2023-2033
- Shire of Victoria Plains
– Disability Access and Inclusion Plan 2015-2020



Shire of Victoria Plains
Long Term Financial Plan
For the Period 2023-24 to 2032-33

Many Localities – One Perfect Lifestyle – A Place to Grow



Shire of Victoria Plains - Long Term Financial Plan

For the Period 2023-24 to 2032-33

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PUBLIC ATTACHMENTS

Shire of Victoria Plains - Long Term Financial Plan

Executive Summary

Introduction

This Long Term Financial Plan (the Plan) has been prepared in conjunction with Accwest Pty Ltd for the Shire of Victoria Plains.

The Plan has been developed using an Excel spreadsheet model. Underlying the forecasts in the Plan are based a series of assumptions, which are detailed in pages 6 & 7. The model has been developed to easily change these assumptions and then see the impact of these changes on the financial activity.

Key Inputs

1. The Corporate Business Plan

Activities from the approved Corporate Business Plan have been incorporated into the model. All initiatives related to 2022-23 were included in the 2022-23 Budget.

2. The Asset Management Plan

Asset Management Infrastructure Pty Ltd prepared an Asset Management Plan for the Shire in 2022. The data from this plan has been used in part as the basis for the proposed capital spend from 2023-24 to 2032-33. The Budget has been used as the basis for 2022-23.

3. Advice from Senior Staff

Senior staff have provided both guidance and input around the key assumptions and access to the relevant input data.

4. Financial Data Inputs

The Plan applies the financial data from the 2021-22 financial statements and the 2022-23 Budget. The 2022-23 Budget is used as the baseline for much of the operational forecasts. Forecasts of financial activity are for the financial years 2023-24 to 2032-33, a 10 year forecast.

What the LTFP Tells Us

The key findings are on Pages 8 to 13. The Plan has been prepared on the basis of having a minimal closing surplus/(deficit), which is important to note with regard to the adjustments to the capital spend.

1. Capacity to Fund the Asset Management Plan

Key observations from the LTFP over the financial years 2023-24 to 2032-33 are:

- operating activities (excluding non-cash items and general rates) will cost on average \$3.5 million per annum
- financing activities will cost on average \$0.2 million per annum (noting that loans will be extinguished in 2029-30)
- general rates will return on average \$4.9 million per annum
- net investing activities before investment in the asset management program will return on average \$1.5 million per annum
- the net available to spend on capital renewal and new assets per annum is \$2.7 million
- the required average spend under the Asset Management Plan is \$6.3 million per annum

The result of this is that the required capital spend under the Asset Management Plan is on average \$3.6 million per annum more than the amounts available to spend based on the Plan. This means conscious and priority decisions need to be made in terms of funding the capital and maintenance programs.

Amounts held in reserve funds have been factored in to increase significantly over the 10 year period including plant and equipment with the intent to maximise trade value keeping councils asset fleet current and reducing operating costs.

Shire of Victoria Plains - Long Term Financial Plan

Executive Summary

Rates

The LTFP factors in a 10.30% rate increase for 2023/24 which can be argued as substantial but when taking into account the current inflation (CPI) of 6.7% (RBA forecast at June 2023), actually represents a modest net increase of 3.6%. This can be further represented using the Local Government Cost Index (LGCI), a more relevant measure than CPI which is forecast to be 7.4% at June 2023. Decisions made to have a reduced rate increase will mean that some activities and projects may not be funded for completion.

It should be noted that given the inflation amount, anything less than 6.7% to 7.4% will actually see shire rate income going backwards in real terms.

Out year rate increases have factored in the forecast inflationary amounts.

2. Capacity to Maintain Cash Balances

A key principle factored into the development of the Plan is the maintenance of cash balances to ensure that the Shire can pay its commitments when they fall due.

An analysis of cash movements and balances is on Page 15. From this analysis, the key points to note are:

- unrestricted cash (total cash and term investment holdings less reserves) is negative from 2023-24 until 2025-26 but is relatively minor and will be managed.
- unrestricted cash moves into the positive from 2026-27 when the impact of loan finalisations flow through.
- unrestricted cash balances only become substantial in 2032-33

Given the volatility of economic factors, the further out years become less predictable to forecast which represents a higher unrestricted cash balance. This will be tightened as strategic documents crystallise which will formulate a more robust LTFP.

3. Reserves

Reserve balances as at 30 June 2022 were \$0.540 million and with transfers in and interest earnings, the balance at the end of 2022-23 is forecast to be \$1.236 million.

Recognising the need to commence stronger financial planning over the out years, this LTFP provides for a significant increase in Reserve Funds over the 10 year period, more than doubling its forecast balance in 2022-23.

Shire of Victoria Plains - Long Term Financial Plan

Background

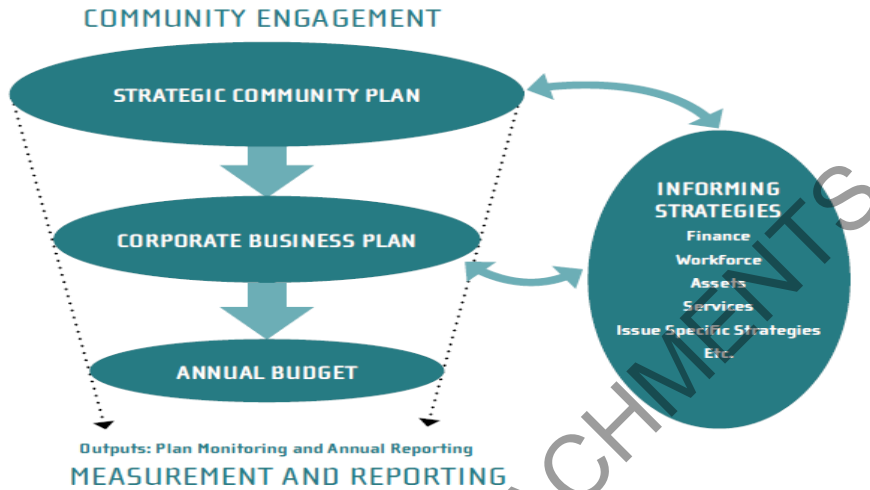
The Integrated Planning and Reporting Framework and Guidelines (IPRF) were developed in 2010 as part of the State Government's Local Government Reform Program. The IPRF was developed to give local governments a framework for establishing local priorities and to link this information to operational functions.

The key elements of the IPRF are:

The Strategic Community Plan which establishes the community's vision for the local government's future and its aspirations and service expectations over a 10 + year time frame

The Corporate Business Plan, which is an internal business planning tool that translates the Strategic Community Plan priorities into operations using the resources available, and is done on a 4 yearly basis

The elements of the IPRF are:



Other plans that inform the IPRF are the Workforce Management Plan (WMP), Asset Management Plan (AMP) and Long-Term Financial Plan (LTFP).

The LTFP presents a financial analysis of strategic objectives defined in the integrated planning framework documents. It is an integral part of Council's strategic planning process and provides the resourcing capability to implement the Strategic Community Plan and Corporate Business Plan. The Asset Management and Workforce Plans have informed the LTFP, by providing key asset requirements and the people required to provide services to be delivered to the community.

The LTFP provides a guide and establishes a framework for decision making and an insight to the financial sustainability of the Council, by addressing the operating and capital requirements anticipated over the next ten years.

Consistent with the Strategic Community Plan, the LTFP covers a 10-year term. Financial planning over this horizon is difficult and relies on a variety of assumptions that may be subject to change during this period. The LTFP will therefore be closely monitored, and regularly revised, to reflect these changing circumstances.

The benefits of a LTFP include:

- Good financial management process, gives the Council visibility around it's medium to long-term financial position
- Identifies potential financial risks that can be addressed early
- Provides relevant financial information for future decision making
- Currently required to calculate one of the ratios in the financial statements

Shire of Victoria Plains - Long Term Financial Plan

Assumptions Used in the Model

Key assumptions relating to revenue and expenditure have been made as part of the financial modelling to underpin the forecasts.

The 2022/23 budget has been used as the LTFP's starting point. A number of market-driven and internal assumptions are then applied to project revenue and expenditure over the forecast period. The assumptions are detailed below.

Inflation indicators

The current inflation rate based on the All Groups (Perth) consumer price index at December 2022 has been applied for 5 years then a downward incremental annual adjustment until 2032-33.

Capital expenditure

The Asset Management Plan recently prepared by Asset Infrastructure Management Pty Ltd has been used to identify the required capital spend over the years of the LTFP.

Specific purpose capital grants identified in the Asset Management Plan as sources of funding have been included in Non-Operating Grant revenue.

Disposal of assets

All assets disposed of and changed over have been fully depreciated at the date of disposal. The proceeds identified in the Asset Management Plan are all gains on disposal in the model.

Minimum cash holdings

The plan is premised on there being a minimum cash holding at the end of each year in addition to its balance held in Reserves. This assumption is made to ensure that the Council has sufficient cash holdings at year end to meet its financial obligations, noting that rate notices are issued early in the new year bolstering cash holdings above the minimum holding.

Revaluation of assets

There are no revaluations of land, buildings or infrastructure factored into the plan as any revaluation would have no impact on the operating components of the plan.

Operating grants

the annual operating grants including the financial assistance grants and road maintenance grants fluctuate from year to year. An assessment has been made of the average grant amounts over recent years and grants of around 20% of operating costs have been applied.

Loans

Loans currently in place with the Western Australian Treasury Corporation have prescribed interest and principal repayments that are applied.

1 new loans has been included, as identified in the 2022-23 Budget.

Shire of Victoria Plains - Long Term Financial Plan

Inflation Assumptions

Category	Comments	Forecast 2023-24	Forecast 2024-25	Forecast 2025-26	Forecast 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Forecast 2031-32	Forecast 2032-33
Revenue from operating activities (excluding rates)											
Specified area and ex gratia rates	A consistent rate has been applied. The average increase in recent years has been around 4.7%	10.30%	8.15%	8.16%	6.62%	8.00%	7.70%	7.40%	7.10%	6.80%	6.50%
Operating grants, subsidies and contributions	Shire of Victoria Plains defined index	8.30%	8.30%	8.30%	8.30%	8.00%	7.70%	7.40%	7.10%	6.80%	6.50%
Fees and charges	Shire of Victoria Plains defined index	8.30%	8.30%	8.30%	8.30%	8.00%	7.70%	7.40%	7.10%	6.80%	6.50%
Interest earnings	Shire of Victoria Plains defined index	8.30%	8.30%	8.30%	8.30%	8.00%	7.70%	7.40%	7.10%	6.80%	6.50%
Other revenue	Shire of Victoria Plains defined index	8.30%	8.30%	8.30%	8.30%	8.00%	7.70%	7.40%	7.10%	6.80%	6.50%
Profit on asset disposals	As per the Asset Management Plan. Profits equate to the proceeds as it is assumed that all assets are fully depreciated prior to disposal										
Expenditure from operating activities											
Employee costs	Shire of Victoria Plains defined index	8.30%	8.30%	8.30%	8.30%	8.00%	7.70%	7.40%	7.10%	6.80%	6.50%
Materials and contracts	Shire of Victoria Plains defined index	8.30%	8.30%	8.30%	8.30%	8.00%	7.70%	7.40%	7.10%	6.80%	6.50%
Utility charges	Shire of Victoria Plains defined index	8.30%	8.30%	8.30%	8.30%	8.00%	7.70%	7.40%	7.10%	6.80%	6.50%
Depreciation on non-current assets	Based on the asset holding as per the Asset Management Plan using relevant depreciation rates										
Interest expenses	As per the current loans with WATC										
Insurance expenses	Shire of Victoria Plains defined index	8.30%	8.30%	8.30%	8.30%	8.00%	7.70%	7.40%	7.10%	6.80%	6.50%
Other expenditure	Shire of Victoria Plains defined index	8.30%	8.30%	8.30%	8.30%	8.00%	7.70%	7.40%	7.10%	6.80%	6.50%
Loss on asset disposals	Not applicable, all disposed assets are fully depreciated.										
Investing activities											
Non-operating grants, subsidies and contributions	Shire of Victoria Plains defined index	8.30%	8.30%	8.30%	8.30%	8.00%	7.70%	7.40%	7.10%	6.80%	6.50%
Proceeds from disposal of assets	As per the Asset Management Plan										
Purchase of property, plant and infrastructure	As per the Asset Management Plan										
Financing activities											
Repayment of borrowings	As per the current loans with WATC										
Proceeds from new borrowings	Not applicable										
Transfers to cash backed reserves (restricted assets)	Refer the Reserves Table										
Transfers from cash backed reserves (restricted assets)	Refer the Reserves Table										

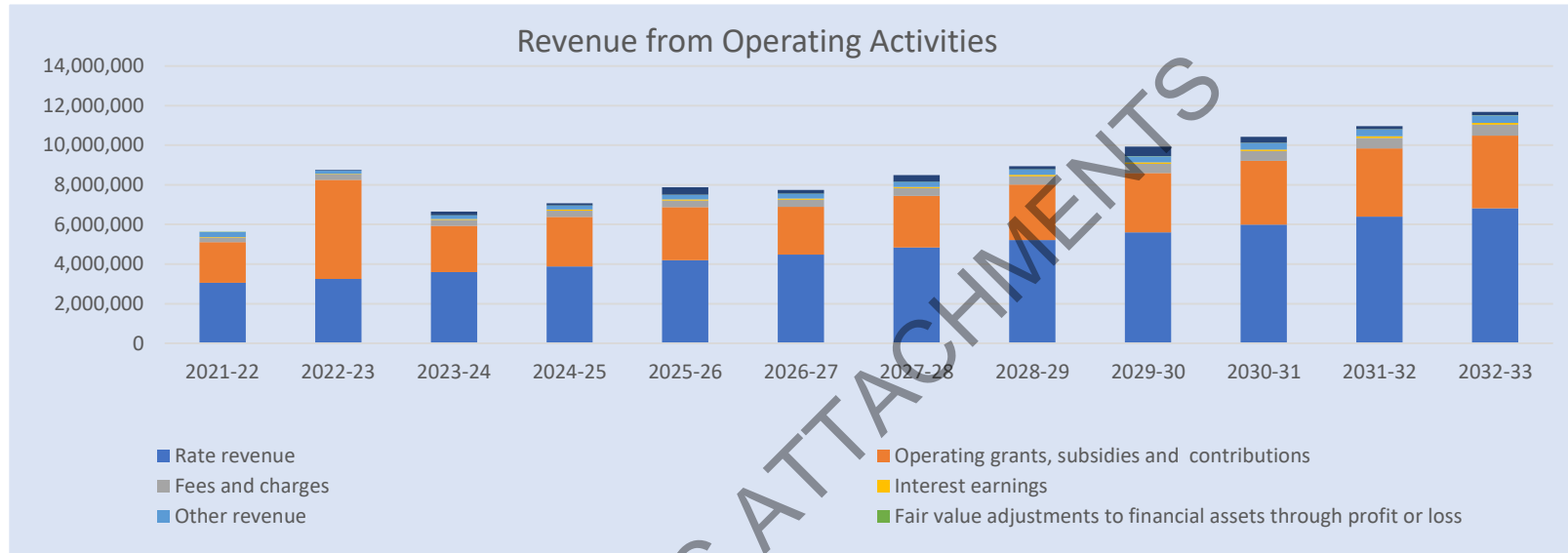
Shire of Victoria Plains - Long Term Financial Plan

Key Findings

Sources of Revenue

1. Operating Revenue

Sources of operating revenue are in the following chart.



The principal sources of revenue are operating grants and rate revenue, and are forecast to be around 90% of total revenue for the 10 year forecast.

Operating grants in 2022-23 included more than \$4.25 million of specific purpose grants for flood damage. There is no forecast for specific purpose funding of this nature for the 10 year forecast. Any future additional funding would be offset by corresponding outgoings, having no impact on the result.

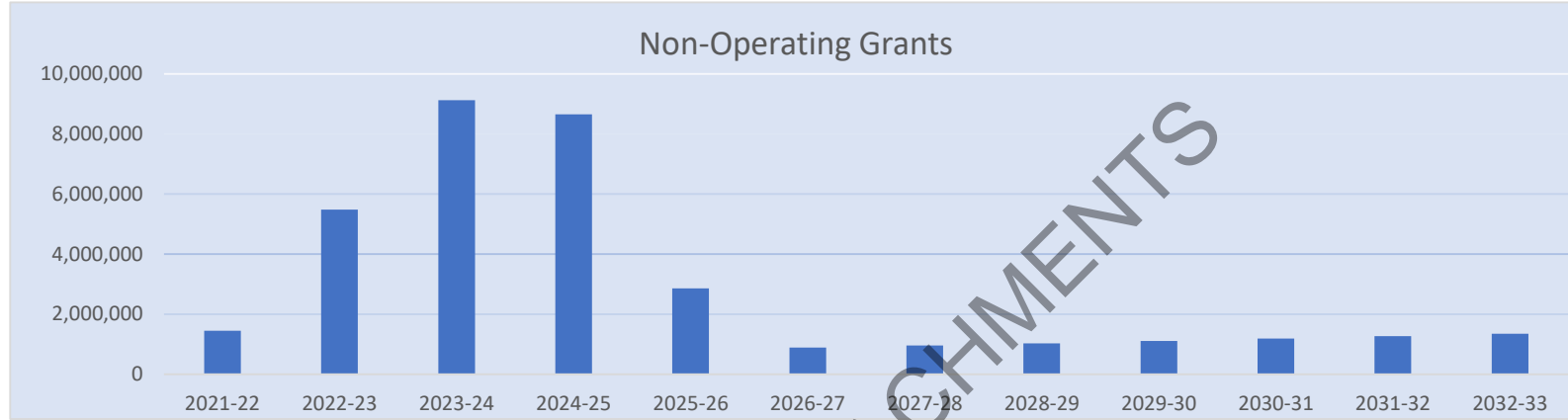
Operating revenue from 2023-24 to 2031-32 increases from \$6.4 million to 11.7million per annum, with an average annual increase of around 7.0%.

Shire of Victoria Plains - Long Term Financial Plan

Key Findings

2. Non-Operating Grants

Non-operating grants for capital expenditure projects are in the following chart.



Key annual grants include the Roads to Recovery and Regional Road Group programs. Over the past few years, these have averaged \$0.6 million. The forecasts for 2023-24 onwards are based on similar funding levels, indexed for inflation.

Included in the 2022-23 Budget is funding for the Wheatbelt Secondary Freight Network which was not able to be completed due to significant increases in the tender prices. As a result these construction works have slipped to the right into 2023-24 and 2024-25 and commensurate funding as depicted in the graph.

LRCIP funding will continue as included in the 2023-24 Budget and the shire is planning for an additional \$700,000 grant through this program which needs to be secured through a competitive bidding process.

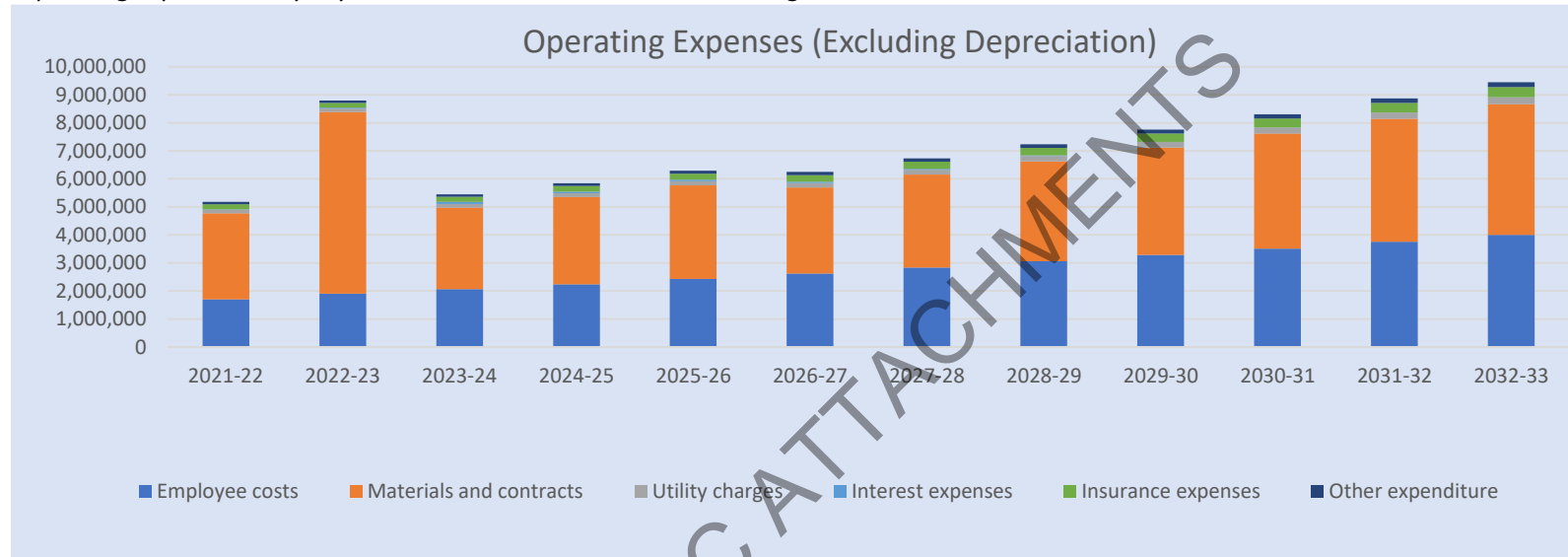
Shire of Victoria Plains - Long Term Financial Plan

Key Findings

How Funds will be Spent

1. Operating Expenditure

Operating expenditure by key classification is detailed in the following chart.



Principal costs are employee related costs and materials and contracts, which account for more than 90% of total costs (ex depreciation) over the 10 year forecast period.

Materials and contracts expense in 2022-23 include more than \$4.2 million for flood damage, which are funded by operating grants. There is no forecast for specific purpose expenses of this nature for the 10 year forecast due to the uncertainty of flooding events occurring. Expenditure is forecast to deliver services at the same level of service.

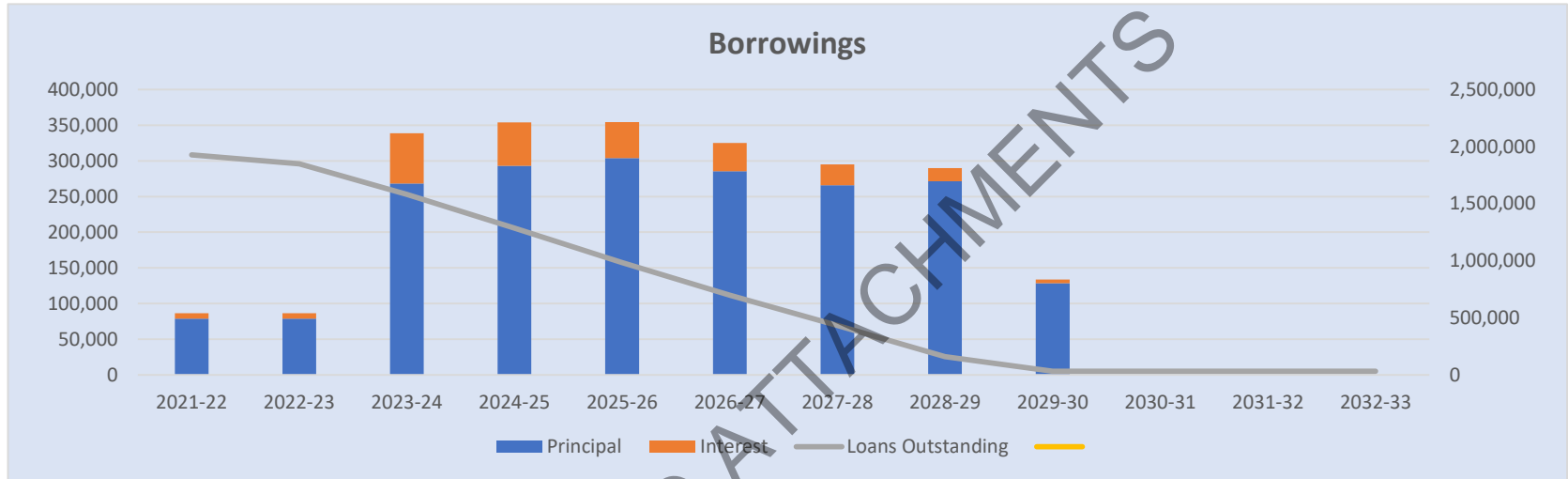
Operating expenses (excluding depreciation) from 2023-24 to 2032-33 moves from \$5.1 million to \$9.5 million per annum, an average annual increase of 6.9%.

Shire of Victoria Plains - Long Term Financial Plan

Key Findings

2. Repayment of Loans

The Shire currently has 3 loans with the Western Australian Treasury Corporation, with the final loan due for finalisation in October 2029. There was one new loans included in the budget for 2022-23, totalling \$1.5 million.



No new loans have been included in the LTFP.

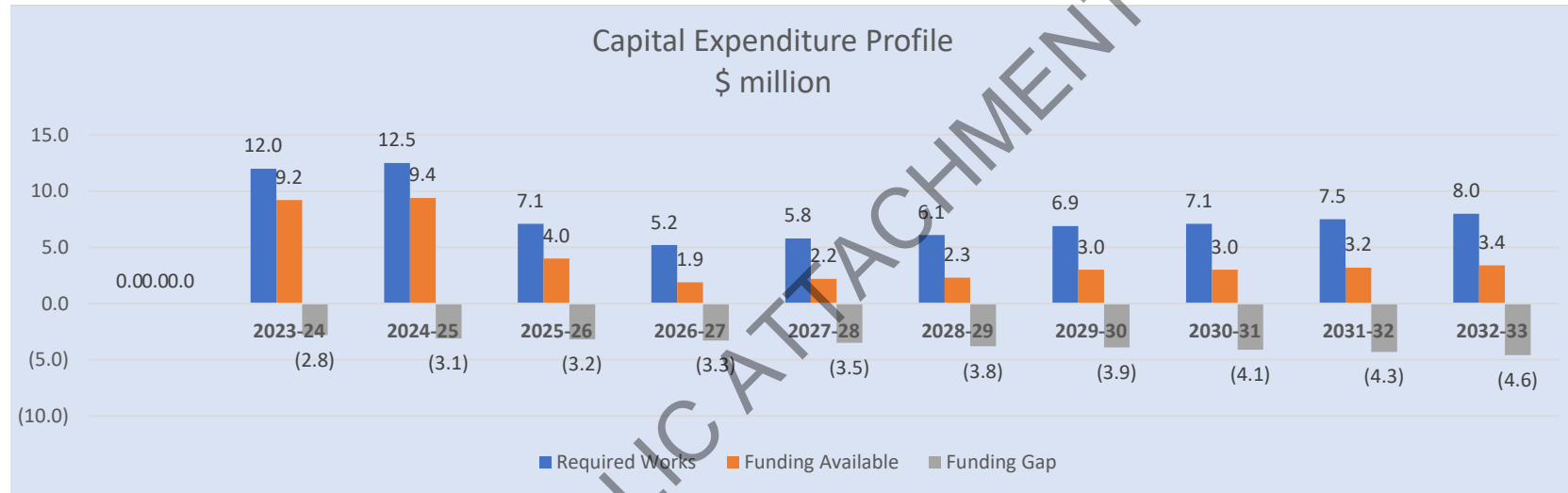
Shire of Victoria Plains - Long Term Financial Plan

Key Findings

3. Capital Expenditure

The recently completed Asset Management Plan has identified the required capital works program required to maintain the Shire's assets.

Based on the model forecasts, there is a funding gap between the required capital spend and the funds available for capital expenditure in every year of the Plan. The average per annum gap is \$3.6 million with available funds being able to fund 43% of the required program.



This is not an uncommon challenge for most local authorities given the vast network of infrastructure, property, plant and equipment required to be renewed and maintained, hence the primary reason for strategic documents such as the community plan and corporate business plan to be constantly reviewed. These inform the budget in a given year of the priority activities and projects to be undertaken in conjunction with community requirements.

Appropriately, deemed areas of priority include:

- The Plant Replacement Program
- New Computer Operating System
- Tourism - Caravan Park relocation and Development
- Fast tracking the delayed Road Construction Program
- Staff Housing
- Recreation Plan and Facilities

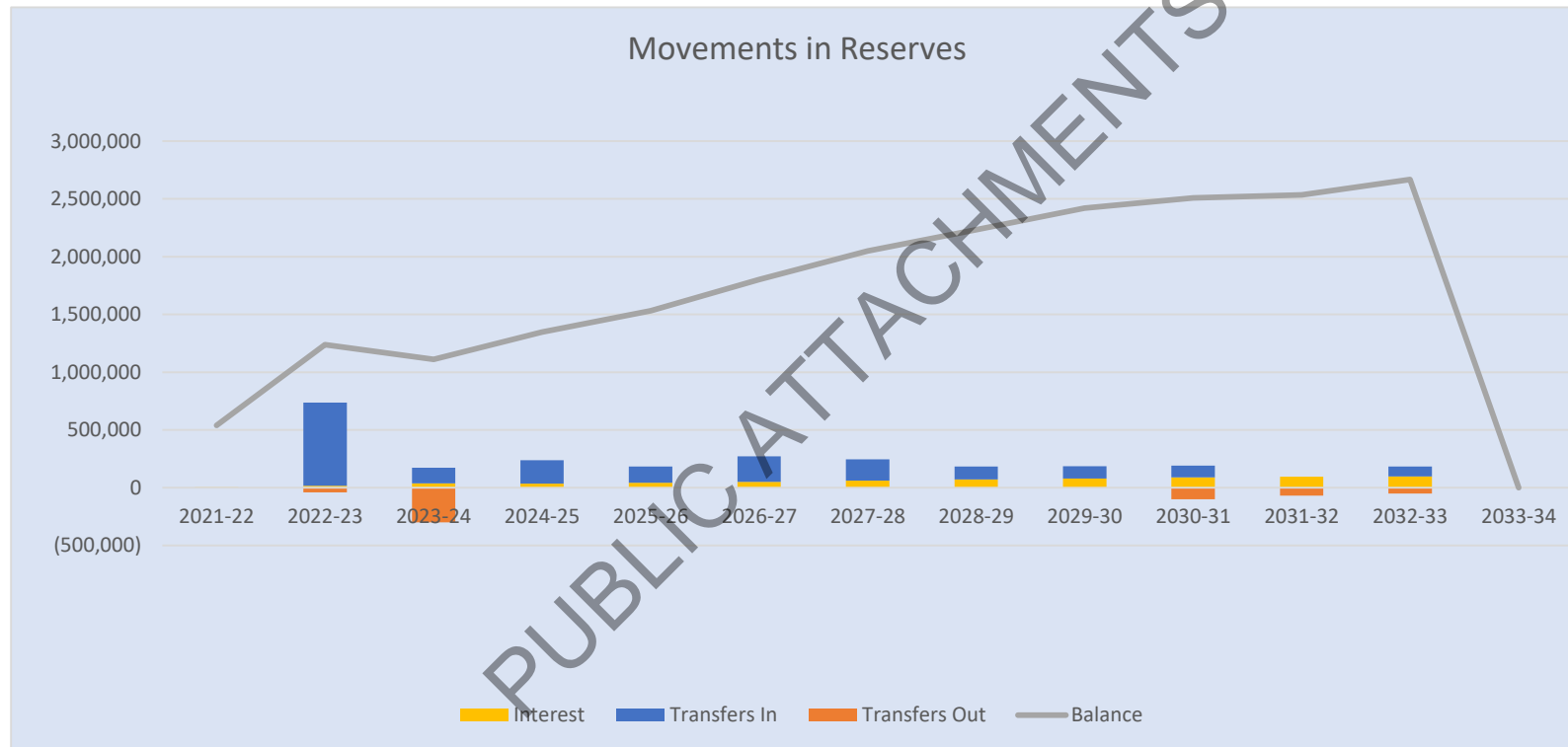
Shire of Victoria Plains - Long Term Financial Plan

Key Findings

Reserves

1. Total Reserves

With the exception of amounts to be transferred in and out of reserves as per the 2022-23 budget, the only movement in reserves is interest.



The LTP now incorporates a significant increase in Reserve Funds from \$1.2 million in 2022-23 to a planned \$2.7 million in 2033-34 or a 125% increase. This includes an increase to the Plant Replacement Reserve to approximately \$858,000 within 5 years, Housing (\$450,000) and Infrastructure (\$408,000) Reserves as part of the strategic intent of maintaining key shire assets.

Shire of Victoria Plains - Long Term Financial Plan

Rate Setting Statement by Nature or Type

	Actual 2021-22	Budget 2022-23	Forecast 2023-24	Forecast 2024-25	Forecast 2025-26	Forecast 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Forecast 2031-32	Forecast 2032-33
OPERATING ACTIVITIES												
Net current assets at start of financial year - surplus/(deficit)	893,669	68,099	(0)	(9,824)	(8,479)	15,204	4,328	1,439	(11,147)	922	(5,844)	(534)
Revenue from operating activities (excluding rates)												
Specified area and ex gratia rates	170,339	89,739	98,982	107,049	115,785	123,451	133,327	143,593	154,219	165,169	176,400	187,866
Operating grants, subsidies and contributions	2,050,614	4,995,078	2,346,334	2,503,729	2,674,189	2,408,796	2,601,500	2,801,816	3,009,150	3,222,800	3,441,950	3,665,677
Fees and charges	229,478	264,952	286,943	310,759	336,552	364,486	393,645	423,956	455,328	487,657	520,817	554,671
Interest earnings	26,428	44,068	47,725	51,687	55,977	60,623	65,472	70,514	75,732	81,109	86,624	92,255
Other revenue	255,639	177,830	192,590	208,575	225,887	244,635	264,206	284,550	305,607	327,305	349,561	372,283
Fair value adjustments to financial assets through profit or loss	4,937	0	5,347	5,790	6,271	6,791	7,335	7,899	8,484	9,086	9,704	10,335
Profit on asset disposals	0	25,619	185,000	100,500	379,500	179,500	325,000	149,000	475,000	310,000	149,000	176,000
	2,737,435	5,597,286	3,162,920	3,288,089	3,794,160	3,388,283	3,790,485	3,881,328	4,483,520	4,603,125	4,734,057	5,059,086
Expenditure from operating activities												
Employee costs	(1,697,752)	(1,910,137)	(2,068,679)	(2,240,379)	(2,426,331)	(2,627,716)	(2,837,933)	(3,056,454)	(3,282,632)	(3,515,699)	(3,754,766)	(3,998,826)
Materials and contracts	(3,080,963)	(6,483,298)	(2,912,264)	(3,109,774)	(3,347,136)	(3,072,186)	(3,317,961)	(3,573,444)	(3,837,879)	(4,110,368)	(4,389,873)	(4,675,215)
Utility charges	(124,017)	(116,653)	(126,335)	(136,820)	(148,177)	(160,475)	(173,313)	(186,658)	(200,471)	(214,705)	(229,304)	(244,209)
Depreciation on non-current assets	(4,055,604)	(4,046,982)	(4,431,212)	(4,591,956)	(4,580,756)	(4,503,102)	(4,442,358)	(4,385,600)	(4,352,170)	(4,322,383)	(4,293,614)	(4,277,689)
Interest expenses	(9,616)	(32,885)	(70,510)	(60,646)	(50,376)	(39,681)	(29,177)	(18,435)	(5,045)	0	0	0
Insurance expenses	(179,698)	(173,165)	(187,537)	(203,103)	(219,960)	(238,217)	(257,274)	(277,085)	(297,589)	(318,718)	(340,390)	(362,516)
Other expenditure	(87,139)	(79,835)	(86,461)	(93,638)	(101,410)	(109,827)	(118,613)	(127,746)	(137,199)	(146,940)	(156,932)	(167,133)
Loss on asset disposals	0	(29,944)	0	0	0	0	0	0	0	0	0	0
	(9,234,789)	(12,872,899)	(9,882,998)	(10,436,316)	(10,874,144)	(10,751,203)	(11,176,629)	(11,625,422)	(12,112,984)	(12,628,812)	(13,164,880)	(13,725,587)
Non-cash amounts excluded from operating activities	4,069,412	4,051,307	3,258,166	4,498,995	4,209,422	4,332,445	4,126,344	4,245,666	3,886,245	4,021,391	4,153,470	4,110,302
Amount attributable to operating activities	(1,534,273)	(3,156,207)	(3,461,912)	(2,659,056)	(2,879,042)	(3,015,272)	(3,255,472)	(3,496,990)	(3,754,366)	(4,003,374)	(4,283,197)	(4,556,733)
INVESTING ACTIVITIES												
Non-operating grants, subsidies and contributions	1,445,581	5,480,864	9,126,615	8,659,151	2,862,083	887,968	959,006	1,032,849	1,109,280	1,188,039	1,268,826	1,351,299
Proceeds from self supporting loans	21,091	21,332	21,598	22,706	23,872	25,098	26,387	21,816	0	0	0	0
Proceeds from disposal of assets	0	90,000	185,000	100,500	379,500	179,500	325,000	149,000	475,000	310,000	149,000	176,000
Purchase of property, plant and infrastructure	(2,821,246)	(6,940,747)	(9,232,216)	(9,378,817)	(3,969,067)	(1,870,742)	(2,245,916)	(2,329,875)	(2,955,446)	(3,038,018)	(3,195,373)	(3,363,579)
Amount attributable to investing activities	(1,354,574)	(1,348,551)	100,996	(596,460)	(703,612)	(778,176)	(935,523)	(1,126,210)	(1,371,166)	(1,539,979)	(1,777,547)	(1,836,279)
FINANCING ACTIVITIES												
Repayment of borrowings	(78,899)	(78,718)	(268,430)	(293,161)	(304,058)	(285,483)	(265,777)	(271,303)	(128,514)	0	0	0
Proceeds from new borrowings	200,000	1,500,000	0	0	0	0	0	0	0	0	0	0
Transfers to cash backed reserves (restricted assets)	(651)	(737,186)	(173,029)	(236,977)	(183,509)	(272,672)	(246,194)	(183,290)	(186,608)	(190,419)	(94,017)	(184,291)
Transfers from cash backed reserves (restricted assets)	0	40,000	300,000	0	0	0	0	0	0	(100,000)	(70,000)	(50,000)
Amount attributable to financing activities	120,450	724,096	(141,459)	(530,138)	(487,567)	(558,155)	(511,971)	(454,593)	(315,122)	(290,419)	(164,017)	(234,291)
Budgeted deficiency before general rates	(2,768,397)	(3,780,662)	(3,502,374)	(3,785,655)	(4,070,221)	(4,351,603)	(4,702,966)	(5,077,792)	(5,440,654)	(5,833,772)	(6,224,761)	(6,627,304)
Estimated amount to be raised from general rates	2,885,436	3,166,410	3,492,550	3,777,176	4,085,425	4,355,931	4,704,405	5,066,645	5,441,576	5,827,928	6,224,227	6,628,802
Net current assets at end of financial year - surplus/(deficit)	117,039	(0)	(9,824)	(8,479)	15,204	4,328	1,439	(11,147)	922	(5,844)	(534)	1,498

Shire of Victoria Plains - Long Term Financial Plan

Movements in Cash and Cash Equivalents

	Actual 2021-22	Budget 2022-23	Forecast 2023-24	Forecast 2024-25	Forecast 2025-26	Forecast 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Forecast 2031-32	Forecast 2032-33
Opening Balance	2,281,843	1,376,392	1,845,319	941,127	1,189,531	1,429,095	1,725,953	2,011,781	2,237,841	2,454,149	2,678,451	2,819,473
Cash attributable to operating activities	(2,637,861)	(3,314,045)	(4,628,291)	(2,746,199)	(2,953,976)	(3,118,865)	(3,350,605)	(3,586,665)	(3,879,807)	(4,128,816)	(4,412,058)	(4,701,499)
Cash attributable to investing activities	(1,466,079)	(819,883)	100,996	(596,460)	(703,612)	(778,176)	(935,523)	(1,126,210)	(1,371,166)	(1,539,979)	(1,777,547)	(1,836,279)
Cash attributable to financing activities	121,101	1,346,706	31,570	(293,161)	(304,058)	(285,483)	(265,777)	(271,303)	(128,514)	(100,000)	(70,000)	(50,000)
Cash attributable to rates	2,965,855	3,256,149	3,591,532	3,884,225	4,201,210	4,479,382	4,837,732	5,210,238	5,595,795	5,993,097	6,400,627	6,816,668
Closing cash balance	1,264,859	1,845,319	941,127	1,189,531	1,429,095	1,725,953	2,011,781	2,237,841	2,454,149	2,678,451	2,819,473	3,048,363
Year movement	(1,016,984)	468,927	(904,192)	248,404	239,564	296,859	285,827	226,060	216,308	224,301	141,022	228,890
Balance of Reserves	539,517	1,236,700	1,109,729	1,346,706	1,530,215	1,802,887	2,049,081	2,232,371	2,418,979	2,509,398	2,533,415	2,667,706
Term Deposit (classified as Financial Assets)	111,505	111,505	111,505	111,505	111,505	111,505	111,505	111,505	111,505	111,505	111,505	111,505
Unrestricted Cash Balance	836,847	720,124	(57,097)	(45,670)	10,385	34,571	74,205	116,975	146,675	280,558	397,563	492,162

Shire of Victoria Plains - Long Term Financial Plan																
Reserves																
Reserve	Movement	Purpose	Funding Strategy	Actual 2021-22	Budget 2022-23	Forecast 2023-24	Forecast 2024-25	Forecast 2025-26	Forecast 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Forecast 2031-32	Forecast 2032-33	
Long Service Leave Reserve	Opening Balance	to be used to fund annual and long service leave requirements	To be advised by Council	4,477	4,482	4,616	4,758	4,908	5,067	35,235	56,431	58,394	70,476	78,052	80,976	
	Interest			6	134	142	150	159	168	1,196	1,963	2,082	2,576	2,924	3,110	
	Transfers to			0	0	0	0	0	30,000	20,000	0	10,000	5,000	0	5,000	
	Transfers (from)			0	0	0	0	0	0	0	0	0	0	0	0	
	Closing Balance			4,483	4,616	4,758	4,908	5,067	35,235	56,431	58,394	70,476	78,052	80,976	89,086	
Plant Reserve	Opening Balance	to be used for the purchase of major plant	To be advised by Council	66,275	66,355	674,346	395,082	507,535	603,932	723,931	858,503	938,371	1,001,834	973,453	1,009,924	
	Interest			81	1,991	20,736	12,453	16,397	19,999	24,572	29,868	33,463	36,619	36,471	38,784	
	Transfers to			0	606,000	0	100,000	80,000	100,000	110,000	50,000	30,000	35,000	0	40,000	
	Transfers (from)			0	0	(300,000)	0	0	0	0	0	0	(100,000)	0	(50,000)	
	Closing Balance			66,356	674,346	395,082	507,535	603,932	723,931	858,503	938,371	1,001,834	973,453	1,009,924	1,038,708	
Housing Reserve	Opening Balance	to be used for the procurement of staff housing	To be advised by Council	98,676	98,795	151,759	206,426	267,932	296,588	341,409	372,997	400,974	435,273	456,183	433,274	
	Interest			119	2,964	4,667	6,506	8,656	9,821	11,588	12,977	14,299	15,910	17,091	16,639	
	Transfers to			0	50,000	50,000	55,000	20,000	35,000	20,000	15,000	20,000	5,000	0	10,000	
	Transfers (from)			0	0	0	0	0	0	0	0	0	0	(40,000)	0	
	Closing Balance			98,795	151,759	206,426	267,932	296,588	341,409	372,997	400,974	435,273	456,183	433,274	459,913	
Sewerage Scheme - Calingiri Reserve	Opening Balance	to be used to maintain and improve the Calingiri sewerage scheme	To be advised by Council	57,146	57,214	58,930	60,742	62,657	64,681	66,823	69,091	71,495	74,045	76,752	79,628	
	Interest			69	1,716	1,812	1,915	2,024	2,142	2,268	2,404	2,550	2,707	2,876	3,058	
	Transfers to			0	0	0	0	0	0	0	0	0	0	0	0	
	Transfers (from)			0	0	0	0	0	0	0	0	0	0	0	0	
	Closing Balance			57,215	58,930	60,742	62,657	64,681	66,823	69,091	71,495	74,045	76,752	79,628	82,686	
Refuse Site Reserve	Opening Balance	to be used to fund future refuse site development	To be advised by Council	253,909	254,215	221,841	238,663	258,185	266,526	285,352	300,038	317,477	338,798	361,182	374,714	
	Interest			306	7,626	6,822	7,522	8,341	8,826	9,686	10,439	11,321	12,384	13,532	14,390	
	Transfers to			0	0	10,000	12,000	0	10,000	5,000	7,000	10,000	10,000	0	5,000	
	Transfers (from)			0	(40,000)	0	0	0	0	0	0	0	0	0	0	
	Closing Balance			254,215	221,841	238,663	258,185	266,526	285,352	300,038	317,477	338,798	361,182	374,714	394,104	
Building Maintenance Reserve	Opening Balance	to be used for the long term maintenance of Shire buildings	To be advised by Council	15,169	15,187	40,643	71,893	84,159	96,878	112,086	120,890	135,096	151,914	164,467	160,629	
	Interest			18	456	1,250	2,266	2,719	3,208	3,804	4,206	4,818	5,553	6,162	6,169	
	Transfers to			0	25,000	30,000	10,000	10,000	12,000	5,000	10,000	12,000	7,000	0	12,000	
	Transfers (from)			0	0	0	0	0	0	0	0	0	0	(10,000)	0	
	Closing Balance			15,187	40,643	71,893	84,159	96,878	112,086	120,890	135,096	151,914	164,467	160,629	178,798	
Infrastructure Reserve	Opening Balance	to be used for future infrastructure development to ensure long term Shire sustainability	To be advised by Council	14,666	14,684	55,125	101,820	130,029	164,230	204,668	236,615	274,847	309,648	360,966	354,490	
	Interest			18	441	1,695	3,209	4,201	5,438	6,947	8,232	9,801	11,318	13,524	13,613	
	Transfers to			0	40,000	45,000	25,000	30,000	35,000	25,000	30,000	25,000	40,000	0	15,000	
	Transfers (from)			0	0	0	0	0	0	0	0	0	0	(20,000)	0	
	Closing Balance			14,684	55,125	101,820	130,029	164,230	204,668	236,615	274,847	309,648	360,966	354,490	383,103	
Gymnasium Reserve	Opening Balance	to be used for future purchases and replacement of gymnasium equipment	To be advised by Council	7,411	7,420	7,643	7,878	8,126	8,389	8,667	8,961	9,273	9,604	9,955	10,328	
	Interest			9	223	235	248	263	278	294	312	331	351	373	397	
	Transfers to			0	0	0	0	0	0	0	0	0	0	0	0	
	Transfers (from)			0	0	0	0	0	0	0	0	0	0	0	0	
	Closing Balance			7,420	7,643	7,878	8,126	8,389	8,667	8,961	9,273	9,604	9,955	10,328	10,725	
Sewerage Scheme - Yerecoin Reserve	Opening Balance	to be used to maintain and improve the Yerecoin sewerage scheme	To be advised by Council	21,137	21,162	21,797	22,467	23,175	23,924	24,716	25,555	26,444	27,387	28,388	29,452	
	Interest			25	635	670	708	749	792	839	889	943	1,001	1,064	1,131	
	Transfers to			0	0	0	0	0	0	0	0	0	0	0	0	
	Transfers (from)			0	0	0	0	0	0	0	0	0	0	0	0	
	Closing Balance			21,162	21,797	22,467	23,175	23,924	24,716	25,555	26,444	27,387	28,388	29,452	30,583	
Total	Opening Balance			538,866	539,514	1,236,700	1,109,729	1,346,706	1,530,215	1,802,887	2,049,081	2,232,371	2,418,979	2,509,398	2,533,415	
	Interest			651	16,186	38,029	34,977	43,509	50,672	61,194	71,290	79,608	88,419	94,017	97,291	
	Transfers to			0	721,000	135,000	202,000	140,000	222,000	185,000	112,000	107,000	102,000	0	87,000	
	Transfers (from)			0	(40,000)	(300,000)	0	0	0	0	0	0	(100,000)	(70,000)	(50,000)	
	Closing Balance			539,517	1,236,700	1,109,729	1,346,706	1,530,215	1,802,887	2,049,081	2,232,371	2,418,979	2,509,398	2,533,415	2,667,706	

Shire of Victoria Plains - Long Term Financial Plan

Asset Management Plan Summary

		Forecast 2023-24	Forecast 2024-25	Forecast 2025-26	Forecast 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Forecast 2031-32	Forecast 2032-33
Shire of Victoria Plains defined index		108.30%	117.29%	127.02%	137.57%	148.57%	160.01%	171.85%	184.05%	196.57%	209.35%
Transport Works Programme Summary	Maintenance	996,360	1,079,058	1,168,620	1,265,615	1,366,864	1,472,113	1,581,049	1,693,304	1,808,448	1,925,998
	New	0	0	0	0	0	0	0	0	0	0
	Operation	142,415	154,235	167,036	180,900	195,372	210,416	225,987	242,032	258,490	275,292
	Renewal	8,945,824	8,866,895	5,318,930	3,490,317	3,672,971	4,056,597	4,454,742	4,722,254	5,523,982	5,217,316
		10,084,599	10,100,188	6,654,586	4,936,833	5,235,208	5,739,126	6,261,778	6,657,590	7,590,921	7,418,605
Recreation Works Programme Summary	Maintenance	238,260	258,036	279,453	302,647	326,859	352,027	378,077	404,920	432,455	460,565
	New	0	0	0	0	0	0	0	0	0	0
	Operation	16,657	18,039	19,536	21,158	22,850	24,610	26,431	28,308	30,233	32,198
	Renewal	58,753	2,375,980	107,018	28,545	67,972	38,803	130,179	35,431	206,890	112,524
		313,669	2,652,055	406,006	352,350	417,681	415,440	534,687	468,659	669,578	605,287
Property Works Programme Summary	Maintenance	359,718	389,575	421,910	456,928	493,483	531,481	570,810	611,338	652,909	695,348
	New	0	0	0	0	0	0	0	0	0	0
	Operation	201,357	218,069	236,169	255,771	276,233	297,503	319,518	342,204	365,474	389,229
	Renewal	1,513,233	327,471	267,004	313,928	217,658	231,538	99,159	234,578	292,300	119,747
		2,074,308	935,115	925,083	1,026,627	987,374	1,060,521	989,488	1,188,119	1,310,683	1,204,324
Fleet & Equipment Works Programme Summary	Maintenance	200,355	216,984	234,994	254,499	274,859	296,023	317,928	340,501	363,655	387,293
	New	0	0	0	0	0	0	0	0	0	0
	Operation	415,060	449,510	486,819	527,225	569,403	613,247	658,627	705,390	753,356	802,325
	Renewal	1,212,960	899,606	1,404,884	1,306,885	1,766,524	1,732,933	2,139,572	2,059,573	1,459,536	2,480,769
		1,828,375	1,566,100	2,126,697	2,088,609	2,610,785	2,642,203	3,116,128	3,105,464	2,576,548	3,670,386
Total	Maintenance	1,794,693	1,943,653	2,104,976	2,279,689	2,462,064	2,651,643	2,847,865	3,050,063	3,257,468	3,469,203
	New	0	0	0	0	0	0	0	0	0	0
	Operation	775,488	839,853	909,561	985,054	1,063,859	1,145,776	1,230,563	1,317,933	1,407,553	1,499,044
	Renewal	11,730,769	12,469,951	7,097,836	5,139,675	5,725,125	6,059,871	6,823,652	7,051,835	7,482,709	7,930,356
		14,300,950	15,253,457	10,112,373	8,404,419	9,251,048	9,857,290	10,902,080	11,419,832	12,147,729	12,898,602
Renewal Summary	Transport Works Programme	8,945,824	8,866,895	5,318,930	3,490,317	3,672,971	4,056,597	4,454,742	4,722,254	5,523,982	5,217,316
	Recreation Works Programme	58,753	2,375,980	107,018	28,545	67,972	38,803	130,179	35,431	206,890	112,524
	Property Works Programme	1,513,233	327,471	267,004	313,928	217,658	231,538	99,159	234,578	292,300	119,747
	Plant, Vehicles & Equipment Works Programme	1,212,960	899,606	1,404,884	1,306,885	1,766,524	1,732,933	2,139,572	2,059,573	1,459,536	2,480,769
		11,730,769	12,469,951	7,097,836	5,139,675	5,725,125	6,059,871	6,823,652	7,051,835	7,482,709	7,930,356
Renewal Funding Summary	External (WSFN)	0	0	0	0	0	0	0	0	0	0
	Municipal	3,315,486	4,778,998	3,722,345	4,252,094	4,900,252	5,283,492	5,989,820	6,158,801	6,528,949	6,914,601
	RRG	152,920	165,612	179,358	194,244	209,784	225,937	242,657	259,885	277,558	295,599
	LRCIP	1,170,308	0	0	0	0	0	0	0	0	0
	R2R	372,552	403,474	436,962	473,230	511,088	550,442	591,175	633,148	676,202	720,156
		5,011,266	5,348,084	4,338,664	4,919,568	5,621,124	6,059,871	6,823,652	7,051,835	7,482,709	7,930,356

Shire of Victoria Plains - Long Term Financial Plan												
Forecast Rate Increases												
	Actual	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33
Rates Index												
Shire of Victoria Plains defined index		100.00%	110.30%	119.29%	129.02%	137.57%	148.57%	160.01%	171.85%	184.05%	196.57%	209.35%
Percentage Movement			10.30%	8.15%	8.16%	6.62%	8.00%	7.70%	7.40%	7.10%	6.80%	6.50%
Rates Income	2,885,436	3,166,410	3,492,550	3,777,176	4,085,425	4,355,931	4,704,405	5,066,645	5,441,576	5,827,928	6,224,227	6,628,802
Ex Gratia Rates	83,868	89,739	98,982	107,049	115,785	123,451	133,327	143,593	154,219	165,169	176,400	187,866
Interim and back rates (refer below)	86,471	0	0	0	0	0	0	0	0	0	0	0
Total	3,055,775	3,256,149	3,591,532	3,884,225	4,201,210	4,479,382	4,837,732	5,210,238	5,595,795	5,993,097	6,400,627	6,816,668

PUBLIC ATTACHMENTS

Shire of Victoria Plains - Long Term Financial Plan

Asset Management Plan Detailed Listing

PROGRAM	Asset Type	Asset Sub-Type	Activity Type	Activity Description	Funding Type	Forecast 2023-24	Forecast 2024-25	Forecast 2025-26	Forecast 2026-27	Forecast 2027-28	Forecast 2028-29	Forecast 2029-30	Forecast 2030-31	Forecast 2031-32	Forecast 2032-33
Transport Works Programme Summary	Car Parks	Car Parks	Renewal	General Allocation	Municipal	0	0	0	0	0	0	0	0	0	0
Transport Works Programme Summary	Drainage	Pits & Pipes	Renewal	General renewal allowance in line with depreciation	Municipal	500	500	500	500	500	500	500	500	500	500
Transport Works Programme Summary	Drainage	Culverts	Renewal	General renewal allowance in line with depreciation	Municipal	50,000	50,000	60,000	70,000	40,000	70,000	50,000	100,000	108,000	50,000
Transport Works Programme Summary	Drainage	Table Drains	Renewal	General renewal allowance in line with depreciation	Municipal	0	0	0	0	0	0	0	0	0	0
Transport Works Programme Summary	Paths	Paths	Renewal	General renewal allowance in line with depreciation	Municipal	13,500	13,500	13,500	13,500	13,500	13,500	13,500	13,500	13,500	13,500
Transport Works Programme Summary	Roads	Pavement & Seal	Renewal	General Allocation - RRG contribution	Municipal	70,600	70,600	70,600	70,600	70,600	70,600	70,600	70,600	70,600	70,600
Transport Works Programme Summary	Roads	Pavement & Seal	Renewal	General Allocation	RRG	141,200	141,200	141,200	141,200	141,200	141,200	141,200	141,200	141,200	141,200
Transport Works Programme Summary	Roads	Pavement & Seal	Renewal	General Allocation	R2R	344,000	344,000	344,000	344,000	344,000	344,000	344,000	344,000	344,000	344,000
Transport Works Programme Summary	Roads	Pavement & Seal	Renewal	General Allocation	Municipal	616,541	616,772	1,336,667	1,882,379	1,842,379	1,870,379	1,952,379	1,857,379	2,102,379	1,852,379
Transport Works Programme Summary	Roads	Pavement & Seal	Renewal	Phase 4 LRCIP Projects	LRCIP	381,412	0	0	0	0	0	0	0	0	0
Transport Works Programme Summary	Roads	Pavement & Seal	Renewal	Phase 4 LRCIP Project - Road Component	LRCIP	699,205	0	0	0	0	0	0	0	0	0
Transport Works Programme Summary	Roads	Pavement & Seal	Renewal	Calingiri New Norcia Rd Toodyay Bindi Bindi Rd intersection	CBH	1,020,991	0	0	0	0	0	0	0	0	0
Transport Works Programme Summary	Roads	Pavement & Seal	Renewal	Calingiri New Norcia Rd Toodyay Bindi Bindi Rd intersection project		0	0								
Transport Works Programme Summary	Roads	Pavement & Seal	Renewal	Calingiri New Norcia Rd Toodyay Bindi Bindi Rd intersection	MRD	556,974	0								
Transport Works Programme Summary	Roads	Pavement & Seal	Renewal	Calingiri New Norcia Rd Toodyay Bindi Bindi Rd intersection	Municipal	117,724	0	0	0	0	0	0	0	0	0
Transport Works Programme Summary	Roads	Pavement & Seal	Renewal	Wheatbelt Secondary Freight Network (WSFN) program	WSFN	0	5,862,073	2,042,167	0	0	0	0	0	0	0
Transport Works Programme Summary	Roads	Pavement & Seal	Renewal	Mogumber- Yarawindah C/F	Municipal	885,214	0	0	0	0	0	0	0	0	0
Transport Works Programme Summary	Roads	Pavement & Seal	Renewal	Mogumber- Yarawindah C/F	WSFN	3,342,364	0	0	0	0	0	0	0	0	0
Transport Works Programme Summary	Roads	Pavement & Seal	Renewal	Wheatbelt Secondary Freight Network (WSFN) program	Municipal	0	441,231	153,712	0	0	0	0	0	0	0
Transport Works Programme Summary	Street Furniture	Street Bins	Operation	COA21021 - Litter Control Roadside Bins	Municipal	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Transport Works Programme Summary	Street Furniture	Signs	Renewal	COA21203 - Signage & Guideposts	Municipal	20,000	20,000	25,000	15,000	20,000	25,000	20,000	38,500	30,000	20,000
Transport Works Programme Summary	Street Furniture	Signs	Renewal	COA21212 - Traffic Sign & Control Equipment	Municipal	0	0	0	0	0	0	0	0	0	0
Transport Works Programme Summary	Structures	Bridges	Renewal	Bridge renewal works	Grant	0	0	0	0	0	0	0	0	0	0
Recreation Works Programme Summary	Active Recreation Places	All assets	Renewal	General renewal allowance in line with depreciation	Municipal	0	0	50,000	0	20,000	0	50,000	0	71,000	30,000
Recreation Works Programme Summary	Building Surrounds	All assets	Renewal	General renewal allowance in line with depreciation	Municipal	10,000	5,000	10,000	5,000	5,000	0	7,000	0	10,000	10,000
Recreation Works Programme Summary	Cemetery Places	All assets	Renewal	General renewal allowance in line with depreciation	Municipal	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750
Recreation Works Programme Summary	Passive Recreation Places	All assets	Renewal	General renewal allowance in line with depreciation	Municipal	10,500	7,000	10,500	5,000	7,000	10,500	5,000	10,500	10,500	5,000
Recreation Works Programme Summary	Tourism Places	All assets	Renewal	General renewal allowance in line with depreciation	Municipal	30,000	2,010,000	10,000	7,000	10,000	10,000	10,000	5,000	10,000	5,000
Property Works Programme Summary	Amenities/Public Toilets	All assets	Renewal	Renewal allowance in line with municipal funded renewal m	Municipal	9,000	5,000	9,000	5,000	9,000	5,000	9,000	5,000	9,000	9,000
Property Works Programme Summary	Commercial Buildings	All assets	Renewal	Renewal allowance in line with municipal funded renewal m	Municipal	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Property Works Programme Summary	Community Buildings	All assets	Renewal	Renewal allowance in line with municipal funded renewal m	Municipal	15,000	15,000	10,000	10,000	5,000	39,500	5,000	39,500	39,500	10,000
Property Works Programme Summary	Emergency Service Buildings	All assets	Renewal	Renewal allowance in line with municipal funded renewal m	Municipal	0	8,200	8,200	8,200	5,000	8,200	8,200	8,200	8,200	8,200
Property Works Programme Summary	Operational Buildings	All assets	Renewal	Renewal allowance in line with municipal funded renewal m	Municipal	12,500	7,000	8,000	5,000	7,000	12,500	12,500	5,000	12,500	5,000
Property Works Programme Summary	Recreation Buildings	All assets	Renewal	Renewal allowance in line with municipal funded renewal m	Municipal	24,750	10,000	15,000	10,000	24,750	24,750	5,000	15,000	24,750	10,000
Property Works Programme Summary	Residential Buildings	All assets	Renewal	Renewal allowance in line with municipal funded renewal m	Municipal	1,039,000	15,000	20,000	20,000	10,000	39,000	10,000	39,000	39,000	7,000
Property Works Programme Summary	Roadside / Truck parking	All assets	Renewal	Safe and Clean Truck Bays				100,000							
Property Works Programme Summary	Water Security Program	All assets	Renewal	Shire Water Security Strategy			30,000	30,000	160,000	70,000					
Property Works Programme Summary	Animal Control	All assets	Renewal	Animal Pound / Compound		35,000									
Property Works Programme Summary	Refuse Site	All assets	Renewal	E-Waste Transfer Station		246,260									
Property Works Programme Summary	Refuse Site	All assets	Renewal	Landfill Transfer Station			180,000								
Property Works Programme Summary	Ancillary Assets	All assets	Renewal	Renewal allowance in line with depreciation	Municipal	12,750	6,000	7,000	7,000	12,750	12,750	5,000	12,750	12,750	5,000
Fleet & Equipment Works Programme Sumr	Furniture, Equipment & IT	Furniture & Equipm	Renewal	General renewal allowance in line with depreciation	Municipal	10,000	10,000	15,000	50,000	30,000	10,000	20,000	90,000	113,500	10,000
Fleet & Equipment Works Programme Sumr	Furniture, Equipment & IT	IT	Renewal	General renewal allowance in line with depreciation	Municipal	250,000	10,000	11,000	15,000	19,000	19,000	5,000	19,000	19,000	5,000
Fleet & Equipment Works Programme Sumr	Plant	Plant	Renewal	General renewal allowance in line with depreciation	Municipal	600,000	687,000	805,000	450,000	850,000	994,000	800,000	750,000	550,000	750,000
Fleet & Equipment Works Programme Sumr	Vehicles	Vehicles	Renewal	General renewal allowance in line with depreciation	Municipal	260,000	60,000	275,000	435,000	290,000	60,000	420,000	260,000	60,000	420,000



0.0 Rating of Properties Policy

Area Responsible	Governance / Finance
Responsible Officer	Chief Executive Officer
Affected Staff	CEO, Manager Finance & Administration, Rates Officers

OBJECTIVE

To establish a policy –

- (a) outlining the categories of rateable properties,
- (b) detailing the various codes needed for computer systems.
- (c) noting additional rating options other than general rating.

SCOPE

This policy applies to all rateable properties within the Shire.

STATUTORY CONTEXT

Local Government Act 1995 includes –

- s.6.32 authority to impose rates and service charges
- s.6.33 differential rates
- s.6.35 minimum payment
- s.6.36 notice of certain rates
- s.6.37 specified area rates
- s.6.47 concessions

POLICY

1. Categories of properties

The categories of properties for the purposes of rating and rating codes are –

GRV 1 – all properties, regardless of zoning or land use within a townsite, and not otherwise categorised

GRV 2 – properties outside of a townsite, where the land either in whole or part –

- i) is used for commercial or industrial purposes in excess of those directly related to the agricultural use of the land; or
- ii) the commercial or industrial activity offers services or products to other parties; and
- iii) the activity is on a portion of the land not exceeding 5 hectares unless otherwise determined by Council;

GRV 3 – concentrated mining activity that if located in a townsite, would be rated as a GRV property, including but not limited to –

- i) accommodation villages;
- ii) support services such as industrial area, etc

UV 1 – all properties, regardless of zoning or land use outside a townsite –

- i) not otherwise UV categorised, generally being agricultural in nature;
- ii) excluding commercial or industrial properties valued as UV 2;

UV 2 – properties outside of a townsite, where the land either in whole or part –

- i) is used for commercial or industrial purposes in excess of those directly related to the agricultural use of the land; or
- ii) the commercial or industrial activity offers services or products to other parties;
- iii) the activity is on a portion of the land exceeding 5 hectares unless otherwise determined by Council; and
- iv) the property or portion of property is not valued as GRV 2;

UV 3 – all mining activity other than GRV 3.

Notes: These categories are the minimum required as per the Rating Strategy adopted 22 February 2023. It is expected that further categories or sub-categories, or re-naming of the categories, may be required to give full effect to the Strategy, and to enable computer software to be correctly programmed.

2. Differential rating

- (1) Differential rating is not proposed for GRV properties.
- (2) Differential rating is proposed for –
 - a) UV 2 – Council may resolve to apply subcategories at some future date, that would be determined by factors including but not limited to –
 - i) the type of activity;
 - ii) the area / extent of the activity on the property
 - iii) the impact of the activity to the amenity of the area
 - b) UV 3 – mining leases, exploration licences, prospecting licences etc
- (3) Differential rating is not to exceed 2 times the general rate for that category (GRV 1 or UV 1) without Ministerial approval.

3. Specified area rating

No specified area rating is proposed by Council at this time.

4. Concessional rating

Concessional rating may be considered by Council only for the phasing in of increased rates on commercial / industrial properties changing rating from UV 1 to GRV 2.

5. Future policy changes

Council reserves the right to amend or delete all or any provisions of this policy at any time.

DEFINITIONS

GRV means those properties having a gross rental value as supplied by Landgate.

townsite means –

- a) the towns of – Calingiri, Bolgart, Yerecoin and Piawaning

- b) the areas valued as GRV by Landgate in the localities of – New Norcia, Mogumber and Gillingarra

UV means those properties having an unimproved value as supplied by Landgate.

Office Use Only			
Relevant delegations	Nil		
Initial Council adoption	Date		Resolution #
Last Reviewed	Date		Resolution #
Next review due	Date		

PUBLIC ATTACHMENTS



0.0 Rating Increases (GRV and UV) Policy

Area Responsible	Governance / Finance
Responsible Officer	Chief Executive Officer
Affected Staff	CEO, Manager Finance & Administration, Rates Officers

OBJECTIVE

To establish a policy to guidance for increases to general GRV and UV rate increases.

SCOPE

This policy applies to all rateable land in the Shire of Victoria Plains.

STATUTORY CONTEXT

Local Government Act 1995

s.6.32 authority to impose rates and service charges

Sch.6.1 provisions for phasing in of valuations

POLICY

1. Fundamental principles

- (1) Rates are levied in accordance with the requirements of the Local Government Act and Regulations to meet the gap between income from other sources and the necessary or planned expenditure for the year
- (2) A rate increase **IS NOT** calculated on the rate in the dollar, but as a % increase from the total rates levied the previous year, and the total rates to be levied in the proposed budget.
- (3) Using the rate in the dollar to calculate a % increase **IS NOT** a reliable gauge for % increases due to –
 - (a) annual UV revaluation by Landgate,
 - (b) regular GRV revaluation by Landgate, and
 - (c) change of status of property due to construction, demolition, rating category etc.

2. Base data

- (1) The principal data used to develop the annual budget includes –
 - a) community directions – as outlined in Community Strategic Plan, Corporate Business Plan etc increases in contractual costs (eg: waste collection)
 - b) community expectations – both for increasing variety, level and quality of services and minimal rate increases, and
 - c) increases in fixed costs such as utilities costs (power, water, insurances etc)
 - d) increases in employment costs (wages, worker's compensation etc)
 - e) Strategic Community Plan and Corporate Business Plan.
- (2) The % increase will be informed by –
 - a) the Consumer Price Index as published by the Australian Bureau of Statistic; and

- b) the WA Local Government Construction Cost Index as published by the WA Local Government Association.

3. Gross rental value properties

- (1) The current level of gross rental rating is considered to be appropriate, and no increases other than those required to meet annual budget requirements are planned at this time.
- (2) Where a commercial / industrial property outside a townsite is changed from UV 1 to GRV 2 –
 - a) Council may consider phasing in the increase in rates on that property;
 - b) any phasing in is not to exceed 3 years, consistent with the provisions of the *Local Government Act 1995* Schedule 6.1 cl.1(1).

4. Unimproved value properties

- (1) The current level of unimproved rating is considered to be appropriate, and no increases other than those required to meet annual budget requirements are planned at this time.

5. Minimum rates – GRV

- (1) Minimum rates for GRV properties are considered well below the average of those of adjoining local governments.
- (2) Minimum rating for GRV 1 properties will increase by a cumulative amount comprising –
 - a) the previous year's minimum rate as a base;
 - b) adding the % rate revenue increase for the GRV 1 category; and
 - c) an additional **10%** per year for 5 years.
- (3) Differential minimum rating is not currently proposed for GRV properties

6. Minimum rates – UV

- (1) Minimum rates for UV properties are considered well below the average of those of adjoining local governments.
- (2) Minimum rating for UV 1 properties will increase by a cumulative amount comprising –
 - a) the previous year's minimum rate as a base;
 - b) the % rate revenue increase for the UV 1 category; and
 - c) an additional **6%** per year for 5 years
- (5) Differential minimum rating for the following categories as set in Policy 0.0 Rating of Properties, will be considered and adopted annually by Council, as necessary –
 - a) UV 2
 - b) UV 3

7. Future policy changes

Council reserves the right to amend or delete all or any provisions of this policy at any time.

DEFINITIONS

GRV means those properties having a gross rental value as supplied by Landgate

rating code references are as outlined in Policy 0.0 Rating of Properties

townsite means –

- a) the towns of – Calingiri, Bolgart, Yerecoin and Piawaning; and
- b) the properties having a gross rental value as supplied by Landgate in the localities of – New Norcia, Mogumber and Gillingarra

UV means those properties having an unimproved value as supplied by Landgate

Office Use Only			
Relevant delegations	Nil		
Initial Council adoption	Date		Resolution #
Last Reviewed	Date		Resolution #
Next review due	Date		

PUBLIC ATTACHMENTS



0.0 Rating of Sewerage Scheme (Calingiri and Yerecoin) Policy

Area Responsible	Governance / Finance
Responsible Officer	Chief Executive Officer
Affected Staff	CEO, Manager Finance & Administration, Rates Officers

OBJECTIVE

To establish a policy for the rating and charging for the sewerage schemes.

SCOPE

This policy applies to all properties in the townsites of Calingiri and Yerecoin.

STATUTORY CONTEXT

Health (Miscellaneous Provisions) Act 1911

s.41 power to make and levy a sanitary rate

s.106 power to make pan (connection) charges

POLICY

1. Fundamental principles

- (1) Rating of Calingiri and Yerecoin sewerage schemes will be on the basis of GRV as from 2023-2024 Budget
- (2) Sewerage rates and charges will be levied under the authority and provisions of the *Health (Miscellaneous Provisions) Act 1911*.
- (3) Sewerage rates will be levied on all rateable properties connected or able to be connected (whether connected or not) to a sewerage scheme.
- (4) Sewerage charges will be applied to all non-rateable properties connected to the scheme on the basis of –
 - (a) small – 1 to 4 connections;
 - (b) medium – 5 to 10 connections,
 - (c) large – 11 or more connections
- (5) Subject to the requirements of each scheme separately for Calingiri and Yerecoin, Council will determine in the annual budget the –
 - (a) rate / \$ for rateable properties;
 - (b) charges per level for non-rateable properties;
 - (c) minimum rates.
- (6) Any surplus finds to the expenditure required for the current year, is to be transferred to the corresponding Reserve Account for the relevant scheme, to be used for the purposes of the scheme in accordance with legislative requirements.
- (7) Back rating or charging of properties will not be made.

2. Base data

Until such time as a detailed and costed sewerage asset management plan is accepted by Council resolution, the amount to be raised for each scheme is to be informed by –

- (a) infrastructure valuation as provided by Local Government Insurances Services WA;
- (b) annual depreciation rates as advised by Moore Australia (2018) and auditors, and adopted in the annual statements;
- (c) anticipated maintenance costs;
- (d) anticipated capital expenditures over the next 10 years minimum, annualised; and
- (e) provisions to be made in reserve accounts.

3. Sewerage schemes rating codes

The categories of properties for the purposes of rating and rating codes are –

- (a) Rateable properties –

SCR –within Calingiri townsite, regardless of zoning or land use, and either connected or capable of being connected to the sewerage scheme

SYR –within Yerecoin townsite, regardless of zoning or land use, and either connected or capable of being connected to the sewerage scheme

- (b) Non-rateable properties –

SCNS –within the Calingiri townsite, having 1 to 4 connections (small)

SCNM –within the Calingiri townsite, having 5 to 10 connections (medium)

SCNL –within the Calingiri townsite, having 11 or more connections (large)

SYNS –within the Yerecoin townsite, having 1 to 4 connections (small)

SYNM –within the Yerecoin townsite, having 5 to 10 connections (medium)

SYNL –within the Yerecoin townsite, having 11 or more connections (large)

Notes: These categories are the minimum required as per the Rating Strategy adopted 22 February 2023. It is expected that further categories or sub-categories, or re-naming of the categories, may be required to give full effect to the Strategy, and to enable computer software to be correctly programmed.

4. Minimum sewerage rates

- (1) A minimum rate will be set for each scheme as determined by Council in the annual budget.
- (2) The minimum rate will be applied to all rateable properties, whether vacant or not, in accordance with clause 1(3) above.

5. Future policy changes

Council reserves the right to amend or delete all or any provisions of this policy at any time.

DEFINITIONS

GRV means those properties having a gross rental value as supplied by Landgate

townsite means –

- a) the towns of – Calingiri, Bolgart, Yerecoin and Piawaning; and
- b) the properties having a gross rental value as supplied by Landgate in the localities of – New Norcia, Mogumber and Gillingarra

Office Use Only			
Relevant delegations	Nil		
Initial Council adoption	Date		Resolution #
Last Reviewed	Date		Resolution #
Next review due	Date		

PUBLIC ATTACHMENT 6



0.0 Charging for Waste (General and Recycling) Policy

Area Responsible	Governance / Finance
Responsible Officer	Chief Executive Officer
Affected Staff	CEO, Manager Finance & Administration, Rates Officers

OBJECTIVE

To establish a policy to provide the foundations and guidance for charging of general and recycling waste.

SCOPE

This policy applies to all townsite properties and those outside townsites within the Shire accessing waste and recycling collection services.

STATUTORY CONTEXT

Local Government Act 1995

s.6.32 authority to impose rates and service charges

s.6.38 uses and limitations on use of service charges

Waste Avoidance and Resources Recovery Act

s.3(1) definition of local government waste

s.50 local government may provide / contract waste services

s.67 local government may impose receptacle charge

s.69 mandating collection of local government waste to the local government

POLICY

1. Application of charges - general waste and recycling

- (1) Other than vacant land, all residential land within a townsite, will receive one general waste bin and one recycling bin, regardless of whether the property –
 - a) is vacant; or
 - b) is likely to use the service or not.
- (2) Premises in a townsite other than residential may utilise the contracted services by agreement, which is evidenced by the charge appearing on the rate notice.
- (3) Premises outside a townsite may utilise the contracted services by written request, under such conditions as may be imposed by the Shire and for which agreement is evidenced by the charge appearing on the rate notice.
- (4) On written application of the owner or occupier, additional general waste bins or recycling bins may be supplied at an additional cost as per subclause (5).
- (5) A property will be charged pro-rata for a service for the remaining full months of the financial year where –
 - i) the premises under construction reach practical completion as determined by the Building Surveyor; or
 - ii) the premises are outside a townsite and commenced by agreement.

- (6) Premises will receive a pro-rata refund for a service for the remaining full months of the financial year where –
 - i) the premises are demolished or destroyed; or
 - ii) the premises are outside a townsite and the service is terminated by agreement.
- (7) On application by the owner of the premises, Council may by resolution exempt the property from either or both the general waste or recycling service.

2. Charges – general waste service

- (1) The charge per bin for the general waste service will be set by Council so as to recover –
 - a) the full cost of collection of general waste by the contractor, excluding –
 - i) public litter bins; and
 - ii) public buildings, such as the Shire offices, depot and the like;
 - b) a portion of the landfill maintenance costs as determined by Council, having consideration to the level of use of landfill sites by those not having access to the waste collection service.
- (2) As from the 2023-2024 Budget, no discount for any additional general waste bins to premises will be given.

3. Charges – recycling service

- (1) The charge per bin for the recycling service will be set by Council so as to recover a portion of the recycling collection costs, noting that the full cost of collection of the collection of recycling by the contractor is not practicable or reasonable.
- (2) As from the 2023-2024 Budget, no discount for any additional recycling bins to premises will be given.
- (3) Parity with the general waste per bin charge will be implemented over 2 years, by a cumulative amount comprising –
 - a) the previous year's recycling charge per first bin as a base;
 - b) in 2023-2024 – 50% of the gap between the previous year's recycling charge and that being charged for general waste; and
 - c) in 2024-2025 – full parity.

4. Repair or replacement of damaged or missing bins

- (1) When a bin is damaged or missing the owner or occupier of the relevant property is required to pay the cost (including any administration costs), of –
 - a) repair – where the bin is repairable; or
 - b) replacement - if it is considered the bin is beyond repair or the bin is missing;
- (2) Where it can be shown to the CEO's satisfaction that the bin is likely to have been stolen or damaged out of the owner or occupier's control, the cost of repair or replacement may be waived.

“satisfaction” may include, but is not limited to –

- a) provision of a statutory declaration;

- b) copy of a Police report;
- c) known vandalism occurring at the same time to other close by properties.

5. Future policy changes

Council reserves the right to amend or delete all or any provisions of this policy at any time.

DEFINITIONS

townsite means –

- a) the towns of – Calingiri, Bolgart, Yerecoin and Piawaning; and
- b) the properties having a gross rental value as supplied by Landgate in the localities of New Norcia, Mogumber and Gillingarra.

Office Use Only				
Relevant delegations	Nil			
Initial Council adoption	Date		Resolution #	
Last Reviewed	Date		Resolution #	
Next review due	Date			

PUBLIC ATTACHMENTS

WORKFORCE PLAN 2022/23 – 2025/26

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1 INTRODUCTION

As with all Local Governments, the Shire of Victoria Plains requires a diverse workforce that encompasses a wide range of occupations, requiring a broad range of skills to ensure that the Shire can deliver on its primary functions including:

- Infrastructure services (e.g., local roads, bridges, footpaths, drainage, waste collection and management)
- Provision and administration of community, cultural and recreation facilities
- Community services
- Building services
- Planning and development approvals

The Shire of Victoria Plains Workforce Plan is intended to enhance the capacity of its workforce to meet community needs by ensuring the organisation has the required staff, capabilities and resources to ensure sustainable service delivery now and into the future. The Workforce Plan considers corporate and business objectives such as financial targets, service delivery objectives and community expectations. It also examines external influences that impact on workforce supply and demand.

2 INTEGRATED PLANNING

Workforce planning is one of the four key components of the Integrated Planning and Reporting Framework and Guidelines now in place across the local government sector in Western Australia. The Workforce Plan is an essential component of the integrated planning process as it identifies workforce requirements and strategies for current and future operations.

2.1 Our Organisational Commitments

We will listen, consult and engage with our communities

We will encourage, welcome and value constructive feedback

We will unite our communities

We will work together as a team and be empathetic of each other's responsibilities and commitments

We will lead and govern to the best of our ability

We will demonstrate ownership of decisions we make

2.2 Strategic Community Priorities

At a strategic level, this Workforce Plan considers the community's aspirations and priorities as identified in the Shire of Victoria Plains Integrated Strategic Plan 2022-32:

COMMUNITY

- Healthy, connected and safe communities
- Inclusive community activities, events and initiatives
- Recreational, social and heritage spaces are safe and are activated
- Support emergency services planning, risk mitigation, response and recovery

ECONOMY

- We understand traditional and emerging industries across the Shire
- Safe and efficient transport network enables economic growth
- Visitors have a positive experience across our communities

ENVIRONMENT

- Maintain a high standard of environmental health and waste services
- Conservation of our natural environment and resources

CIVIC LEADERSHIP

- Forward planning and implementation of plans to achieve community priorities
- Shire communication is regular, clear and transparent
- Proactive and well governed Shire

To ensure that the Shire can deliver on these priorities for the community, it will need staff that have strong project management and communication skills and the capacity to deliver key projects.

3 SHIRE OF VICTORIA PLAINS COMMUNITY

- Population: 802
- Median Age: 48yrs
- Our Community: 209 families
- Unemployment: 3.1%
- Income: family (\$2,200/wk) and household income (\$1,653/wk) is below WA averages, but personal weekly (\$963) income is above the Australian average. Average annual income is \$50,076

4 EXTERNAL ENVIRONMENT**4.1 The Western Australian Economy**

The Department of Jobs, Tourism, Science and Innovation publishes a monthly economic profile for Western Australia. The WA Economic Profile for August 2022¹ identified that employment in Western Australia rose 0.4% to 1.47 million in July 2022 and the unemployment rate fell by 0.2 percentage points to 3.2% (below the national rate of 3.4%). Furthermore, the underemployment rate fell to 5.4% - the lowest underemployment rate since September 2012 – and job vacancies remain at very high levels, highlighting the tightness of the labour market in WA.

The Western Australian Government's, Department of Treasury, Economic and Revenue Forecasting May 2022², provides the following employment and wage projections for Western Australia:

Percentage Annual Growth %				
	2022-23 Forward Estimate	2023-24 Forward Estimate	2024-25 Forward Estimate	2025-26 Forward Estimate
Unemployment	3.75	3.75	3.75	3.75
Employment	2	1.25	1.25	1.25
Wage Price Index	2.75	3	3	3

With unemployment rates expected to remain low and wages to increase in the State over the coming years, there will be increased competition for labour across all industries which will exacerbate the challenge for Local Governments to attract and retain skilled workers.

¹ [Western Australia's economy and international trade \(www.wa.gov.au\)](http://www.wa.gov.au)

² [2022-23 WA Budget – Economic Forecasts \(www.wa.gov.au\)](http://www.wa.gov.au)

4.2 Local Government Environment

According to the Local Government National Industry Insights Report³, there were 190,800 employees in Local Government in Australia at the end of June 2021. The report identified that:

- 55% of the 537 Local Governments in Australia are in regional or remote areas
- 68% of the workforce is full-time, 16% is part-time and 16% is employed on a casual basis
- Approximately 45% of employees have a diploma or high-level qualification
- Employment levels in the Local Government sector increased between 2001 and 2021 and are projected to continue to increase over the coming five years
- Apprentice and trainee commencements and completions fell overall between 2011 and 2020 (there were just 47 commencements in 2020 compared to 250 in 2012)
- The most common intended occupation for apprentices and trainees was Earthmoving Plant Operators.

The Local Government Industry Reference Committee's (LGIRC) 2019 Skills Forecast⁴ that over half (45%) of the Local Government workforce was aged over 45 in 2016. The implications of this for the Local Government sector, according to the forecast, include:

- The need for career transition and succession planning management
- New methods to source/attract staff from further afield are needed
- People are staying in positions longer, which limits capacity to bring on young trainees
- Key employees retire without employees being trained to backfill the role
- Loss of key corporate knowledge/no knowledge exchange
- High turnover and loss of skill/skills gaps and shortages

Considering these implications, the LGIRC forecast suggests that efforts to retain the ageing workforce will be important to balance the lack of new entrants to the sector and establish valuable mentoring and training opportunities for new employees from older and experienced workers.

The Local Government Skills Forecast also reveals that similar to other sectors, Local Government is experiencing significant skills shortages. Some reasons for the skill shortages include:

- Inability to compete with the private sector on remuneration
- Lack of suitably qualified and experienced applicants
- High demand across the labour market for specific occupations
- Shortage of skilled locals – limited talent pool
- Remoteness – hard to recruit skilled and experienced staff
- Lack of opportunity for career progression, particularly in small councils
- Regional/remote location – lack of facilities/housing.

Local Government Professionals Australia⁵ suggested that key challenges facing Local Government, particularly in the face of prolonged skills shortages, include that the workforce is:

- Considerably older than the Australian all-industry workforce
- Struggling to attract and retain workers under 30 years of age
- Experiencing challenges in recruiting and retaining apprentices
- Facing major skills shortages in key professional and technical occupations, including Town Planners, Environmental Health Officers, Building Surveyors, Engineers, and Plant Operators
- Not well-positioned regarding new and emerging soft skills.

³ [Australian Industry and Skills Committee, January 2022](#)

⁴ [Local Government Industry Reference Committee 2019 Skills Forecast](#)

⁵ [Local Government Professionals Australia - 2021-22 Pre-Budget Submissions \(treasury.gov.au\)](#)

5 INTERNAL ENVIRONMENT - CURRENT WORKFORCE PROFILE

The Shire of Victoria Plains currently has 32 employees including 15 full time employees, 9 part time employees, 3 casuals and 5 contractors. The Shire also utilise external resources such as consultants and contractors to complement its internal capacity. This ensures that the Shire can fulfil all statutory obligations and deliver projects that require specialist or expert knowledge and skills.

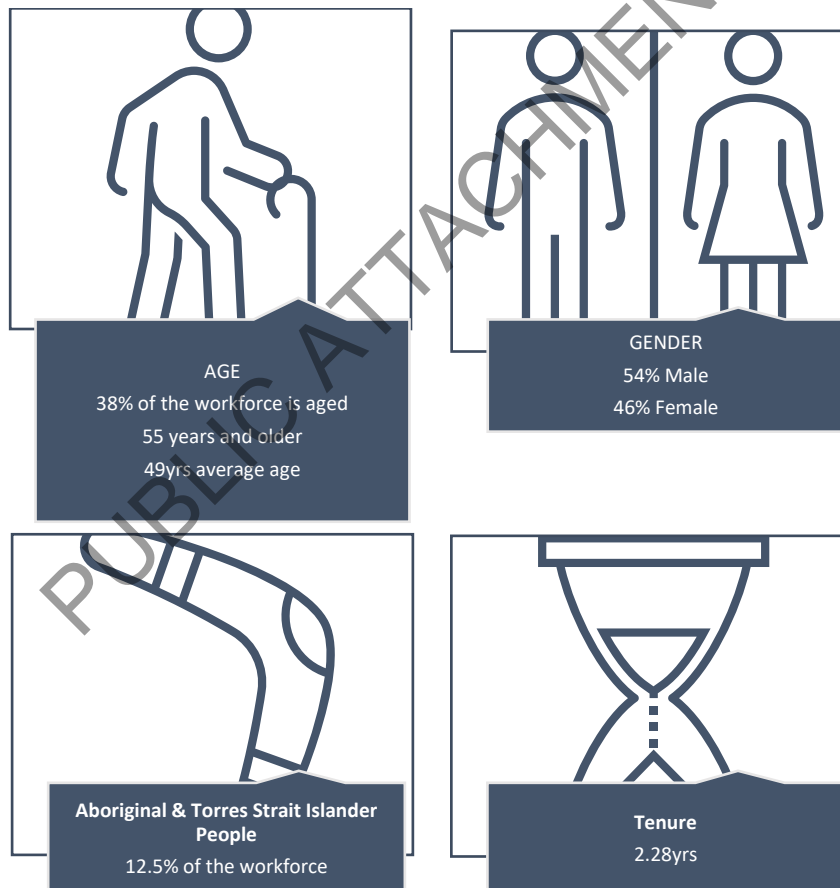
5.1 Workforce

5.1.1 Demographics

Women comprise 46% of the Shire of Victoria Plains workforce. This is slightly below the national workforce average, where women comprise 47.9% of all employed persons⁶. Women primarily occupy administrative positions within the Shire.

The Shire of Victoria Plains has a relatively new workforce with 15 employees commencing in 2022. One employee has worked for over 22yrs at the Shire, two have worked for 7yrs and 9 have worked for between 1-5yrs.

Average tenure of all employees (excluding contractors) is 2.28yrs.



⁶ [Gender equality workplace statistics at a glance 2022 | WGEA](#)

Years to Retirement

Age	Number of Employees
Under 25yrs	1
25yrs – 50yrs	11
50 – 65yrs	11
65yrs plus	2

**Excluding contractors

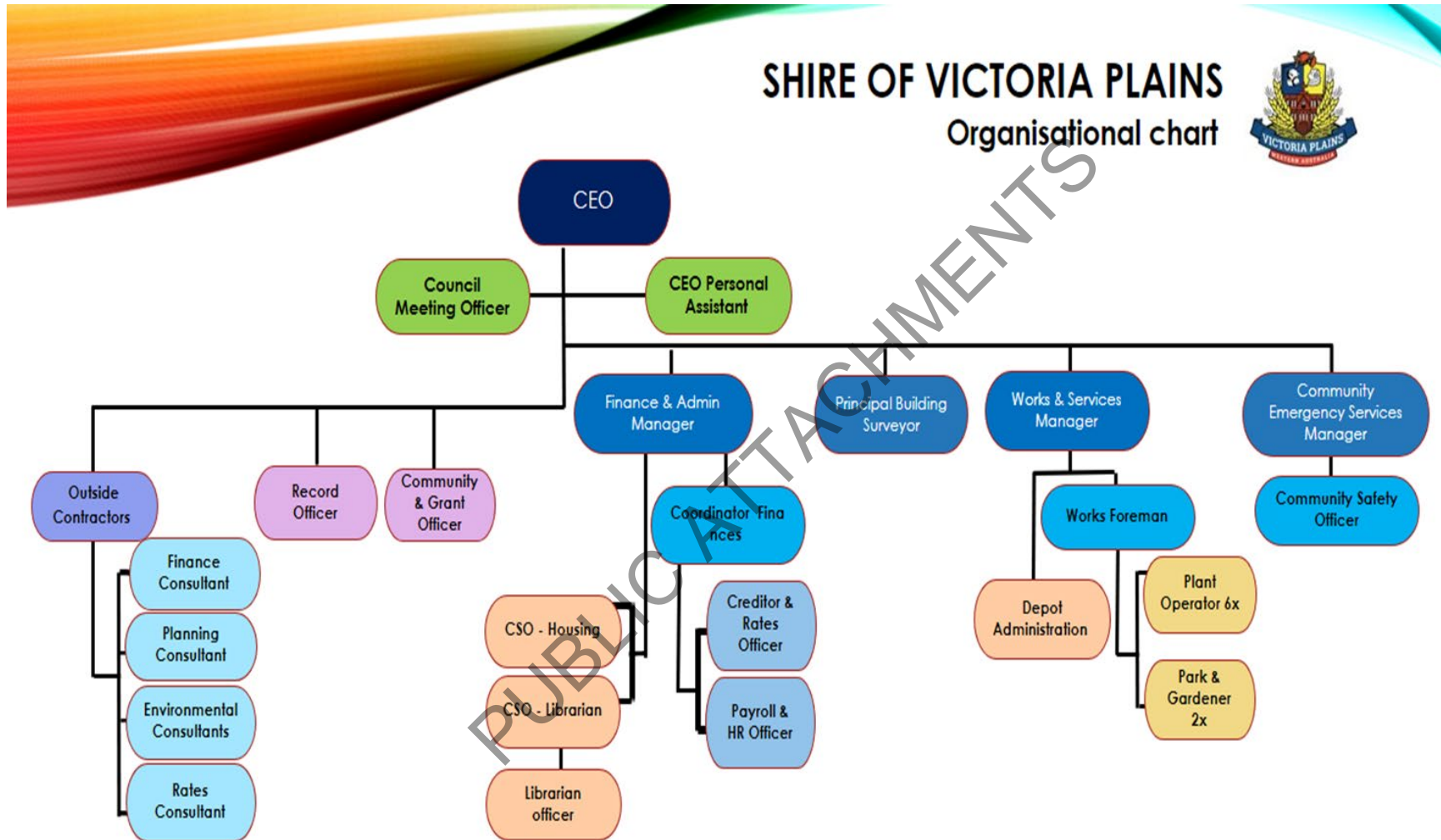
5.1.2 Employment Status

The majority of employees at the Shire of Victoria Plains are employed on a full-time basis (46%). The three casual employees are males in the Works team and there are 5 contractors.

5.1.3 Workforce Challenges

Challenge	Risk Assessment				
	Catastrophic	Major	Moderate	Minor	Insignificant
Relatively high number of contractors performing senior roles				X	
Lack of recruitment channels (no local high school etc)			X		
Low corporate knowledge and local experience (previous years turnover of staff)		X			
Technology can improve operational efficiencies however requires time for research, training and application			X		
Specialist skill sets required in the organisation (community safety, project management, finance etc)		X			
Increasing governance and compliance across majority of roles		X			
Ageing workforce and number of employees nearing retirement age (compared with overall workforce)			X		
Providing social opportunities for integration of multicultural members of staff				X	
Human resources are becoming a specialist skill set and requires time. Internal capacity is limited				X	
Continuing to maintain a high standard of workplace safety			X		

5.2 Organisational Structure



Business Unit	Responsibilities	Positions	Key Partnerships
CEO	<ul style="list-style-type: none"> • Responsible for the organisation and has powers delegated by Council • Delivery of the strategic goals of Council • Integrated planning • Records Management • Risk, governance (inc. Council support), and compliance • Tourism • Community and economic development • Emergency management 	<p>Chief Executive Officer</p> <p>Personal Assistant to the CEO</p> <p>Council Support Officer</p> <p>Community Development Officer</p> <p>Records Officer</p> <p>Community Emergency Services Manager</p> <p>Community Safety Officer</p> <p>Total current staff: 5.5 FTE</p>	<ul style="list-style-type: none"> ▪ Department of Primary Industries and Regional Development ▪ Department of Local Government, Sport and Cultural Industries ▪ WA Local Government Association (WALGA) ▪ Avon-Midland Country Zone (Zone) ▪ Avon Region of Councils (AROC) ▪ LG Professionals ▪ Regional Development Australia (RDA) Wheatbelt ▪ Wheatbelt Development Commission ▪ Department of Fire and Emergency Services (DFES) ▪ St John Ambulance ▪ WA Police ▪ Lotterywest
Finance and Administration	<ul style="list-style-type: none"> • Administration and customer service • Compliance • Human Resource management • Property management • Licensing • Libraries • Cemeteries • Recreation • Work Health and Safety • Financial management • Budgets • Monthly and annual reports • Compliance • Asset management • Long term financial planning 	<p>Manager Finance and Administration</p> <p>Coordinator Finance</p> <p>Payroll Officer/Debtors</p> <p>Customer Service Officers</p> <p>Creditors Officer</p> <p>Library Officers (external NFPs)</p> <p>Rates Officer – Contract</p> <p>Monthly Reports, FBT - RSM - Contract</p> <p>Total current staff: 5 FTE</p>	<ul style="list-style-type: none"> ▪ WA Country Health Service ▪ Department of Transport ▪ Department of Sport and Recreation ▪ State Library ▪ Department of Commerce ▪ Department of Biosecurity, Conservation and Attractions ▪ Tourism WA ▪ Local community groups ▪ Local Government Insurance Services (LGIS) ▪ LG Professionals ▪ Department of Local Government, Sport and Cultural Industries ▪ Office of the Auditor General ▪ Moore Stephens

<p>Regulatory Services</p>	<ul style="list-style-type: none"> • Building approvals • Planning approvals • Refuse site • Environmental health • Animal Management 	<p>Principal Building Surveyor</p> <p>Environmental Health Officer - Contract</p> <p>Town Planner - Contract</p> <p>See Community Safety Officer</p> <p>Total current staff: 0.9 FTE</p>	<ul style="list-style-type: none"> ▪ Building Commission ▪ Waste Authority ▪ Department of Water and Environmental Regulation ▪ Department of Health ▪ Department of Planning, Heritage and Lands ▪ Department of Primary Industries and Regional Development
<p>Works and Services</p>	<ul style="list-style-type: none"> • Road works and maintenance • Building, plant, and equipment maintenance • Parks, gardens, recreation grounds maintenance 	<p>Manager Works and Services - contract</p> <p>Works Supervisor</p> <p>Team Leader</p> <p>Plant Operators</p> <p>Garden Team</p> <p>Total current staff: 10 FTE</p>	<ul style="list-style-type: none"> ▪ Main Roads WA (inc RRG & SRRG) ▪ Water Corporation ▪ WA Return, Recycle, Renew (WARRRL)

PUBLIC ATTACHMENTS

5.3 Exit Rates

The primary reasons for leaving the Shire included voluntary resignation which may have included reasons such as career progression, lack of fit with the organisation's culture, seeking new opportunities, leaving the district etc. It should be noted that exit rates have significantly stabilised in 2022

Financial Year	Number	Unit	Reasons
2021/22	11	Works	Voluntary resignation
2021/22	6	Administration	Voluntary resignation
2021/22	2	Works	Abandonment

5.4 Employee Costs

Expense	2019/20	2020/21	21/22
Wages	1,458,315	1,385,387	1,697,752

5.5 Employee Incentives

The Shire of Victoria Plains currently offers a variety of workplace rewards and incentives including:

- ✓ Payment above award wages
- ✓ Matched superannuation contributions
- ✓ Flexible work arrangements
- ✓ Housing at reduced rental rates and utilities for position dependent positions
- ✓ Uniform allowance
- ✓ Training and professional development opportunities
- ✓ Paid parental leave
- ✓ Study leave and contribution to qualifications, licences and skill development
- ✓ Private use of Shire vehicles (position dependent)
- ✓ Payment of relocation expenses
- ✓ EBA Outside Crew

5.5.1 Employee Housing

Additional Key Worker Housing is required to accommodate Shire staff. At least four units are required over the next three years to accommodate existing staffing levels. This will allow existing housing stock to be allocated to staff with families. This will be grant funded where possible.

6 FUTURE WORKFORCE PROFILE

6.1 Future Roles and Gaps

The Shire has considered current and future staffing needs to deliver the strategies and outcomes identified in the Strategic Integrated Plan. Additional employee resources are indicated as follows:

Business Unit	2022/23	2023/24	2024/25	2025/26
CEO	0	0	0	0
Finance and Administration	0	1^	1^	1^^

Regulatory Services	1*	1***	0	0
Works and Services	2**	0	1****	1^^

* Principal Building Surveyor changed from contractor to employee.

** Resources reallocated to create Depot Administration/Work Health and Safety Officer.

Resources used for external support reallocated to the role of Works Supervisor.

*** Environment Officer – Shared with AROC

^ Trainee. Grant funded.

^^ Allows for growth of resources to match changes across the District. This may be required before the year currently indicated.

****GIS Officer – Shared with AROC. This may occur in 23/24.

Another staff resource that may be required in future is a dedicated economic development officer or an economic development support officer. Key economic impacts on the horizon include: defence contract works, the space industry, the freight task, mining and exploration, rapid changes to the agricultural sector and tourism.

6.1.1 Shared Arrangements (AROC)

In addition to the above, AROC members are currently looking at sharing:

- GIS Officer (Works and Services);
- Environment Officer (Regulatory Services);
- Environmental Health Officer (Regulatory Services).

6.2 Future Financial and Long-Term Projections.

The Shire of Victoria Plains Long-Term Financial Plan forecasts the following employee costs.

Expense	2022/23	2023/24	2024/25	2025/26	% change
Wages	1,910,137	2,068,679	2,240,379	2,426,331	21.27%
Professional development	45,000	65,000	70,395	76,238	40.97%
TOTAL	1955137	2,133,679	2,310774	2,502,569	21.87%

7 WORKFORCE PLAN

Based on an analysis of the internal and external workforce environment and an assessment of the future workforce requirements, the Shire of Victoria Plains have identified the following priorities for the four-year term of this workforce plan:

- 1) *Future proofing our workforce through well planned and executed employee attraction, retention, and succession strategies*

Given the number of new employees that occurred in 2022 it is imperative that the Shire of Victoria Plains have a well-documented attraction, retention and succession planning process that both allows for the gaining and transfer of corporate knowledge and encourages current employees to be retained, preferably in the local community, for longer than three years.

- 2) *Investing in our workforce by providing them with the right training, development and progression opportunities*

Investment in training and development is fundamental to creating a high performing organisation. In the current environment of sustained labour market shortages, up-skilling the existing workforce is an important strategy to ensure the Shire has access to core competencies and is able to comply with its legislative requirements. Developing internal talent and providing a clear pathway for career progression within the Shire will support employee retention and help fill future skills gaps.

- 3) *Enhancing our organisational culture through strong leadership, improved communication, and employee engagement*

Workplace culture influences the way people feel and the way that they perform. A supportive, encouraging workplace energizes people and makes them want to come to work each day and do the best job possible. The Shire will strive toward creating a culture that encourages high performing, engaged staff that are committed to delivering outcomes for the community.

- 4) *Ensure the right systems, processes, and policies are in place to support our workforce*

Organisational policies and procedures document the expected standard of behaviour, conduct and performance of employees. It is important to have clear, documented, and transparent policies and management practices, which are easily accessible by all staff, regularly reviewed and consistently followed.

1. Skills attraction, retention, and succession					
Action	Responsible Officer/s	22/23	23/24	24/25	25/26
a) <i>Attraction:</i> Develop and implement an attraction strategy that identifies specific approaches to attract people to the Shire workforce and to live in the communities	CEO		X		
b) <i>Attraction:</i> Use of contemporary and efficient online systems to promote vacancies and receive applications	CEO	X	X	X	X
c) <i>Attraction:</i> Continue to offer apprenticeship and traineeship opportunities	CEO Manager Works and Services	X	X	X	X
d) <i>Retention:</i> Continue to offer flexible working arrangements for staff where practical and beneficial to both the employee and the organisation	CEO Manager Finance and Administration	X	X	X	X
e) <i>Retention:</i> Review employee wages, rewards and incentives to ensure that they remain competitive, attractive and fair, in the context of the Local Government sector	CEO Manager Finance and Administration	X	X	X	X
f) <i>Retention:</i> Continued investment in maintenance and expansion of Shire housing stock	CEO	X	X	X	X
g) <i>Succession:</i> Develop and implement succession processes for all business-critical roles	CEO		X		X
h) <i>Succession:</i> Internal promotion opportunities are advertised and invited - positive opportunity for existing staff to be retained locally	CEO Manager Works and Services	X	X	X	X

2. Training and Development					
Action	Responsible Officer	22/23	23/24	24/25	25/26
a) <i>Training and Development:</i> Ensure all employees have a training and development plan, including career goal setting, which is completed as part of their annual performance review.	CEO Manager Finance and Administration Manager of Works and Services	X	X	X	X
b) <i>Training:</i> Hold regular administration and works staff meetings so that staff can discuss strategic projects, share job knowledge and identify cross-training opportunities	CEO Manager of Works and Services	X	X	X	X
c) <i>Development:</i> Provide opportunities for staff to act in other roles to facilitate knowledge transfer as part of a broader plan for succession and to reduce downtime when staff are away	CEO Manager Finance and Administration Manager Works and Services	X	X	X	X
d) <i>Development:</i> Contractors can add value to the local team (sharing skills, expertise, knowledge) through shared values and standards	CEO Manager Finance and Administration	X	X	X	X

3. Organisational culture					
Action	Responsible Officer	22/23	23/24	24/25	25/26
a) Regular administration and works team meetings as well as whole of staff meetings. Ensure that all employees receive consistent and regular updates on Shire activities and decisions.	CEO, Deputy CEO Manager Works and Services	X	X	X	X
b) Encourage participation in whole of organisation social activities for inclusion and integration across teams and individuals	All staff	X	X	X	X

c) Undertake a bi-annual employee engagement survey to identify concerns, challenges and barriers to achieving the desired workplace culture	CEO		X		X
d) Improve accountability across the leadership group for effective people management by developing appropriate key performance indicators that are consistently reported and monitored	Council CEO	X	X	X	X

4. Systems, Processes and Policies					
Action	Responsible Officer	22/23	23/24	24/25	25/26
a) <i>Industrial relations</i> : Plan and execute seamless transition to Federal State award system	CEO	X	X		
b) <i>Policies and Procedures</i> : Review and update the Shire's key human resources policies and procedures including: <ul style="list-style-type: none"> • Staff onboarding and induction • Performance reviews • Exit process (including exit interviews) 	Manager Finance and Administration	X	X	X	X
c) <i>Policies and Procedures</i> : Ensure that the Shire's core values are reflected in all Shire policies and procedures	CEO	X	X	X	X
d) <i>Systems</i> : Undertake a review of position descriptions to ensure the activities of each role are aligned to the actual activities and priorities for that position	Management Team	X	X	X	X

8 EQUAL EMPLOYMENT OPPORTUNITY

Equal Employment Opportunity is the operation of non-discriminatory personnel policies and practices. It involves giving all individuals in the workplace the opportunity to compete equally for jobs and have equal access to training and promotion at all levels, limited only by their skills, knowledge, experience and qualifications.

The Shire of Victoria Plains recognises its legal obligations under the Equal Opportunity Act 1984 and actively promotes equal employment opportunity based solely on merit to ensure that discrimination does not occur on the grounds of gender, marital status, pregnancy, race, disability, and religious or political convictions. All employment training with Council is directed towards providing equal opportunity to all employees provided their relevant experience, skills and ability meet the requirements for such training.

All promotional policies and opportunities with the Council is directed towards providing equal opportunity to all employees provided their relevant experience, skills and ability meet the minimum requirements for such promotion.

All offers of employment within the Shire is directed toward providing equal opportunity to prospective employees provided their relevant experience, skills and ability meet the minimum requirements for engagement.

The Shire of Victoria Plains does not tolerate harassment within its workplace. Harassment is defined as any unwelcome, offensive action or remark concerning a person's race, colour, language, ethnicity, political or religious convictions, gender, marital status or disability.

The equal employment opportunity goals of the Shire are designed to provide an enjoyable, challenging, involving, harmonious work environment for all employees where each has the opportunity to progress to the extent of their ability.

8.1 Equal Opportunity Workforce Profile

The following table shows the actual representation of various diversity groups.

Percentage Representation

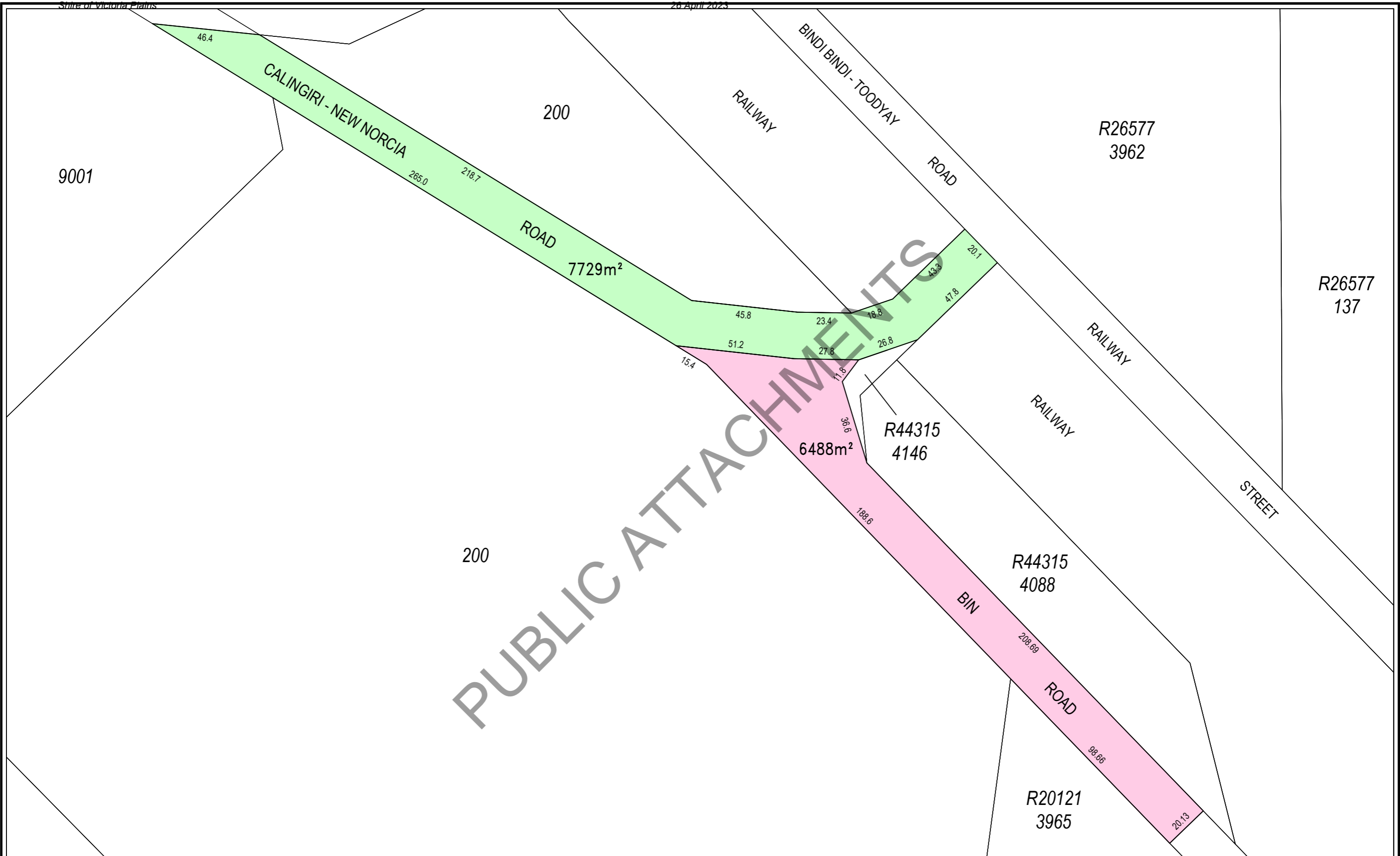
Diversity group	2022 Actual
Women in management – Tier 1	2
Women in management – Tier 2	2
Women in management – Tier 2 Outdoor	
Women in management – Tier 3 Indoor	7
Women in management – Tier 3 Outdoor	
People from culturally diverse backgrounds	
Culturally diverse backgrounds - Indoor	
Culturally diverse backgrounds – Outdoor	
Aboriginal Australians	1
People with disability	
People with disability - Indoor	
People with disability - Outdoor	
Youth	

The following table shows the calculated equity index.

Distribution (Equity Index)

Equity group	2022 Actual
Women	
Women Indoor	12
Women Outdoor	1
People from culturally diverse backgrounds	
Culturally diverse backgrounds Indoor	
Culturally diverse backgrounds Outdoor	
Aboriginal Australians	1
People with disability	
People with disability Indoor	
People with disability Outdoor	

PUBLIC ATTACHMENTS

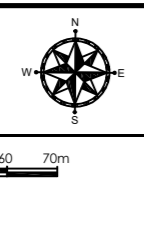


PUBLIC ATTACHMENTS

EXURBAN
RURAL & REGIONAL PLANNING

Tel: (08) 9303 2532
Mob: 0429 303 100
PO Box 1695
WANGARA DC WA 6947
www.exurban.com.au

SCALE 1:1500 @ A3
DATE: 17.04.2023



LEGEND:

- SUBJECT LAND
- PORTION OF CALINGIRI - NEW NORCIA ROAD TO BE CLOSED
- PORTION OF BIN ROAD TO BE CLOSED

NOTE:
1. AREAS AND DIMENSIONS SUBJECT TO SURVEY.

PROPOSED ROAD CLOSURE

PORTIONS OF CALINGIRI - NEW NORCIA ROAD & BIN ROAD, CALINGIRI
Shire of Victoria Plains 189



SHIRE OF VICTORIA PLAINS

Minutes

Annual General Meeting (AGM) of Electors

On: Wednesday, 22 March 2023
At: Calingiri Emergency Services Building
Cnr Yulgering Rd and Edmonds St
Commencing: 6.03PM

**ANNUAL MEETING OF
ELECTORS - MINUTES**
22 March 2023

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A copy of the meeting guidelines is provided on Page 3

A Copy of the Shire’s 2021/2022 Annual Report
<https://www.victoriaplains.wa.gov.au/documents/annual-reports>

A hardcopy of the Annual Report can be requested from the Shire Office.

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Meeting opened at 6.03pm.

The Shire president extended a warm welcome to residents attending this year's Annual Electors Meeting.

The Shire President advised those in attendance that the meeting was being recorded for the purposes of Minute Taking and the meeting will be run in accordance with the *Local Government Act Regulations (1995)* and the *Shire's Meeting Procedures Law 2018*.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

Elected Members	Cr P Bantock – Presiding Member Cr N Clarke – Deputy Shire President Cr S Woods - Elected Member
CEO:	Mr S Fletcher
Staff:	Manager Finance & And Administration – Mr C Ashe Works and Services Manager – Mr S Brenzi Community Emergency Services Manager – Mr N Parry Community Emergency Services Officer – Mr J Cacic Community Development Officer – Mrs K Stripe
Apology	Cr G O'Brien Cr D Lovelock Cr J Kelly Cr S Penn
Members of the Public	Ms A Byrne-O'Neil Mr G Bookham Mrs M Bookham Mr D Hall Mrs S Mason Mrs N McInnes Mrs D Jones Mrs N Purser

3 CONFIRMATION OF MINUTES**Moved: Mr G Bookham****Seconded: Mrs S Mason****STAFF RECOMMENDATION****That the minutes of the AGM of Electors held Wednesday 25 May 2022 be accepted as a true and correct record of proceedings.****CARRIED BY UNANIMOUS DECISION****Mr G Bookham**

Q1. How has the Old Roads Building new uses and purposes been advertised?

A1 Various avenues including newsletters, leaflets, posters, signage and social media advertising.

Mrs M Bookham

Q2. When will the Shire transport services be reinstated?

A2. The Licence Agreement was signed by the Shire in December 2022 and Shire staff now need to undertake training which is planned for May 2023. The CEO envisaged this service should be active by June 2023.

3.1 Matters arising from the Minutes – Wednesday 25 May 2022

The CEO raised the matter of the fence issue listed in the Minutes of the 25 May 2022 Electors Meeting, confirming the fence has been repaired and the matter has been closed out.

Is it normal that interest would accrue on Rates that were delayed in being distributed?

MFA responded it depends on the scenario but for background:

- Rates in a FY are issued and become due and payable 35 days after the issue date – \$6.50 (2)
- You then elect to pay in full or by instalments through your payment on or before the due date.
- If by instalments then there is an Admin Fee and Instalment Plan interest - \$6.45 (3)
- There is an additional interest charge if on amounts that remain unpaid after becoming due and payable – \$6.51 (1)

With this in mind, the answer broadly is no;

- In this question scenario, Interest would only be accruing on amounts that remain unpaid (i.e. from the previous year) as rates for the current year have not been distributed (i.e. presumably delayed).

Ms A Byrne-O'Neil replied she did not think this was the case and referred to what was interpreted as an interim rates scenario. The MFA responded the above would still apply as its governed by the *Local Government Act 1995* and associated regulations. Interest could only be charged if instalments were elected (even on interim rates) and penalty interest only on over due amounts.

MFA offered to look into the individual rate assessment upon presentation

4 ANNUAL REPORT

Moved: Mrs S Mason

Seconded: Mr G Bookham

STAFF RECOMMENDATION

That the Annual Report for the financial year ended 30 June 2022 be received.

CARRIED BY UNANIMOUS DECISION

4.1 Matters arising from the Annual Report for Financial Year ended 30 June 2022:

Nil

PUBLIC ATTACHMENTS

4.1.1 Presentation by Mr Colin Ashe, Manager Finance and Administration

Mr G Bookham

Q1 The Annual Report 2021-22 indicates equity of \$125 million for the Shire – how?

A1. Equity indicates what the Shire is worth, i.e. if the business was wound up tomorrow, this is what is expected to be realised. The majority of this would be the value of roads, but the age old question would be, who would buy these roads. Nevertheless the Shire is required to comply with applicable accounting standards and this is reflected in the financial statements.

Mrs N Purser

Q1. How are ‘best value purchasing practices’ conducted as the cost of the Komastu Grader for \$160,000 seems excessive.

A1. There are basically two processes that can be undertaken, Request for Tender where the Shire approaches the market or through a WALGA’s preferred supplier panel. The latter has effected of an approach to market already being conducted by WALGA and local government simply chooses a range of suppliers and requests a quote.

In terms of the Grader purchase, MFA advised this was prior to his tenure but could investigate how this was purchased. The CEO then advised this was a second hand purchase noting new Graders would be in the vicinity of \$400,000-\$500,000.

4.1.2 Presentation by Mr Sean Fletcher, CEO

Mr G Bookham

Q1. When will the Preparatory Works which are underway on the Calingiri New Norcia Road be complete?

A1. CEO advised that due to tender costs being up to 50% higher than estimated, the Shire has had to defer significant portions of the Road Construction program into 2023-24. In terms of this particular job, it is estimated for completion by the end of 2023.

Mrs N Purser

Q1. Will the Intersection changes free up land for CBH?

A1. CEO Advised that yes it does and there are discussions with CBH around this.

Mrs S Mason

Q1. Are the mining companies using the local landfills and what do the mining companies in the district intend do with their waste product?

A1. They are allowed to dump at the applicable refuse sites provided they pay the charges. The CEO and WSM advised the Shire could not stop them from doing this but would look into other options including the companies taking it back to Perth. The CEO also noted other options include potential storage of waste and some potential carbon offsets initiatives that would very beneficial to farmers and the Shire as a whole.

Mr G Bookham

Q1. Why are we reducing from 7 elected members down to 5?

A1. The CEO advised that was the resolution of council and he cannot comment further.

Mrs S Mason

Q1. Where and how can residents provide feedback to the Shire, including compliments?

A1 The CEO advised he would happily take an email but noted there is currently a Customer Survey circulating for resident feedback and an email address for residents to utilise reception@victoriaplains.wa.gov.au

5 ANY OTHER GENERAL BUSINESS

Ms Anne Marie O'Byrne, Calingiri

Q1. Can you please provide a Reserve Funding Update to the community?

A1. The CEO advised we have achieved the budgeted 2022-23 transfers (\$203,000) already.

Mrs N Purser

Q2. Can the presentation be uploaded on the website as not all subscribers use Facebook for notifications?

A2. The CEO Presentation of this evening is to go on the Shire website.

Mrs D Jones

Q3. Will there be anything further added to the Calingiri children's park?

A3. The CEO advised the Park Master Plan is being revisited with new engagement

from the original designers and this is likely to be reinvigorated. The Community Development Officer is working on a plan to possibly include the old basketball courts

Mr G Bookham

Q4. Is there actual CCTV where there is signage?

A4. The CEO and Shire President needed specifics but broadly advised yes there was referencing the CCTV on display at the current venue of the Electors meeting and other areas such as the Shire Office, Gymnasium and Refuse Sites. Approaches have been made by vendors to make an assessment of current suitability and this may be undertaken.

Mr G Bookham

Q5. What can the shire do to assist people that require housing

A5. The CEO advised that the Shire are waiting on the decision from the Commonwealth regarding funding, as far as building licences are concerned, there is a statutory requirement to charge applicants.

Mr G Bookham

Q6. Why are trailers parking in the park bay at the front of town?

A6. The CEO noted he had addressed some of this on parking on Cavell St but this was a difficult one to police. Some are governed by local laws which arguably are currently inadequate.

Mr G Bookham

Q7. Why is the Rodeo not being held in Bolgart?

A7. The CEO advised that the rodeo organizers made the decision to go elsewhere as they did not have the correct applications and permissions in place. The Shire President explained the process of council decision and the time frame of which they were presented.

Mr D Hall, Piawaning

Q8. Is there a set time frame, for approval of planning requests?

A8. Depends on the request but indicatively, three (3) months.

Mrs N Purser

Q9. Is there an update on Shire plan and logo?

A9. This is for discussion with Council and requiring public consultation.

6 DECLARATION OF CLOSURE

Meeting declared closed at 7.14pm.

PUBLIC ATTACHMENTS

MEETING OF ELECTORS GUIDELINES

Purpose

In accordance with the *Local Government Act 1995*, a general meeting of electors must be held each financial year after a local government accepts the annual report.

The matters to be discussed at the general electors' meeting are in accordance with Regulation 15 of the *Local Government (Administration) Regulations 1996*. This includes, the contents of the annual report for the previous financial year and then any other general business.

Procedures

The procedure to be followed at a general or special meeting of electors is to be determined by the presiding member (this also includes specific regard to the Shire of Victoria Plains Meeting Procedures Local Law).

Each elector who is present at a general or special meeting of electors is entitled to one vote on each matter to be decided at the meeting but does not have to vote. All decisions at a general or special meeting of electors are to be made by a simple majority of votes. Voting at a general or special meeting of electors is to be conducted so that no voter's vote is secret.

All decisions made at an electors meeting are to be considered at the next ordinary council meeting or, if that is not practicable at the first ordinary council meeting after that meeting or at a special meeting called for that purpose, whichever happens first.

An elector is someone on the State Electoral Roll for the District of Victoria Plains or an Owner/Occupier in the Shire of Victoria Plains.

Minutes

Minutes of the proceedings at an electors' meeting are to be kept and preserved. They are published on the Shire's website for a period of not less than 5 years and are also made available for inspection by members of the public.

Shire of Victoria Plains Meeting Procedures Local Law

Specific clauses to be observed regarding a Meeting of Electors are:

18.8 Participation of non-electors

A person who is not an elector of the local government shall not take part in any discussion at an electors' meeting unless the meeting, by resolution, permits the person do so.