



MINUTES

Ordinary Council Meeting

26 March 2025

Shire of Victoria Plains
Council Chambers, Calingiri
AND
via E-Meeting Protocol

Commencing – 2:03 PM



DISCLAIMER:

The recommendations contained in this document are officers' recommendations only and should not be acted upon until Council has resolved to adopt those recommendations.

The resolutions of Council should be confirmed by perusing the minutes of the Council meeting at which these recommendations were considered. Resolutions are not considered final until the minutes of the meeting are confirmed or advised in writing by the CEO or authorised person.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Council's decision.

Recording of Meeting

Members of the public are advised that meetings of Council are audio recorded to assist with ensuring an accurate record of the meeting is provided for the formal minutes of the meeting. In terms of the Privacy Act 1998 this may involve the recording of personal information provided at the meeting. The provision of any information that is recorded is voluntary, however if any person does not wish to be recorded they should not address or request to address the meeting. By remaining in this meeting, you consent to the recording of the meeting.

You are not permitted to record this meeting with any recording device, unless you have the express authorisation of the Council of the Shire of Victoria Plains.

E – Disclaimer

It is the Presiding Member's responsibility to preserve order in the meeting and this can be more difficult in an eMeeting. Therefore, each Council Member must consistently and respectfully follow the Local Government's Meeting Procedures Local Law, any additional eMeeting guidance provided by the Local Government and support the Presiding Member in their conduct of the eMeeting.

The pace of an eMeeting should be slow and orderly. The following practices will help avoid confusion and support effective eMeetings:

Speak clearly and slowly, as connections may be distorted or delayed;

Always state your name to indicate to the Presiding Member that you wish to speak. Restate your name if the Presiding Member has not heard you at first;

In debate, only speak after the Presiding Member has acknowledged you. Then state your name, so that others know who is speaking;

Follow the Presiding Member's directions and rulings;

If you are unclear about what is happening in an eMeeting, immediately state your name to draw the Presiding Member's attention and enable you to then seek clarification from the Presiding Member;

Avoid looking for opportunities to call Points of Order; instead, politely and respectfully gain the Presiding Member's attention and explain any deviation from your Meeting Procedures, the Local Government Act or any other relevant matter.

Commonly used abbreviations	
AAS / AASB	Australian Accounting Standard / Australian Accounting Standards Board
BF Act	Bush Fire Act 1954
BFB	Bush fire brigade
CEO	Chief Executive Officer
CDO	Community Development Officer
DBCA	Dept of Biodiversity, Conservation and Attractions
DFES	Dept of Fire and Emergency Services
DPLH	Dept of Planning, Lands and Heritage
DWER	Dept of Water and Environmental Regulation
EHO	Environmental Health Officer
EFT	Electronic Funds Transfer
FAM	Finance and Administration Manager
JSCDL	Parliamentary Joint Standing Committee on Delegated Legislation
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LG Act	Local Government Act 1995
LGGC	WA Local Government Grant Commission
LPP	Local Planning Policy
LPS	Local Planning Scheme
MOU	Memorandum of Understanding
MRWA	Main Roads WA
NNTT	National Native Title Tribunal
OAG	Office of Auditor General
OCM	Ordinary Council Meeting
PTA	Public Transport Authority
RRG	Regional Roads Group
RTR	Roads to Recovery
SAT	State Administrative Tribunal
SEMC	State Emergency Management Committee
SGC	Superannuation Guarantee Contribution
SJAA	St John Ambulance Association
SWALSC	South West Aboriginal Land and Sea Council
WAEC	WA Electoral Commission
WALGA	WA Local Government Association
WSM	Works and Services Manager
WSFN	Wheatbelt Secondary Freight Network
EPA	Environmental Protection Authority
DPIRD	Department of Primary Industries and Regional Development
HCWA	Heritage Council of Western Australia
WAPC	Western Australian Planning Commission
WDC	Wheatbelt Development Commission

CONTENTS

1	DECLARATION OF OPENING.....	5
1.1	Opening.....	5
1.2	Announcements by Shire President.....	5
2	REMOTE ATTENDANCE BY ELECTED MEMBERS.....	5
3	RECORD OF ATTENDANCE.....	6
4	DISCLOSURE OF INTEREST.....	6
5	PUBLIC QUESTION TIME.....	6
5.1	Public Questions with Notice.....	6
	Nil	
5.2	Public Question Without Notice.....	6
6	PRESENTATIONS AND DEPUTATIONS.....	8
6.1	Presentations.....	8
6.2	Deputations.....	8
7	APPLICATIONS FOR LEAVE OF ABSENCE.....	8
8	MINUTES OF MEETINGS.....	8
9	REPORTS REQUIRING DECISION.....	9
9.1	Accounts for Endorsement - February 2025.....	9
9.2	Monthly Financial Statements - February 2025.....	29
9.3	Compliance Audit Return 2024.....	56
9.4	Budget Review No. 2 as at 31 January 2025.....	76
9.5	Final Report to Council s3.16 Review of Local Laws.....	82
9.6	Shire Rebrand.....	85
10	MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	132
	Nil	
11	NEW BUSINESS OF AN URGENT NATURE REQUIRING DECISION.....	132
12	MEETING CLOSED TO PUBLIC.....	132
	Nil	
13	CLOSURE OF MEETING.....	133



MINUTES

Ordinary Council Meeting of the Victoria Plains Shire Council
Held in the Shire of Victoria Plains, Council Chambers, Calingiri, AND, via E-
Meeting Protocol
on 26 March 2025 commencing at 2:03 PM

1 DECLARATION OF OPENING

1.1 Opening

The Meeting was declared open by the Presiding Member at 2.03PM

1.2 Announcements by Shire President

The Shire President reminded Elected Members that the meeting was being recorded for the purposes of Minute Taking and uploading of the recording to the Shire Website for public viewing and the meeting will be run in accordance with the Shire's Meeting Procedures Law 2018

2 REMOTE ATTENDANCE BY ELECTED MEMBERS

THAT:

Under regulation 14C (2)(b) of the Admin Regulations, the Shire President can approve Elected Member attendance by electronic means;

In doing so, under r.14C (5) the Shire President must have regard as to whether the location that the Elected Member intends to attend the meeting, and the equipment intended to be used to attend the meeting, are suitable;

Electronic means includes, as per r.14CA(2) by telephone or video conference;

Suitable equipment would include an electronic device that can hold a Teams meeting, and perhaps, the use of headphones;

In accordance with r.14CA (5) the Elected Member must declare that they are able to maintain confidentiality during the meeting. Under r.14CA(7), the declaration by the Elected Member is recorded in the minutes of the meeting;

Summarily, according to Departmental guidance, a suitable location is one that is quiet and private e.g. a private room in your house. If there are other people at the location at the time of the meeting, an Elected Member may be required to close a door and wear headphones.

Approval to Attend and Declaration of Confidentiality
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N/A

3 RECORD OF ATTENDANCE

Members present	Cr P Bantock – Shire President Cr S Woods Cr D Lovelock Cr S Penn Cr R Johnson
Staff attending	Chief Executive Officer – Mr S Fletcher Deputy Chief Executive Officer – Mr C Ashe Council Support Officer – Ms J Klobas
Apologies	Works & Services Manager – Mr S Brenzi
Approved leave of absence	N/A
Visitors	
Members of the public	Mr J Kelly (departing at 2.50PM) Mr C Headland (departing at 2.50PM) Ms B Port-Louis (departing at 2.50PM)

4 DISCLOSURE OF INTEREST

Refer – Local Government Act, Regulations, Code of Conduct, and Declaration Forms in Councillor folders.

Type	Item	Person / Details
Nil		

5 PUBLIC QUESTION TIME

Refer – Local Government Act, Regulations, Local Law and Submission Form & Guidelines circulated.

5.1 Public Questions with Notice

Public Question Time was opened to the floor at 2.04PM

Nil

5.2 Public Question Without Notice

Mr J Kelly, Gillingarra

Q1. I have a map of Caravel Minerals. There are artesian bores running over the top of bore casing and flowing into ...

Shire President Mr Kelly, do you have a question, or are you able to frame a question so further information may be provided, that you would like to put to Council?

Q1 cont.... Has Caravel Minerals approached SoVP to pump water from the Gillingarra area underground river and surrounding the Moore river to pump water to Wongan Hills to wash metals? In context, Caravel Minerals apparently wants to put down the aquifer bores surficial which will impact 26 bores in the area. They want to take all this surficial water and drop the water level from approximately 5m to 10m and could be more. If they drop the water 5-10m, I will have 30 soaks which will go dry. Caravel Minerals also want to come across to the Gillingarra flats and they are the artesian bores. Does the Shire of Victoria Plains support the idea of sending water to Wongan Hills and forgetting our own places like Mogumber, Gillingarra etc?

Shire

President Thanked Mr Kelly for his question and noted there is a process behind the Caravel Minerals approvals process before directing the question to the CEO for response.

CEO A1. Caravel Minerals have presented to Council previously. Council did have input into their initial environmental review document. Council understands that environmental review document has been returned to Caravel for to do further work on it. The Shire have not been asked for further input into that, however will review in due course when opened up to public submissions.

Shire

President The Shire does not have a position and the Shire is awaiting public documents to be released.

CEO - In the first draft response, we did factor in all those concerns that we had and also the concerns raised by others.

Mr C Headland

Q1. With the bores along the west side of the Moore river, Mr Headland noted he had asked Caravel Minerals how they are going to cross the river. Mr Headland stated that he advised Caravel Minerals that they would not be able to put their pipes underground.

Shire

President Could you please phrase as a question?

Q1 cont.. Do you know anything about how Caravel Minerals are going to get their pipelines from the West of the river across the Moore river?

A1. **CEO** - noted that specific issue has not been discussed with the Shire and understands that if there is an Aboriginal Heritage issue there, that is a matter for the Aboriginal Heritage Act and the Shire has no say in that. The Shire have had discussions whether that pipeline would have any impact on Shire infrastructure (ie verges or roads) but that is the extent of it.

Q2 Noted that Council had previously been advised, by SWALSC, that the Mogumber rubbish tip has to be shifted and that it is backing onto the Moore River, and questioned what the further plans are moving forward with that.

Shire

President Noted that Council had held a meeting with the YUED Aboriginal Corporation this morning and the subject was broached.

CEO - Noted both he and the YUED Corporation began discussions approximately 18 months ago around moving the Mogumber tip including discussion around any assistance YUED could provide with an alternative site as that's important going forward working with the YUED people. The CEO further noted that the YUED Aboriginal Corporation and Council discussed this morning the progression moving forward.

Q3. Do you know how much water they are taking out of Gillingarra per day?

A3. **CEO** - Not off the top of my head, however Council had been through that on at least three occasions.

Ms B Port-Louis

Q1 Noted the Moora River is heritage listed in parts.

A1. The CEO and the Shire President confirmed the Mogumber Mission is not within the Shire of Victoria Plains borders and is within the Shire of Gin Gin.

Mr J Kelly

Q3 Aware that the CEO has been unwell, and now requests that the CEO meet with him in the next 2-3 weeks at Gillingarra to discuss and review the water issue at Gillingarra.

A3 The **Shire President** thanked Mr Kelly for his question and further thanked the Deputy CEO and the Works and Services Manager for having previously met with Mr Kelly on the matter and noted that Public Question Time was not the channel for organising meetings between the Public and the CEO, and that was a matter for Administration to manage.

Public question time closed at 2.21pm.

6 PRESENTATIONS AND DEPUTATIONS

6.1 Presentations

Nil

6.2 Deputations

Nil

7 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8 MINUTES OF MEETINGS

Officer Recommendation / Council Resolution OCM2503-010

Moved: Cr R Johnson

Seconded: Cr S Woods

That the minutes of the Ordinary Council Meeting held 26 February 2025 as circulated, be **CONFIRMED** as a true and correct record.

CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For: Cr P Bantock, Cr S Woods, Cr D Lovelock, Cr S Penn and Cr R Johnson

Voted Against: Nil

The CEO withdrew from the meeting at 2.23pm.

9 REPORTS REQUIRING DECISION

9.1 ACCOUNTS FOR ENDORSEMENT - FEBRUARY 2025

File Reference	
Report Date	17 March 2025
Applicant/Proponent	Nil
Officer Disclosure of Interest	Nil
Previous Meeting Reference	Nil
Prepared by	Glenn Deocampo – Coordinator Financial Services
Senior Officer	Colin Ashe – Deputy Chief Executive Officer
Authorised by	Sean Fletcher – Chief Executive Officer
Attachments	1. List of Payments - February 2025

PURPOSE

This item presents the attached List of Accounts Paid, under delegated authority, for February 2025.

BACKGROUND

As per Local Government Act and Financial Management Regulations.

COMMENT

Each month Council is to be advised of payments made during the preceding month, the amount, the payee, date and reason for payment.

Please note that a new format of payment report is created by the new system.

CONSULTATION

DCEO

STATUTORY CONTEXT

Local Government Act 1995 –

- s.6.8(2)(b) – expenditure is to be reported to the next ordinary meeting of Council

Local Government (Finance) Regulations 1996 –

- r.13 Payments for municipal fund or trust fund
 - (1) the Chief Executive Officer is to provide a list of accounts paid from the Municipal fund or Trust fund, a list of all accounts paid each month showing for each account paid –
 - a) The payee's name
 - b) The amount of the payment
 - c) The date of the payment
 - d) Sufficient information to identify the transaction
 - (2) the listing to be presented to the Council at the next ordinary meeting of Council after preparation.

CORPORATE CONTEXT

Delegations Register –

- 3.2 – Municipal Fund and Trust Fund – Payments from Bank Accounts
 - o CEO authorised, subject to conditions
 - o compliance with legislation and procedures
 - o Minimum of 2 signatories with varying level of authorisation

Strategic Business Plan/Corporate Business Plan

STRATEGIC PRIORITIES		WE KNOW WE ARE SUCCEEDING WHEN	
4. CIVIC LEADERSHIP			
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 Priority 4.3 is relevant as part of sound financial management policies

Delegation

Nil

Policy Implications

3.1 Purchasing Framework

Other Corporate Document

N/A

Risk Analysis

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Compliance	Extreme (5) Non-compliance results in litigation, criminal charges or significant damages or penalties to Shire/Officers	Unlikely (2) The event could occur at some time	High (10)	Senior Management Team / CEO Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring	Policies and processes including preparation by Finance staff and two-step process for payment will ensure that the residual risk is moderate.

FINANCIAL IMPLICATIONS

All payments are in accordance with Council's adopted budget.

VOTING REQUIREMENTS

Simple Majority

Officer Recommendation / Council Resolution OCM2503-011

Moved: Cr D Lovelock

Seconded: Cr S Woods

That the **PAYMENTS** made for February 2025 from the Municipal Bank Account as per attached listing and summarised below, be **ENDORSED**:

Payment Type	References from - to	\$ Amount
Creditor EFT Payment**	00036 - 00038	537,595.60
Creditor Cheque Payments		0.00
Direct Debit Payment**	PPIN01885-PPIN01325 DD00021-DD0022	168,117.88
Credit card – Bendigo Bank	PPIN01320	1,626.69
	PPIN01321	4.00
	PPIN01322	544.48
	PPIN01324	4,939.17
Fuel Card – Wrigh Express	PPIN01323	11.00
Salaries and Wages EFT	PE12/02/25;PE26/02/25	119,339.98
Trust Payments		0.00
	TOTAL	832,178.80

Local Spending	\$	%
Local Supplier	43,933.03	5
Payroll	119,339.98	14
Total	163,273.01	19

CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For: Cr P Bantock, Cr S Woods, Cr D Lovelock, Cr S Penn and Cr R Johnson

Voted Against: Nil

Payment Details

	Payment / Invoice	Date	Description	Amount
EFT Payment				
EFT Payment - EFT00036				
1	100 - AFGRI Equipment Australia Pty Ltd			
	2931992	09/01/25	Depot -supplied x2 hoses for Caterpillar Excavator	188.04
			Total 100	188.04
2	1087 - Totally Workwear - Midland			
	149980	21/01/25	Depot Staff - Mens Hi Vis 2tone S/SPolo	25.61
	47575	05/12/24	Depot - Pro Choice Unisex Riggamate Gloves	143.09
	149980.	11/02/25	Depot staff - Mens Hi Vis 2tone S/SPolo	76.82
			Total 1087	245.52
3	1093 - Market Creations Agency Pty Ltd			
	10-19	31/01/25	Annual Report Design and Printing	3,582.15
	10-18	23/01/25	Annual Report Design and printing - Work in progress initial payment	2,169.75
			Total 1093	5,751.90
4	1272 - Bigmate Monitoring Services Pty Ltd			
	549195	01/11/24	Depot - Monthly GPS Monitoring	176.00
			Total 1272	176.00
5	142 - Fitzgerald Strategies			
	2511	31/01/25	Travel expense - EBA Negotiations with WASU	434.52
			Total 142	434.52
6	1521 - Bluesteel Enterprises (Frontline Fire)			
	84919	16/01/25	(LGGS) Mogumber Station - Replacement of damaged DPF wiring/sensor and Travel - DFES	1,638.92
			Total 1521	1,638.92
7	1570 - KA Tyres & Battery's			
	1038	21/01/25	Depot- Tyres for Works Manager vehicle	400.00
	1038.1	21/01/25	Depot- Tyres for Works Manager vehicle	1,199.99
			Total 1570	1,599.99 L
8	1572 - Exurban Pty Ltd (ATF Vista Trust)			
	4615	04/02/25	Town Planning Consultancy Services - January 2025	2,252.05
			Total 1572	2,252.05
9	1626 - Rajaford Pty Ltd (Calingiri Traders)			
	JANUARY OFFICE 2025	31/01/25	Admin Office Staffroom consumables- milk, tea, coffee, stamp- January 2025	194.96
	JANUARY DEPOT 2025	31/01/25	Depot Consumables- milk, sugar, maintenance items, unleaded fuel - January 2025	132.71
	JANUARY DEPOT	31/01/25	Depot Consumables- milk, sugar, maintenance items and minor tools, unleaded fuel - January 2025	476.26
			Total 1626	803.93 L

Payment Details

	Payment / Invoice	Date Description	Amount
10	1685 - LFA First Response		
	43182	31/01/25 Emergency Services - Defibrillator PAD-PAKs	3,922.80
		Total 1685	3,922.80
11	1709 - Choices Flooring By Dallimores		
	9305	07/02/25 Staff housing 13 Lambert - supplied and installed carpet to 4 bedrooms, WIR, Lounge.	7,588.00
		Total 1709	7,588.00
12	1762 - Rural Infrastructure Services		
	1263	30/01/25 Provision of consultancy services to provide RAV access review report and LTFP, for RRG Toodyay Bindi Bindi Rd 2024/25 works, for WSN Mogumber-Yarrowindah Rd 2024/25 works	12,538.35
		Total 1762	12,538.35
13	1789 - Dallywater Consulting		
	2425010	04/02/25 Contract Building and Health Officer services- 23/01/25 to 04/02/2025	8,903.73
	2425011	10/02/25 Contract Building and Health Officer services- 05/02/25 to 7/02/2025	1,465.75
		Total 1789	10,369.48
14	1941 - Salary Packaging Australia Pty Ltd		
	PJ000350	29/01/25 Payroll deductions - salary packaging for period ending 29/01/2025	1,230.55
	05/02/25	05/02/25 Payroll deductions - GST salary packaging for period ending 29/01/2025	76.22
		Total 1941	1,306.77
15	1947 - Mogumber Hub (Mogumber Outback Club Inc)		
	37823	23/12/24 (LGGS) Food/Welfare Yerecoin Bushfire - INC. 704232 - 23/12/2024 - DFES funding	692.00
	37807	23/12/24 (IGGS) Food/welfare - Mogumber Bushfire - INC. 704145 - 2024/12/23 - DFES funding	1,688.00
		Total 1947	2,380.00 L
16	1994 - Toodyay Building & Maintenance Services		
	A1710	03/02/25 Admin office - installed noticeboards, supplied angle and fitted to step for storeroom to stabilise	198.00
		Total 1994	198.00
17	1995 - Well Done International Pty Ltd		
	113348	31/01/25 After hours Phone Messaging Service - January 2025	245.09
		Total 1995	245.09
18	2003 - Tree Tech Australia		
	269	11/12/24 Western Powers tree pruning list for Yerecoin, Calingiri and Bolgart	6,138.00
		Total 2003	6,138.00

Payment Details

	Payment / Invoice	Date	Description	Amount
19	2015 - The Smart Security Company Pty Ltd			
	79032	30/12/24	Admin - CCTV reset on site	297.00
			Total 2015	297.00
20	2036 - Knewjen Hire Pty Ltd			
	0024	29/01/25	Depot-Digger Hire -Clean Culvert - Gillingarra West Road	3,200.00
			Total 2036	3,200.00
21	2066 - Arc Infrastructure Pty Ltd			
	3021339	12/12/24	Calingiri New Norcia Road project construction - Aglime funding	198,671.00
			Total 2066	198,671.00
22	2068 - Movat Pty Ltd			
	1552	09/12/24	Emergency Services LGGS - Movat software hosting for 2025 - DFES funded	200.00
			Total 2068	200.00
23	2074 - The Goods Australia			
	226998	28/01/25	Mogumber Hall - Toilet Paper Dispensers	592.08
	227176	31/01/25	Calingiri Hall - 2x hand towel dispensers	301.51
	227138	31/01/25	Calingiri Depot - Hand Soap dispenser	193.08
			Total 2074	1,086.67
24	2094 - Gary O'Brien			
	06/02/2025	06/02/25	Calingiri various Shire's facilities- replaced toilet cistern, paper towel, soap dispenser, replaced toilet seat, repair door and lock, repair rowing machine	1,290.00
	3/2/25	03/02/25	Calingiri Unit-replaced fly wire; Bolgart unit - replaced clothesline; Mogumber library-repairs on toilet, library rear wall, encapsulate asbestos cracks; Calingiri caravan-replaced cistern	742.00
			Total 2094	2,032.00 L
25	2114 - Quality Air Solutions Pty Ltd			
	5535	31/01/25	Staff housing 16 Yulgering Rd - supplied and installed Samsung single phase ducted system	12,650.00
			Total 2114	12,650.00
26	2118 - Carey Training Pty Ltd			
	10546	13/01/25	Depot Staff training - Cert 11 in Civil Construction	400.00
			Total 2118	400.00
27	399 - MCINTOSH & SON			
	1996480	10/01/25	Yerecoin Fire Truck - supplied indicator light	92.70
			Total 399	92.70

Payment Details

	Payment / Invoice	Date	Description	Amount
28	52 - Avon Waste			
	67337	10/01/25	Refuse collection and recycling removal - 10/01/2025	2,643.58
	67361	24/01/25	Refuse collection and recycling removal - 24/01/2025	2,036.42
			Total 52	4,680.00
29	59 - Malts Contracting			
	649	01/02/25	Cleaning services of various Shire's facilities- January 2025	8,065.20
			Total 59	8,065.20 L
30	594 - Dun Direct Pty Ltd			
	1179075	23/01/25	Depot - Fuel Supplies - January 2025	17,346.12
			Total 594	17,346.12
31	90 - Wheatbelt Tyres			
	2012951	31/01/25	Depot - Toyota Hi Lux - Wheel alignment	125.00
			Total 90	125.00
32	91 - Bolgart Rural Merchandise			
	JANUARY 24	03/02/25	Depot-Minor parts and maintenance items- January 2025	556.58
			Total 91	556.58 L
			Total EFT00036	307,179.63
	EFT Payment - EFT00038			
33	105 - Cutting Edges Equipment Parts			
	3381357	16/01/25	Depot - CAT Grader - grader blade	130.61
			Total 105	130.61
34	126 - Mogumber & Districts Progress Association			
	41	13/02/25	Cleaning - Mogumber Hall & Grounds 1/07/2024 to 29/12/2024	2,080.00
			Total 126	2,080.00 L
35	1375 - Steptoe & Wife Scrap Metal Recycling (Newins Family Trust T/as)			
	91	20/02/25	Bolgart/Calingiri Refuse Site managing - February 2025	7,312.43
			Total 1375	7,312.43 L
36	1620 - EMERG Solutions Pty Ltd			
	2479	04/12/24	(LGGS) 2025 Annual Fee BART SMS direct numbers -DFES funded	825.00
			Total 1620	825.00
37	1622 - Signs Plus			
	4576	03/02/25	Mogumber Public Toilets - Sharps Disposal Signs	154.00
			Total 1622	154.00
38	1652 - Corsign WA Pty Ltd			
	92121	22/01/25	Depot - Stop Sign Ahead	82.50
			Total 1652	82.50

Payment Details

	Payment / Invoice	Date	Description	Amount
39	1658 - RSM Australia Pty Ltd		(atf Birdanco Practice Trust Trading as RSM)	
	GERI011587	26/11/24	Professional Services to attending various audit queries FY23/24	1,980.00
			Total 1658	1,980.00
40	1735 - Greg Alan Electrical Airconditioning & Refrigeration (Pithara Electrical Pty Ltd)			
	884	12/02/25	Depot - Eletrical installation of EV Chargers	5,340.00
	881	06/02/25	Depot - Labour and materials - 32A Extension Lead for Generator	550.00
			Total 1735	5,890.00
41	1789 - Dallywater Consulting			
	2425012	24/02/25	Contract Building/Health Services-08/02/25 to 21/02/25	8,939.48
			Total 1789	8,939.48
42	1801 - Fraser Onsite			
	1012	03/01/25	Depot various plant and equipment repairs and maintenance - CAT loader trans noise and supplied 7KVA Jen set; Tip truck - fit water tank, drop deck ramps and control valve; Hino-electrics trucks/trailer, new float locked brakes, Dolly-main oil lines,water tank service; UD truck - tyre spares; Excavator steel boom hyd lines; Grader-full service, filter kits, tyres; Skid steer loader-hoses replaced, fittings	22,939.16
			Total 1801	22,939.16
43	1829 - Asset Infrastructure Management (Maximus Trust)			
	772	29/01/25	Asset Management Planning-Development of an asset inspection procedure and updates to the Shire's AMP Works Programme	1,595.00
			Total 1829	1,595.00
44	1866 - Truck Centre WA Pty Ltd			
	2253909	24/01/25	Depot - UD Prime Mover Annual Service & Repairs	2,515.55
	2253970	21/01/25	Depot - UD End Tipper Truck - Basic Truck Service	1,415.57
			Total 1866	3,931.12
45	1867 - Mortlock Electrical Pty Ltd			
	1052	24/02/25	Calingiri Unit - replaced ceiling light in master bedroom	304.85
			Total 1867	304.85
46	1877 - PETER MICHAEL KELLY			
	SYNERGY- GSRC	25/02/25	Reimbursement - GSRC Emergency Water Synergy 5/3/24-1/1/25	673.85
			Total 1877	673.85 L

Payment Details

	Payment / Invoice	Date Description	Amount
47	1880 - Canine Control		
	71	31/01/25 Ranger Services - 28 January 2025	2,420.00
	73	04/02/25 Ranger Services -3 & 4 February 2025	2,420.00
	80	18/02/25 Ranger Services - 7 & 8 February 2025	2,420.00
		Total 1880	7,260.00
48	1885 - Calingiri Auto Centre (The Trustee for R J Glass Family Trust) t/as		
	51262	17/02/25 Depot - Mazda VP53 - Car service and workshop supplies	1,381.05
		Total 1885	1,381.05 L
49	1894 - Hyatt Concrete Pty Ltd		
	117	12/02/25 Bolgart E-Waste Station - supplied and installed steel barrier railing	8,250.00
	116	12/02/25 Calingiri E-Waste Station - supplied and installed steel barrier railing	8,250.00
		Total 1894	16,500.00
50	1898 - Copyright Agency		
	30048	07/01/25 Annual Copyright licence 1/03/25 to 28/02/26	1,409.14
		Total 1898	1,409.14
51	1900 - 5 Rivers Plumbing & Gas (Tornado (WA) Pty Ltd t/as)		
	6531	13/02/25 Fixed toilet brown water toilet 1/11 Harrington St Calingiri	330.05
		Total 1900	330.05
52	1930 - William Buck Advisors WA Pty Ltd		
	4077	21/01/25 Audit fee - Deferred Pensioner Audit 30/06/2024	1,430.00
		Total 1930	1,430.00
53	1941 - Salary Packaging Australia Pty Ltd		
	PJ000367	12/02/25 Payroll deductions - salary packaging for period ending 12/02/2025	1,230.55
	25122024-2	12-02-25 Payroll deductions - GST salary packaging for period ending 12/02/2025	76.22
		Total 1941	1,306.77
54	1965 - CouncilFirst (Open Systems Technology Pty Ltd t/as)		
	8848	09/01/25 Admin -Microsoft Azure software renewal- December 2024	11.74
	8842	09/01/25 Admin - Professional services - CF reconciliation, payroll, CRMS - December 2024	2,197.25
	8832	20/12/24 Admin - Professional services - rates, payroll, CRMS, receipting. user - November 2024	2,068.00
	8905	18/02/25 Admin - Microsoft Azure software renewal- January 2025	13.37
		Total 1965	4,290.36

Payment Details

			Amount
Payment / Invoice	Date	Description	
55 1994 - Toodyay Building & Maintenance Services			
A1709	02/02/25	Admin Office Carpark - supplied ramp and walkway and decorative panel to back wall of office progress payment	3,000.00
A1708	02/02/25	Admin Office Carpark - supplied ramp and walkway and decorative panel to back wall of office progress payment	1,000.00
A1716	20/02/25	Admin Office Carpark - supplied ramp and walkway and decorative panel to back wall of office progress payment	5,000.00
		Total 1994	9,000.00
56 1995 - Well Done International Pty Ltd			
112292.	30/11/25	After hours Phone Messaging Service-November 2025	198.91
		Total 1995	198.91
57 2038 - Northam Motors Pty Ltd			
1443549	16/01/25	Depot Ford Ranger - vehicle service 16000km	425.00
1443666	22/01/25	DCEO vehicle - Ford Everest 30,000KM service	715.00
		Total 2038	1,140.00
58 2042 - Burke Electrical Services			
8344	12/02/25	Calingir Oval - supplied M20LED light fittings	10,230.00
8345	12/02/25	Calingir Oval - mobilised to site and installed light poles into position	9,900.00
		Total 2042	20,130.00
59 2047 - Midland Trophies			
25219	04/02/25	Council Chambers - Honor Board Update - Engraving	504.00
		Total 2047	504.00
60 2063 - Enviro Infrastructure			
13372	27/01/25	Review of Rail Safety Management Plan	668.01
		Total 2063	668.01
61 2094 - Gary O'Brien			
14/02/2025	14/02/25	Mogumber Public Toilets Install toilet roll holders and signs; 15 Lambert-repair and replaced fence; Yerecoin wayside-replaced toilet roll holder; Calingiri units-replaced kitchen and laundry taps; Bolgart Caravan-replaced roll holder; ORB replace toilet roll holder	1,166.00
		Total 2094	1,166.00 L
62 2097 - Bolgart Bowling Club			
23/02/2025 - SPONSORSHIP	21/02/25	Sponsorship for Bolgart Bowling Club - Sporting Group Sponsorship program	600.00
		Total 2097	600.00 L

Payment Details

	Payment / Invoice	Date	Description	Amount
63	2109 - Finrent Pty Ltd			
	122563	19/12/24	(LGGS) Calingiri BFB printer - 6 month rental repayments - DFES funding	162.05
			Total 2109	162.05
64	2111 - Quietaire (Paul Godwin P/L T/As)			
	14165	23/01/25	Depot Workshop - 36" Quietcool Portable Evaporative Cooler	5,258.00
			Total 2111	5,258.00
65	2115 - Sherrin Rentals Pty Ltd			
	5218361	31/01/25	Depot - Multi Tyred Roller Hire plus transport - 28 January to 25 February	2,704.63
			Total 2115	2,704.63
66	2119 - Andrea & Stuart Kelly			
	0208	12/02/25	Supplied gravel to Calingiri New Norcia road project - Aglime Road funding	14,784.00
			Total 2119	14,784.00 L
67	2120 - Jims Car Detailing (Osborne Park)			
	16	18/01/25	CEO Car Detail	300.00
			Total 2120	300.00
68	2121 - Ricoh Australia Pty Ltd			
	15231460	25/11/24	Admin - DOT Printer Cartridge	191.40
			Total 2121	191.40
69	2122 - Jacob Wood GYM BOND REFUND			
		25/02/25	Gym Bond Refund - Jacob Wood#28	50.00
			Total 2122	50.00
70	2123 - Alex Joharsen GYM BOND REFUND -			
		25/02/25	Gym Bond Refund	50.00
			Total 2123	50.00
72	2124 - Kai Dishington GYM BOND REFUND - KAI			
		25/02/25	Gym Bond Refund - Kai Dishington#27	50.00
			Total 2124	50.00
73	219 - Shire of Chittering			
	18239	19/02/25	Building Services-issuing of Cert Design Compliance Wind Speed Measurement Tower @ Cocking Road Wannamal	450.45
			Total 219	450.45
74	233 - BOC Limited			
	4038426599	29/01/25	Depot - Gas Bottle Supplies - December 2025	46.38
			Total 233	46.38
75	312 - Civic Legal Pty Ltd			
	513869	31/01/25	Legal advice - preparation of agreement GSRC Settlement	1,352.01
			Total 312	1,352.01

Payment Details

	Payment / Invoice	Date	Description	Amount
76	348 - Muchea Grading Contractors			
	4043	31/01/25	Calingiri -New Norcia and CBH intersection - Earthworks 17/12/2024 to 30/01/2025	13,475.00
			Total 348	13,475.00
77	52 - Avon Waste			
	67879	07/02/25	Refuse collection and recycling removal - 7/02/25	2,910.92
			Total 52	2,910.92
78	529 - Wallis Computer Solutions			
	28516	24/02/25	Admin/ Depot- repurpose computers being replaced with new computers	214.50
	28437-2	10/02/25	Admin/ Depot- repurpose computers being replaced with new computers	296.20
			Total 529	510.70
79	53 - The Farmco / Yerecoin Traders			
	129675	20/02/25	Catering for Council Briefing Session 17/02/25	198.00
			Total 53	198.00 L
80	531 - Fulton Hogan Industries Pty Ltd			
	19950962	24/01/25	Depot - supplied of Emulsion - 1000L	1,705.00
			Total 531	1,705.00
81	55 - Landgate			
	398107	18/10/24	Rates - Mining Tenements	9.05
	1434433	02/12/24	Landgate Slip Subscription Services - 2024/2025	2,609.00
	401121	18/10/24	Rates - Rural UV Interim valuation	47.18
			Total 55	2,665.23
82	594 - Dun Direct Pty Ltd			
	1188971	11/02/25	Depot Fuel Supplies - February 2025	13,082.99
			Total 594	13,082.99
83	648 - Officeworks			
	619645887	29/01/25	Emergency Services - (LGGS) Misc Stationery and cleaning supplies + bottled Water + postage - DFES funding	414.58
			Total 648	414.58
84	78 - Team Global Express Pty Ltd			
	394	19/01/25	Depot - Freight Charges	82.04
	395	02/02/25	Depot - Freight Charges	514.46
	393-2	02/02/25	Depot - Freight Charges	3.05
			Total 78	599.55
85	893 - Thomas Culverwell			
	22	25/02/25	Cleaning Gillingarra toilets 03/2/25 to 28/02/25	300.00
			Total 893	300.00 L

Payment Details

			Amount
Payment / Invoice	Date	Description	
86 99 - Country Copiers			
223287	16/01/25	Depot - Photocopier and Scanner Print Costs- 09/12/2024 to 16/01/2025	22.21
223286	16/01/25	Admin - Photocopier and Scanner Print Costs- 09/12/2024 to 16/01/2025	865.45
223569	05/02/25	Depot - Photocopier and Scanner Print Costs- 16/01/2025 to 05/02/2025	25.17
223568	05/02/25	Admin - Photocopier and Scanner Print Costs- 16/1/2025 to 5/02/2025	199.96
		Total 99	1,112.79
		Total EFT00038	186,525.97
EFT Payment - EFT00037			
87 2051 - Ausfab Holdings Pty Ltd t/as Duralite Trailers			
26312	28/01/25	Emergency Sevices - Axle Trailer 3.5T to suit carrying water tank and fire fighting pump	21,945.00
26313	28/01/25	Emergency Services - Axle Trailer 3.5T to suit carrying water tank and fire fighting pump	21,945.00
		Total 2051	43,890.00
		Total EFT00037	43,890.00
		Grand Total - EFT Payment	537,595.60

Payment Details

	Payment / Invoice	Date Description	Amount
Other			
Other - PPIN01320			
88	1065 - Shire of Victoria Plains - credit card		
	CCDCEO FEB 25	14-02-25 Credit card charges - January 2025	
		5-01-25 Bob Jane T Mart - Tyre replacement	549.00
		6-01-25 Bunnings - Showerhead at 15 Lambert	29.97
		7-01-25 7 Eleven - DCEO's vehicle fuel	10.43
		11-01-25 IPAA - Staff training	485.10
		18-01-25 Starlink - Internet 3 units @ Emergency Service	355.00
		22-01-25 Amazon- Cable Floor Strip - Chambers	17.99
		25-01-25 Red Dot - Pedestal Fans	59.98
		27-01-25 Gull Gingin- DCEO vehicle fuel	40.22
		31-01-25 Moora Florist - Flowers for Joan funeral	75.00
		30-01-25 Card fee	4.00
		Total 1065	1,626.69
		Total PPIN01322	1,626.69
Other - PPIN01321			
89	1065 - Shire of Victoria Plains - credit card		
	CCCESM FEB 2025	14-02-25 Credit card charges - January 2025	
		30-01-25 Card fee	4.00
		Total 1065	4.00
		Total PPIN01322	4.00
Other - PPIN01322			
90	1065 - Shire of Victoria Plains - credit card		
	CCWM JAN 2025	14-02-25 Credit card charges - January 2025	
		7-01-25 Atlas - WM vehicle fuel	130.29
		8-01-25 Bunnings - Wall plugs - Depot	11.86
		14-01-25 BP- WM vehicle fuel	101.83
		26-01-25 Geraldton Mowers & Repairs-curaburator & depot workshop consumables	266.50
		29-01-25 BP- WM vehicle fuel	30.00
		30-01-25 Card fee	4.00
		Total 1065	544.48
		Total PPIN01322	544.48
Other - PPIN01324			
91	1065 - Shire of Victoria Plains - credit card		
	CCCEO JANUARY 2025	14/02/25 Credit card charges - January 2025	
		4-01-25 Smart Draw software monthly renewal	881.21
		4-01-25 Smart Draw software monthly renewal international fee	26.44
		10-01-25 BP Greenwood - CEO vehicle fuel	249.94
		14-01-25 The Farmweekly subscription	19.00
		21-01-25 BP Greenwood - CEO vehicle fuel	214.96
		21-01-25 The Western Australian subscription	32.00
		21-01-25 Drop Box subscription	102.00
		21-01-25 Drop Box subscription international fee	3.06
		24-01-25 Flight Centre - National General Assembly	2,977.00
		24-01-25 BP Greenwood - CEO vehicle fuel	132.97
		24-01-25 Readdle Flux subscription	287.95
		24-01-25 Readdle Flux subscription international fee	8.64
		30-01-25 Card fee	4.00
		Total 1065	4,939.17
		Total PPIN01324	4,939.17

Payment Details

	Payment / Invoice	Date Description	Amount
	Other - PPIN01323		
92	1208 - Wright Express Australia Pty Ltd (WEX) 110 JANUARY 2025	14/02/25 Fuel card charges - January 2025	11.00
		Total 1208	11.00
		Total PPIN01323	11.00
	Other - PPIN01295		
93	141 - BENDIGO BANK - GOOMALLING BRANCH BFC 1/2/25	01/02/25 Bank fees - Line Fee	200.00
		Total 141	200.00
		Total PPIN01295	200.00
	Other - PPIN01297		
94	141 - BENDIGO BANK - GOOMALLING BRANCH BCF 1/2/25 BPAY	01/02/25 BPAY Monthly fee	99.44
		Total 141	99.44
		Total PPIN01297	99.44
	Other - PPIN01299		
95	141 - BENDIGO BANK - GOOMALLING BRANCH BFC 3/2/25	03/02/25 Bank fees - De Fees	2.69
		Total 141	2.69
		Total PPIN01299	2.69
	Other - PPIN01314		
96	141 - BENDIGO BANK - GOOMALLING BRANCH BCF 11/02/25	11/02/25 Bank fees - De fees	4.80
		Total 141	4.80
		Total PPIN01314	4.80
	Other - PPIN01325		
97	141 - BENDIGO BANK - GOOMALLING BRANCH BFC TYRO FEB 2025	11/02/25 Bank charges - Tyro Fees	243.38
		Total 141	243.38
		Total PPIN01325	243.38
	Other - PPIN01315		
98	141 - BENDIGO BANK - GOOMALLING BRANCH BCF 12/02/25	12/02/25 Bank charges - De Fees 12/02/25	4.65
		Total 141	4.65
		Total PPIN01315	4.65
	Other - PPIN01316		
99	141 - BENDIGO BANK - GOOMALLING BRANCH BCF 13/02/25	13/02/25 Bank charges - De Fees 13/02/25	0.15
		Total 141	0.15
		Total PPIN01316	0.15
	Other - PPIN01318		
100	141 - BENDIGO BANK - GOOMALLING BRANCH BCF 26/02/25	26/02/25 Bank fees - De Fees 26/02/25	12.60
		Total 141	12.60
		Total PPIN01318	12.60
	Other - PPIN01300		
101	1421 - Shire of Victoria Plains (Department Of Transport) DOT 30/01/25	03/02/25 Transport licensing Transactions 30/1/25	400.00
		Total 1421	400.00
		Total PPIN01300	400.00

Payment Details

	Payment / Invoice	Date Description	Amount
	Other - PPIN01301		
102	1421 - Shire of Victoria Plains (Department Of Transport)		
	DOT 4/02/25	06/02/25 Transport Licensing Transactions 4/2/25	1,030.10
		Total 1421	1,030.10
		Total PPIN01301	1,030.10
	Other - PPIN01302		
103	1421 - Shire of Victoria Plains (Department Of Transport)		
	DOT 4/2/25 & 5/2/25	07/02/25 Transport licensing transactions 4/2/25	62.20
		Total 1421	62.20
		Total PPIN01302	62.20
	Other - PPIN01303		
104	1421 - Shire of Victoria Plains (Department Of Transport)		
	DOT 6/02/25	10/02/25 Transport Licensing Transactions 6/02/25	132.10
		Total 1421	132.10
		Total PPIN01303	132.10
	Other - PPIN01304		
105	1421 - Shire of Victoria Plains (Department Of Transport)		
	DOT 7/02/25	11/02/25 Transport Licensing Transactions 7/2/25	639.90
		Total 1421	639.90
		Total PPIN01304	639.90
	Other - PPIN01305		
106	1421 - Shire of Victoria Plains (Department Of Transport)		
	DOT 11/02/25	13/02/25 Transport Licensing Transactions 11/02/25	60.30
		Total 1421	60.30
		Total PPIN01305	60.30
	Other - PPIN01306		
107	1421 - Shire of Victoria Plains (Department Of Transport)		
	DOT 13/02/25	17/02/25 Transport Licensing Transactions 13/02/25	31.10
		Total 1421	31.10
		Total PPIN01306	31.10
	Other - PPIN01307		
108	1421 - Shire of Victoria Plains (Department Of Transport)		
	DOT 14/02/25	18/02/25 Transport Licensing Transactions 14/02/25	299.15
		Total 1421	299.15
		Total PPIN01307	299.15
	Other - PPIN01308		
109	1421 - Shire of Victoria Plains (Department Of Transport)		
	DOT 17/02/25	19/02/25 Transport licensing transactions 17/02/25	213.50
		Total 1421	213.50
		Total PPIN01308	213.50
	Other - PPIN01309		
110	1421 - Shire of Victoria Plains (Department Of Transport)		
	DOT 19/02/25	21/02/25 Transport licensing transactions 19/02/25	75.30
		Total 1421	75.30
		Total PPIN01309	75.30
	Other - PPIN01310		
111	1421 - Shire of Victoria Plains (Department Of Transport)		
	DOT 21/02/25	25/02/25 Transport licensing transactions 21/02/25	192.90
		Total 1421	192.90
		Total PPIN01310	192.90

Payment Details

	Payment / Invoice	Date Description	Amount
Other - PPIN01311			
112	1421 - Shire of Victoria Plains (Department Of Transport)		
	DOT 24/02/25	26/02/25 Transport licensing transactions 24/02/25	1,515.00
		Total 1421	1,515.00
		Total PPIN01311	1,515.00
Other - PPIN01312			
113	1421 - Shire of Victoria Plains (Department Of Transport)		
	DOT 25/02/25	27/02/25 Transport licensing transactions 25/02/25	1,125.95
		Total 1421	1,125.95
		Total PPIN01312	1,125.95
Other - 2038319547			
114	18 - Synergy		
	2034329463	29/01/25 Electricity charges - 7 Harrington st	248.09
		Total 18	248.09
		Total 2038319547	248.09
Other - PPIN01185			
115	18 - Synergy		
	SYNERGY - 240020510	07/02/25 Streetlights 25/11/2024-24/12/2024	1,477.56
		Total 18	1,477.56
		Total PPIN01185	1,477.56
Other - PPIN01208			
116	18 - Synergy		
	SYNERGY	18/02/25 Electricity charges - Bolgart Playgroup, Bolgart hall, Road Board- 05/11/24 to	885.38
	18/02/25	Total 18	885.38
		Total PPIN01208	885.38
Other - PPIN01210			
117	18 - Synergy		
	174813470 - SYNERGY	20/02/25 Electricity charges - Bolgart Caravan Park- 26/11/24 to 30/01/2025	596.74
		Total 18	596.74
		Total PPIN01210	596.74
Other - PPIN01317			
118	2 - WESTERN AUSTRALIAN TREASURY CORPORATION		
	LOAN 87 - FEB 2025	24/02/25 Loan 87 Plant replacement - repayment	124,663.31
		Total 2	124,663.31
		Total PPIN01317	124,663.31
Other - PPIN01319			
119	2 - WESTERN AUSTRALIAN TREASURY CORPORATION		
	LOAN 84 REPAYMENT	28/02/25 Loan 84 Repayment - Piawaning Water Supply	9,938.62
		Total 2	9,938.62
		Total PPIN01319	9,938.62
Other - PPIN01184			
120	20 - Telstra Corporation Ltd		
	FEB - 1583901424	05/02/25 Mobile phone charges, CCTV, Fire Data - Feb 2025	831.93
		Total 20	831.93
		Total PPIN01184	831.93

Payment Details

	Payment / Invoice	Date	Description	Amount
Other - PPIN01207				
121	20 - Telstra Corporation Ltd 6308146000 - LANDLINES FEB	17/02/25	Depot Ford Ranger - vehicle service 16000km	1,796.98
			Total 20	1,796.98
			Total PPIN01207	1,796.98
Other - PPIN01161				
122	978 - linet Limited 143059895	03/02/25	Bolgart /Mogumber Library Services - Internet	79.98
			Total 978	79.98
			Total PPIN01161	79.98
Other - DD00021				
123	V0001 - SuperStream Cllrg House Vendor			
	PJ000367	12/02/25	Superannuation Contribution and payroll deductions	1,178.71
	PPE12022025	12/02/25	Superannuation Contribution	9,236.36
			Total V0001	10,415.07
			Total DD00021	10,415.07
Other - DD00022				
124	V0001 - SuperStream Cllrg House Vendor			
	PJ000382	26/02/25	Superannuation Contribution and payroll deductions	1,230.05
	PPE26022025	26/02/25	Superannuation Contribution	9,608.96
			Total V0001	10,839.01
			Total DD00022	10,839.01
			Grand Total - Other	175,243.22
Payroll				
125	PJ000367 - Wages EFT			
	PJ000367	12-02-25	Payroll period ending 12/02/2025	57,523.43
			Total PJ000367	57,523.43
			Total PJ000367	57,523.43
Payroll				
126	PJ000382 - Wages EFT			
	PJ000317	26-02-25	Payroll period ending 26/02/2025	61,816.55
			Total PJ000382	61,816.55
			Total PJ000382	61,816.55
			Total - Payroll	119,339.98
			Total - Others/Direct Debits/Payroll	294,583.20

Payment Type	References from - to	\$ Amount
Creditor EFT Payment**	00033- 00035	537,595.60
Creditor Cheque Payments		-
Direct Debit Payment**	PPIN001185 – PPIN01325 DD00021-DD00022	168,117.88
Credit card – Bendigo Bank	PPIN01320	1,626.69
	PPIN01321	4.00
	PPIN01322	544.48
	PPIN01324	4,939.17
Fuel Card – Wrig Express	PPIN01323	11.00
Salaries and Wages EFT	PE12/02/25;PE26/02/25	119,339.98
Trust Payments		-
	TOTAL	832,178.80

Local Spending	\$	%
Local Supplier	43,933.03	5%
Payroll	119,339.98	14%
Total	163,273.01	19%

CONFIRMED

9.2 MONTHLY FINANCIAL STATEMENTS - FEBRUARY 2025

File Reference	
Report Date	17 March 2025
Applicant/Proponent	Shire of Victoria Plains
Officer Disclosure of Interest	Nil
Previous Meeting Reference	Nil
Prepared by	Colin Ashe – Deputy Chief Executive Officer
Senior Officer	Sean Fletcher – Chief Executive Officer
Authorised by	Sean Fletcher – Chief Executive Officer
Attachments	1. Monthly Financial Statements - Feb 25

PURPOSE

To receive the monthly financial statements for the period ending 28 February 2025.

BACKGROUND

Section 6.4 of the Local Government Act 1995 requires a Local Government to prepare financial reports.

The Local Government (Financial Management) Regulations 34 & 35 set out the form and content of the financial reports which have been prepared for the periods as above and are presented to Council for approval.

COMMENT

The financial statement for Feb 25 indicates a reported surplus of \$719,363 as detailed in the Statement of Financial Activity. This has reduced by approximately half from Jan 25 (\$1.4m) indicating the increase in activity as forecast. In summary the variance between the year-to-date (YTD) budget and actual can be attributed to:

- A reduction in operating expenditure as no flood damage work has been undertaken.
- Increase in intersection costs of allocated outside crew wages as an offset.
- Cashflow implications as the shire carries the costs for a number of projects until offsetting income is received which may not be until completion.
- This is reflected by a \$252,104 variance of the YTD budget vs Actuals.

The adjustments from the Budget Review No.2 will not be incorporated into the report until approved by council but likely to in the Mar 25 statements.

NOTES TO ACCOUNT

The following presents a summary and analysis of the key points in the Feb 25 Financial Statements.

Note 1 Net Current Funding Position:

This reflects the liquidity of the shire, calculated as current assets less current liabilities, with necessary adjustments, aligning with the Statement of Financial Activity (Rate Setting Statement) amounting to \$719,363. Of note, the YTD budget forecast should be \$971,467, a **(\$252,104)** difference.

Note 2 Cash and Financial Assets:

The current total cash position balance is \$1,913,641 with an Unrestricted Municipal Bank Balance of \$7,848 and \$1,905,793 in Restricted Cash, the latter comprising:

- \$986,937 in Reserves
- \$918,857 major grant funding received and quarantined (see note 11).

Council should not be alarmed at the small cash balance in the Municipal Fund – this is a snapshot at a point in time however cashflow issues highlighted remain relevant.

Note 4 – Debtors:

An overall (net) balance of \$681,420 of which comprises:

- \$401,343 in rate debtors.
- \$195,483 in sundry debtors primarily MRWA (RRG claim) and DFES reimbursement.

In terms of Rate Debtors, this can be further analysed indicating:

- \$268,641 or 67% on instalments or payment plans.
- \$73,831 or 18% Revaluations net of credits pending interim rates.
- \$17,234 or 4% with or pending Debt Collection.
- \$38,644 or 9% Pensioner Rebates to be claimed.
- An overall collection rate of 91%.

Note 5 Reserves:

Reserve interest is slightly behind the forecast but can be attributed to timing of maturity to the term deposit. There are a number of Reserve transfers still to occur and this will be held off as long as possible to ensure the maximum interest is received.

Note 7 – Capital Program

Capital expenditure progressed during Feb 25 across all activities particularly road construction as programmed in the first 3-4 months of 2025. Council should expect a significant financial impact once invoices are received and processed. Specifically for Feb 25;

- 2 x Trailers with Water Tanks and Pumps were completed.
- R2R progressed on the Calingiri – New Norcia sections - \$104,760.
- Intersection project had minimal cost incurred and now \$468,746 has been expended.
- A total of \$915,331 has been spent for Road Construction, doubling what it was in Jan 25.
- Progress is being made on LRCI funded projects such as oval lighting and office works.

Note 10 – Grants and Subsidies

The initial claim for RRG amounts of \$288,000 and for R2R of \$414,730 have been received. Additionally, funding from WSNF has been received with a request for over expenditure being

approved at the steering committee on 21 Feb 25. This has been budgeted and will be funded through the Municipal Account due to under expenditure in previous sections where a credit note was issued from the shire to MRWA.

This note further illustrates the cashflow implications of a \$533,018 variance of the YTD budget vs actuals.

Note 11 – Restricted Funds

Funding allocated for road projects and other infrastructure initiatives is supported by Restricted Cash with (\$9,025) requiring to be transferred from the Municipal Account as part of the true up.

Note 12 – LRCI Program

Demonstrated progress is being made in the LRCI program and similar to the Road Construction, Council should expect expenditure to occur in bulk within the next few months.

Note 14 – Material Variances

Some details have been provided with greater granularity to occur as part of the budget review process.

CONSULTATION

DCEO

STATUTORY CONTEXT

Local Government (Financial Management) Regulations 1996 –

- r.34 – financial activity statement required each month and details of what is to be included.

CORPORATE CONTEXT

Delegations Register –

Section 3 – Financial Management

Strategic Business Plan/Corporate Business Plan

STRATEGIC PRIORITIES		WE KNOW WE ARE SUCCEEDING WHEN	
4. CIVIC LEADERSHIP			
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		

Delegation

Nil

Policy Implications

Policy Manual –

- 3 Financial Management

Other Corporate Document

Nil

Risk Analysis

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Compliance	Extreme (5) Non-compliance results in litigation, criminal charges or significant damages or penalties to Shire/Officers	Unlikely (2) The event could occur at some time	High (10)	Senior Management Team / CEO Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring	Policies and processes including preparation by Finance staff ensure that the residual risk is moderate.

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

Officer Recommendation / Council Resolution OCM2503-012**Moved:** Cr S Woods**Seconded:** Cr D LovelockThat Council **RECEIVE** the 28 February 2025 Monthly Financial Statements as presented.**CARRIED BY UNANIMOUS DECISION OF COUNCIL***Voted For:* Cr P Bantock, Cr S Woods, Cr D Lovelock, Cr S Penn and Cr R Johnson*Voted Against:* Nil*The Shire CEO returned to the meeting at 2.27pm.*



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SHIRE OF VICTORIA PLAINS

MONTHLY FINANCIAL REPORT

For the Period Ending 28 February 2025

CONFIRMED

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

SHIRE OF VICTORIA PLAINS
MONTHLY FINANCIAL REPORT
For the Period Ending 28 February 2025
[CONTENTS PAGE](#)

Financial Statements

Statement of Comprehensive Income by Program
Statement of Financial Activity by Rates
Statement of Financial Position

Notes to the Statement of Financial Activity

Net Current Funding Position	Note 1
Cash and Investments	Note 2
Trust Fund	Note 3
Receivables	Note 4
Cash Backed Reserves	Note 5
Capital Disposals	Note 6
Capital Acquisitions	Note 7
Information on Borrowings	Note 8
Payables	Note 9
Grants and Contributions	Note 10
Restricted Funding	Note 11
LRCI Report	Note 12
Bush Fire Brigade	Note 13
Material Variance Explanations	Note 14
Budget Amendment	Note 15

SHIRE OF VICTORIA PLAINS
STATEMENT OF COMPREHENSIVE INCOME
For the Period Ending 28 February 2025
BY PROGRAM

	Annual Budget	Amended Budget	YTD Budget	YTD Actual
Note	\$		\$	\$
Revenue				
General Purpose Funding	5,294,176	5,281,282	4,099,260	4,074,808
Governance	92,000	92,000	61,333	33,660
Law, Order & Public Safety	530,862	535,703	116,371	178,897
Health	350	350	204	-
Educations & Welfare	30,000	30,000	30,000	12,750
Housing	138,160	138,160	131,722	45,400
Community Amenities	389,544	389,544	178,741	132,217
Recreation & Culture	240,933	240,933	27,847	27,847
Transport	4,363,357	4,158,096	2,083,410	1,703,474
Economic Services	3,119,398	3,289,889	105,133	105,133
Other Property & Services	26,000	26,000	26,000	68,719
	14,224,780	14,181,957	6,860,022	6,382,905
Expenses				
General Purpose Funding	(185,336)	(185,336)	(123,557)	(141,770)
Governance	(548,277)	(612,777)	(408,518)	(413,022)
Law, Order & Public Safety	(984,493)	(981,252)	(654,168)	(822,277)
Health	(152,808)	(152,808)	(101,872)	(122,426)
Educations & Welfare	(139,842)	(145,842)	(97,228)	(156,456)
Housing	(330,414)	(330,414)	(220,276)	(201,734)
Community Amenities	(715,150)	(706,150)	(470,767)	(413,004)
Recreation & Culture	(733,720)	(733,720)	(489,147)	(411,360)
Transport	(5,131,358)	(5,131,358)	(3,116,907)	(2,900,586)
Economic Services	(416,698)	(428,698)	(285,799)	(232,940)
Other Property & Services	(70,140)	(70,140)	(46,760)	12,685
	(9,408,236)	(9,478,495)	(6,014,999)	(5,802,891)
Net Result for the period	4,816,544	4,703,462	845,023	580,015

SHIRE OF VICTORIA PLAINS
STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

	Note	Annual Budget \$	Amended Budget	YTD Budget	YTD Actual \$
Opening Funding Surplus / (Deficit)		379,199	348,239	379,199	100,993
Revenue from Operating Activities					
Rates		3,851,656	3,838,762	3,838,762	3,898,845
Grants, subsidies and contributions	10b	2,860,949	2,865,790	535,814	589,458
Fees and charges		230,452	230,452	216,430	198,382
Interest Revenue		100,220	100,220	58,462	52,074
Other revenue		199,012	199,012	116,090	85,446
Profit on disposal of assets	6b	33,998	33,998	33,998	31,253
		7,276,287	7,268,234	4,799,556	4,855,457
Expenditure from Operating Activities					
Employee costs		(2,574,296)	(2,574,296)	(1,716,197)	(1,435,693)
Materials and contracts		(2,882,442)	(2,940,701)	(1,960,467)	(1,992,550)
Utility charges		(132,890)	(132,890)	(88,593)	(67,836)
Depreciation on non-current assets		(3,426,037)	(3,426,037)	(1,865,551)	(1,865,551)
Finance Costs (Interest)		(61,146)	(61,146)	(40,764)	(43,503)
Insurance expenses		(217,133)	(217,133)	(217,133)	(261,997)
Other expenditure		(72,800)	(84,800)	(84,800)	(84,107)
Loss on disposal of assets	6b	(41,492)	(41,492)	(41,492)	(51,652)
		(9,408,236)	(9,478,495)	(6,014,998)	(5,802,891)
Excluded Non-cash Operating Activities					
Depreciation and amortisation		3,426,037	3,426,037	1,865,551	1,865,551
(Profit) / loss on asset disposal	6b	7,494	(7,494)	7,494	20,399
Provision for Doubtful Debts		-	-	-	-
Employee related provisions		-	-	-	-
Accruals		-	-	-	-
Net Amount from Operating Activities		1,301,582	1,208,282	657,603	938,517
Investing Activities					
Capital Grants, subsidies and contributions	10a	6,948,492	6,913,722	2,060,466	1,527,448
Proceeds from disposal of assets	6b	198,000	198,000	136,443	136,443
Land and buildings	7	(3,124,000)	(3,124,000)	(65,840)	(65,840)
Plant and equipment	7	(891,500)	(891,500)	(380,052)	(380,052)
Furniture and equipment	7	(48,000)	(48,000)	(11,500)	(11,500)
Infrastructure - roads	7	(3,896,504)	(3,588,627)	(915,331)	(915,331)
Infrastructure - other	7	(684,941)	(936,993)	(367,717)	(367,717)
Net Amount from Investing Activities		(1,498,453)	(1,477,398)	456,470	(76,548)
Financing Activities					
Repayment of Long Term Borrowings	8	(278,295)	(278,295)	(236,277)	(236,277)
Proceeds from Self Supporting Loans	8	22,706	22,706	10,693	10,693
Transfer to reserves	8	(291,737)	(291,737)	(18,014)	(18,014)
Transfer from reserves	5	380,000	380,000	-	-
Net Amount from Financing Activities		(167,326)	(167,326)	(243,598)	(243,598)
MOVEMENT IN SURPLUS OR DEFICIT					
Surplus or deficit at the start of the financial year		379,199	348,239	100,993	100,993
Amount attributable to operating activities		1,301,582	1,208,282	657,603	938,517
Amount attributable to investing activities		(1,498,453)	(1,477,398)	456,470	(76,548)
Amount attributable to financing activities		(167,326)	(167,326)	(243,598)	(243,598)
Surplus or deficit at the end of the financial year		15,002	(88,203)	971,467	719,363

SHIRE OF VICTORIA PLAINS
STATEMENT OF FINANCIAL POSITION
For the Period Ending 28 February 2025

	Note	2025 \$	2024 \$
CURRENT ASSETS			
Cash and cash equivalents	2	926,704	937,235
Trade and other receivables	4a	681,420	231,233
Other financial assets	2	986,937	868,683
Inventories		43,001	21,273
Other assets		97,765	259,781
TOTAL CURRENT ASSETS		2,735,826	2,318,205
NON-CURRENT ASSETS			
Trade and other receivables	4b	13,410	13,409
Other financial assets		160,448	160,448
Work in Progress		1,544,818	-
Property, plant and equipment		12,337,025	12,596,965
Infrastructure		125,960,692	127,527,523
TOTAL NON-CURRENT ASSETS		140,016,394	140,298,345
TOTAL ASSETS		142,752,220	142,616,550
CURRENT LIABILITIES			
Trade and other payables	9a	325,715	335,868
Other liabilities	9b	643,461	693,156
Borrowings	8	44,010	305,533
Employee related provisions		71,593	194,568
TOTAL CURRENT LIABILITIES		1,084,779	1,529,125
NON-CURRENT LIABILITIES			
Borrowings	8	1,302,764	1,302,764
Employee related provisions		56,776	56,776
TOTAL NON-CURRENT LIABILITIES		1,359,540	1,359,540
TOTAL LIABILITIES		2,444,319	2,888,665
NET ASSETS		140,307,901	139,727,885
EQUITY			
Retained surplus		16,059,793	16,059,793
Net Result - Comprehensive Income		580,015	
Transfer to /from Reserves	5	(18,014)	
Reserve accounts	5	986,936	968,922
Revaluation surplus		122,699,170	122,699,170
TOTAL EQUITY		140,307,901	139,727,885

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

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

I. Net Current Funding Position

	Note	Current Month 28 Feb 25	Prior Year Closing 30 Jun 24
Current Assets		\$	\$
Cash and cash equivalents	2	926,704	812,298
Trade and other receivables	4a	681,420	231,233
Reserves		986,936	968,922
Self Supporting Loan Debtor		9,863	24,698
Inventories		43,001	21,273
Other assets		87,902	259,781
Total Current Assets		2,735,826	2,318,205
Current Liabilities			
Trade and other payables		(325,715)	(335,868)
Other liabilities		(643,461)	(693,156)
Borrowings		(44,010)	(305,533)
Employee related provisions		(71,593)	(194,568)
Total Current Liabilities		(1,084,779)	(1,529,125)
Less: cash reserves	5	(986,936)	(968,922)
Less: Self-supporting loan		(9,863)	(24,698)
Add: Bonds and Deposits		21,105	
Add: loan principal (current)		44,010	305,533
Net Funding Position - Surplus / (Deficit)		\$ 719,363	\$ 100,993

SHIRE OF VICTORIA PLAINS
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 for the Period Ending 28 February 2025

Note 2

Cash and Financial Assets

Description	Unrestricted \$	Restricted \$	Total Cash \$	Institution	Interest Rate	Maturity Date
Cash on hand						
Petty Cash Float	700		700	Bendigo Bank	na	na
Municipal Funds Bank A/c	7,148		7,148	Bendigo Bank	0.00%	na
Muni Savings - Restricted Funding		918,857	918,857	Bendigo Bank	1.25%	na
Subtotal	7,848	918,857	926,704			
Financial Assets at Amortised Cost						
Reserve Savings Bank Account		126,072	126,072	Bendigo Bank	1.25%	na
Reserves - Term Deposits		860,864	860,864	Bendigo Bank	4.00%	5/06/2025
Self supporting loans receivable						
Subtotal	0	986,937	986,937			
Total Cash and Financial Assets	7,848	1,905,793	1,913,641			

Note 3

Trust Fund

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

Description	Opening Balance 01 Jul 23 \$	Amount Received \$	Amount Paid \$	Closing Balance 28 Feb 25 \$
Other	-	-	-	-
Total Funds in Trust	-	-	-	-

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

Note 4

Debtors

Current Assets

(a) Trade and other Receivables

	28 Feb 25	30 Jun 24
	\$	\$
Rates and statutory receivables	401,343	36,344
Sundry Debtors (Trade Receivable)	195,483	209,130
Receipting Suspense	-	-
GST Receivable	108,840	5,885
Allowance for Bad Debts	(24,246)	(24,275)
Receivables - Employee Provisions	-	4,239
Total	681,420	231,323

General Receivables - Trade Receivables

	28 Feb 25	30 Jun 24
	\$	\$
Current	170,468	134,361
30 Days*	21,473	58,448
60 Days	3,601	0
90+ Days	(58)	4,099
Total General Receivables Outstanding	195,483	196,908

Rates Analysis

Closing balances - prior year	36,344	72,987
Prepaid / Unallocated Rates	-	(31,280)
All Rates levied this year	3,898,845	3,440,303
Closing balances - current month	(401,343)	(36,344)
Total Rates Collected to Date	3,533,846	3,445,666

Instalments	246,689	
Adhoc Payment Arrangement	21,952	9,552
Debt Collection with AMPAC	17,234	24,943
Debt Collection - 7 day letters	-	-
Current Pensioners	38,644	1,927
Revaluations	97,438	
Credits	(23,607)	(29,698)
To investigate	2,428	
Small amounts	564	663
Total	401,343	7,387

(b) Non-Current Assets

Deferred Rates	13,410	10,996
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SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

Note 5
Cash Reserves

Reserve	Opening Balance 1/07/2024	Transfer From		Interest Received		Transfer To		Closing Balance	
		Actual 24/25	Budget 24/25	Actual 24/25	Budget 24/25	Actual 24/25	Budget 24/25	Actual 28/02/2025	Budget 30/06/2025
Long Service Leave	4,682			88	186		8,000	4,770	12,868
Plant	296,712		(280,000)	5,565	11,775		95,285	302,277	123,772
Housing	148,953			2,794	5,911		-	151,747	154,864
Sewerage Scheme - Calingiri	51,712			984	2,052		-	52,696	53,764
Refuse Site	265,511			4,980	10,537		-	270,491	276,048
Building Maintenance	66,948			1,250	2,657		-	68,198	69,605
Infrastructure	96,924			1,808	3,846		-	98,732	100,770
Gymnasium	7,750			145	308		-	7,895	8,058
Sewerage Scheme - Yerecoin	22,102			400	877		-	22,502	22,979
Unallocated Monies	7,628	-	-	-	303		-	7,628	7,931
Shires Grant Reserve			(100,000)		-		150,000	-	50,000
Total	968,922	-	(380,000)	18,014	38,452	-	253,285	986,936	880,659

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

Note 5

Cash Reserves Cont'd

Objective of Reserves

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve Name	Term	Purpose
Long Service Leave	Ongoing	to be used to fund annual and long service leave requirements
Plant	Ongoing	to be used for the purchase of major plant
Housing	Ongoing	to be used for the procurement of staff housing
Sewerage Scheme - Calingiri	Ongoing	to be used to maintain and improve the Calingiri sewerage scheme
Refuse Site	Ongoing	to be used to fund future refuse site development
Building Maintenance	Ongoing	to be used for the long term maintenance of Shire buildings
Infrastructure	Ongoing	to be used for future infrastructure development to ensure long term Shire sustainability
Gymnasium	Ongoing	to be used for future purchases and replacement of gymnasium equipment
Sewerage Scheme - Yerecoin	Ongoing	to be used to maintain and improve the Yerecoin sewerage scheme
Unallocated Monies	Ongoing	future refund or allocation once identified or transferred to shire general revenue after statutory period expiry.

The reserves are not expected to be used within a set period and further transfers to the reserve accounts are expected as funds are utilised.
 There are no reserves restricted by legislation.

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

Note 6

Disposals

Note 6a

Class of Asset & Program	Proceeds from Sale		Cost of Replacement Asset		Net Cost for Change Over	
	Actual	Budget \$	Actual	Budget \$	Actual	Budget \$
	24/25	24/25	24/25	24/25	24/25	24/25
Plant & Equipment						
Transport						
PE098 - Single Axle Trailer Set with Pump		1,500	19,950	20,000	19,950	18,500
PDFES2 - Single Axle Trailer Set up Pump		1,500	19,950	20,000	19,950	18,500
PLR12 - Kubota Track Loader	85,971	100,000	184,450	178,000	98,479	78,000
PTK17 - 2007 Hino 9T Tip Truck - VP42		30,000	-	290,000	-	260,000
PTK21 - Hino 300 Service Truck - VP48		25,000	-	165,000	-	140,000
PTL12 - Bobcat Trailer Single Axle Semi - VP3513		10,000	46,000	46,000	46,000	36,000
PWV67 - CESM Vehicle	17,037			-		-
PWV64 - 2020 Toyota Hilux	33,435	30,000	62,372	68,000	28,937	38,000
Totals	\$ 136,443	\$ 198,000	\$ 332,722	\$ 787,000	\$ 213,316	\$ 589,000

Note 6b

Profit and Loss on Disposals for the Year 2024/25

Plant & Equipment	Proceeds from Sale		Written Down Value		Profit/(Loss) on Disposal	
	Actual	Budget \$	Actual	Budget \$	Actual	Budget \$
	24/25	24/25	24/25	24/25	24/25	24/25
Transport						
PE098 - Single Axle Trailer Set with Pump		1,500		-	-	1,500
PDFES2 - Single Axle Trailer Set up Pump		1,500		-	-	1,500
PLR12 - Kubota Track Loader	85,971	100,000	124,229	127,525	(38,258)	(27,525)
PTK17 - 2007 Hino 9T Tip Truck - VP42		30,000		37,372	-	(7,372)
PTK21 - Hino 300 Service Truck - VP48		25,000	-	18,469	-	6,531
PTL12 - Bobcat Trailer Single Axle Semi - VP3513		10,000	-	16,595	-	(6,595)
PWV67 - CESM Vehicle	17,037	-	30,431	-	(13,394)	-
PWV64 - 2020 Toyota Hilux	33,435	30,000	2,182	5,533	31,253	24,467
TOTALS	136,443	198,000	156,842	205,494	(20,399)	(10,494)

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

Note 7

Acquisition/Construction of Assets

Program/Sub-program	Non-Infrastructure						Infrastructure				TOTAL	
	Land & Buildings		Plant & Equipment		Furniture & Equipment		Roads		Other		Actual (24/25)	Budget (24/25)
	Actual (24/25)	Budget (24/25)	Actual (24/25)	Budget (24/25)	Actual (24/25)	Budget (23/24)	Actual (24/25)	Budget (24/25)	Actual (24/25)	Budget (24/25)		
Governance												
Admin Office Carpark	18,455	35,000			-						18,455	35,000
Law, Order & Public Safety												
Animal Pound / Shelter						35,000					-	35,000
Housing												
Staff Housing Development	39,615	67,000									39,615	67,000
13 Lambert - Flooring		7,000									-	7,000
16 Yulgering - Air Conditioner					11,500						11,500	-
Staff Housing Fencing	7,770	30,000									7,770	30,000
Community Amenities												
Cemetery Shelter - Calingiri									2,166	20,000	2,166	20,000
Waste Sorting Facility									128,632	135,000	128,632	135,000
E-Waste Transfer Station									38,633	75,707	38,633	75,707
Yerecoin Obelisk 100th										10,000	-	10,000
Bolgart Refuse Site Monitoring Bore									25,204	30,000	25,204	30,000
Recreation and Culture												
Hockey Goals						8,000					-	8,000
Netball Scoreboard						5,000					-	5,000
Calingiri Sportsground Lighting									18,300	77,000	18,300	77,000
Calingiri Youth Park										15,000	-	15,000
Bolgart Skatepark										5,000	-	5,000
Mogumber Cricket Pitch									17,933	15,000	17,933	15,000
Calingiri Playground Equipment										30,000	-	30,000
Mogumber Hall Toilets		60,000									-	60,000
Mogumber Hall Locks		10,000									-	10,000
Transport												
Single Axle Trailer Set with Pump - ITIY210			19,950	20,000							19,950	20,000
Single Axle Trailer set up Pump - ITCB938			19,950	20,000							19,950	20,000
Kubota Track Loader			184,450	178,000							184,450	178,000
Hino 9T Tip Truck - VP42				290,000							-	290,000
Hino 300 Series 617 Service Truck - VP48				165,000							-	165,000
Howard Porter DFD45R Drop Deck Trailer			8,140	40,000							8,140	40,000
Bobcat Trailer Single Axle Semi			46,000	46,000							46,000	46,000
Depot Utility			62,372	68,000							62,372	68,000
Tandem Dolly			18,182	40,000							18,182	40,000
EV Charging Stations									11,852	15,000	11,852	15,000
Depot Wash Down Bay			7,258	8,500							7,258	8,500
Fogger			5,770	6,000							5,770	6,000
Depot Carpark		15,000									-	15,000
Temporary Fencing									7,625	12,000	7,625	12,000
Back Up Generators			7,980	10,000							7,980	10,000
Footpaths									37,730	45,000	37,730	45,000
Truck Parking Bay - Yerecoin									8,500	30,000	8,500	30,000
Infrastructure - R2R											-	-

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

Note 7

Acquisition/Construction of Assets

Program/Sub-program	Non-Infrastructure						Infrastructure				TOTAL	
	Land & Buildings		Plant & Equipment		Furniture & Equipment		Roads		Other		Actual (24/25)	Budget (24/25)
	Actual (24/25)	Budget (24/25)	Actual (24/25)	Budget (24/25)	Actual (24/25)	Budget (23/24)	Actual (24/25)	Budget (24/25)	Actual (24/25)	Budget (24/25)		
Toodyay - Bindi Bindi Rd Shoulder Binding							100,000	105,250			100,000	105,250
Gouge Rd - Clearing Vegetation							83,980	100,000			83,980	100,000
Bolgart East Rd Seal - renewal								74,250			-	74,250
Poincare St - Seal renewal								60,000			-	60,000
Cavell St and Haig Intersection								10,000			-	10,000
Calingiri New Norcia Rd - reconstruction							104,760	243,008			104,760	243,008
Toodyay Bindi Bindi Rd - reconstruction							13,000	13,980			13,000	13,980
MRWA / AGLIME (CBH)												
Calingiri - New Norcia Road Intersection							468,746	470,000			468,746	470,000
Toodyay - Bindi Bindi Rd Nth (RRG)							26,944	772,109			26,944	772,109
WSFN											-	-
Mogumber-Yarawindah - shire								182,160			-	182,160
Mogumber-Yarawindah Rd - Geo Tech								103,000			-	103,000
Calingiri-New Norcia Road - Geo Tech							90,508	159,093			90,508	159,093
Mogumber-Yarawindah Rd							27,393	1,300,750			27,393	1,300,750
Economic Services												
Bolgart Caravan Park										10,000	-	10,000
Water Supply - Gillingarra										130,000	-	130,000
Piawaning Desalination Bore / Plant									26,142	24,444	26,142	24,444
Edmond Street Concept Plan		2,900,000									-	2,900,000
Calingiri Caravan Park									-	10,000	-	10,000
Water Tank Upgrades - Goudge / Parker Rd									45,000	111,925	45,000	111,925
Bore Development - Goudge / Parker Rd										130,944	-	130,944
Totals	65,840	3,124,000	380,052	891,500	11,500	48,000	915,331	3,593,600	367,717	932,020	1,740,440	8,589,120
	TOTAL NON-INFRASTRUCTURE						TOTAL INFRASTRUCTURE					
	completed											
					457,392	4,063,500			1,283,048	4,525,620		

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

Note 8

[Loan Funding](#)

Loan Details		Amount Outstanding 1/07/2024	Interest Repayments Actual 24/25 Budget 24/25		Principal Repayments Actual 24/25 Budget 24/25		Principal Outstanding 28/02/2025
No.							
Self Supporting Loans							
83	Calingiri Football Club	122,768	4,443	6,093	10,693	22,706	112,075
Other Loans							
84	Piawaning Water Supply	49,523	673	1,076	17,952	18,801	31,571
85	Grader and Roller	100,596	227	771	20,041	40,167	80,555
87	Plant Replacement	1,335,410	33,308	52,706	187,591	196,621	1,147,819
	Market Value Adjustment						
Total		1,608,297	38,650	60,646	236,277	278,295	1,372,020

Current Loan Liability	305,533
Non-Current Loan Liability	1,302,764
Total Loan Liability	1,608,297

44,010
1,302,764
1,372,020

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

Note 9

9a Payables

	2025	2024
Current	\$	\$
Sundry creditors	250,703	126,044
Accrued Salaries & Wages	0	-
ATO liabilities	51,165	-
Bonds and deposits held	18,998	39,158
Insurance/BSL Clearing /Roundoff	4,849	
Accrued Expenses	-	2,910
	<u>325,715</u>	<u>168,111</u>

9b Other Liabilities

	2025	2024
Current	\$	\$
Contract Liabilities	643,461	693,156
	<u>643,461</u>	<u>693,156</u>

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

Note 10

a) Capital Grants, Subsidies and Contributions

	Annual Budget \$	Amended Budget	YTD Budget \$	YTD Revenue Actual \$	Variance YTD vs Actual \$
Governance					
LRCIP Ph4 -Admin Office Carpark and Walkway	35,000	35,000	35,000		35,000
Law, Order and Public Safety					-
Animal Shelter	35,000	35,000			-
Community Amenities					-
E-Waste Infrastructure Grant	75,242	75,242	21,320	21,320	-
Waste Sorted Infrastructure Grant(WSGI)	135,000	135,000	-		-
LRCIP Ph4 - Bolgart Tip Monitoring Bore	30,000	30,000	25,204		25,204
LRCIP Ph4 - Calingiri Cemetery Shelter, Yerecoin Obelisk	30,000	30,000			-
Housing					-
Grant - Staff Housing	67,000	67,000	39,615		39,615
Recreation					-
LRCIP Ph4 - Mogumber Toilets and Hall Ceiling	70,000	70,000			-
LRCIP Ph4 - SRMP	135,000	135,000			-
Calingiri Progress Association / Other Grants - Playground Equip	20,000	20,000			-
Economic Services					-
Precinct Fund- Edmond Street Concept Plan	2,900,000	2,900,000			-
Plawaning Desalination Bore/Plant	9,858	9,858	9,858	10,667	(809)
LRCIP Ph4 - Caravan Parks	20,000	20,000			-
DWER - Goudge Parker Rd Bore Redevelopment	-	78,347	27,643	27,643	-
DWER - Goudge Parker Road Water Tanks	-	92,144	36,171	36,171	-
DWER - Gillingarra Water Supply	100,000	100,000			-
Transport					-
Govt Grant - Regional Roads	720,000	720,000	411,792	411,792	-
Govt Grant - R2R	606,474	606,474	414,730	414,730	-
Govt Grant - EV Infrastructure	5,395	5,395			-
AG Lime Route 2 - Other Contributions, E.G. CBH	300,000	300,000	300,000		300,000
AG Lime Route R4R CLGF Grants MRWA	169,008	169,008	169,008		169,008
LRCIP Ph4 -Depot Carpark	15,000	15,000			-
WSFN Funding	1,379,378	1,379,378	513,988	513,988	-
NDRR Grant- Skidsteer	91,137	91,137	91,137	91,137	-
TOTAL	6,948,492	7,118,983	2,060,466	1,527,448	533,018

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

b) Operating Grants, Subsidies and Contributions

	Annual Budget \$	Amended Budget \$	YTD Budget \$	YTD Revenue Actual \$	Variance YTD vs Actual \$
General Purpose Funding					
Financial Assistance Grants - General	657,783	657,783	78,292	78,292	-
Financial Assistance Grants - Local Roads	680,909	680,909	66,127	66,127	-
Governance					
Traineeship Grant- Dept of Training	48,000	48,000			-
Law and Public Order					
DFES Operating Grant	165,000	165,000	96,639	96,639	-
CESM Contribution			-	62,525	(62,525)
Grant - Mitigation Activity Fund	164,000	164,000	82,000	32,638	49,362
Education and Welfare					
Grants/contributions to Community Development Programs*	30,000	30,000	30,000	36,929	(6,929)
Recreation and Culture					
Grant - State Library ICT Grant	5,000	5,000	-		-
Economic Services					
Community Water Supply Program	67,290	67,290			-
Transport					
Govt Grant - Flood Damage	818,800	818,800			-
Govt Grant - Direct	182,755	182,755	182,755	216,307	(33,552)
Road & Footpath Maintenance	41,412	41,412			
TOTAL	2,860,949	2,860,949	535,814	589,458	(53,644)

Supplementary Information on Grants and Contributions*

Successful Funding Grant Applications

Grants/contributions to Community Development Programs

	Annual Budget \$	YTD Revenue Actual \$
Traineeship	30,000	1,275
Mogumber Library Laptop		3,286
Strategic Water Plan		13,458
Mobile Water Tank		6,160
Australia Day		12,000
COTA Seniors Week		750
TOTAL	30,000	36,929

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

Note 11

Restricted Funding

		PROJECT		PROJECT		BALANCE					
ACCOUNT NAME	DESCRIPTION			1/07/2024	RECEIPTS	COSTS	28/02/2025	CASH BACKED			
WSFN	Geotechnical Investigation	\$	200,000	\$	33,760	\$	90,508	\$	(56,748)		
LRCI	LRCI Ph4	\$	381,412	\$	228,847	\$	90,038	\$	138,809		
LRCI	LRCI Ph4B	\$	220,007	\$	(88,002)			\$	(88,002)		
	E-Waste Infrastructure	\$	246,260	\$	21,320	\$	21,320	\$	(0)		
	Traineeship Grant	\$	-	\$	38,000			\$	38,000		
	Waste Sorting Grant	\$	-	\$	135,000	\$	128,632	\$	6,368		
	WDC Housing Prospectus			\$	10,000			\$	10,000		
	DWER - Goudge Parker Rd Bore Redevelopment				\$	27,643		\$	27,643		
	DWER - Goudge Parker Road Water Tanks				\$	36,171	\$	45,000	\$	(8,829)	
	RRG - Toodyay - Bindi Bindi Rd Nth				\$	288,000	\$	26,944	\$	261,056	
	Roads to Recovery			\$	606,474	\$	414,730	\$	301,740		
	WSFN - Mogumber-Yarawindah Rd				\$	513,988	\$	27,393	\$	486,595	
TOTAL		\$	1,047,679	\$	985,399	\$	1,280,532	\$	731,575	\$	927,882
									Bank Account Balance	\$	918,857
									To be transferred from/to Muni	\$	(9,025)
Cannot claim Ph4B until Ph4 is complete, cash backed is net of both phases											
Project not fully expended so final claim cannot be made - negative amount reflects final amount due											
										\$	918,857

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

Note 12
Local Roads and Community Infrastructure

Local Roads and Community Infrastructure - MONTHLY REPORT								Nominal Funding Allocation		
								Owns Source Expenditure		
Council: Shire of Victoria Plains		Phase: 4								
Approved Projects (Project Name in order listed on Approved Work Schedule)		Total Project Cost (\$)	Approved LRCI Funding Contribution (\$)	LRCI Funding Actual Expenditure (\$)	Total Actual Expenditure	24-25 Expenditure	SOVP own source	Construction Start Date (MM/YY)	Construction Completion Date (MM/YY)	Project status (all projects must be completed prior to lodging a final report)
2	Mogumber Cricket Pitch	\$ 15,000	\$ 15,000	\$ 17,933	\$ 17,933	\$ 17,933	\$ -	Nov-24	Dec-24	
3	Calingiri Sportsground Lighting	\$ 77,000	\$ 77,000	\$ 18,300	\$ 18,300	\$ 18,300	\$ -	Nov-24	Feb-25	
4	Calingiri Youth Open Space	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	Dec-24	Feb-25	
5	Bolgart Skatepark and Basketball refresh	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	Oct-24	Nov-24	
6	Calingiri Playground Equipment	\$ 30,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	Jan-25	Mar-25	
7	Calingiri Shire Administration office Carpark	\$ 35,000	\$ 35,000	\$ 18,455	\$ 18,455	\$ 18,455	\$ -	Oct-24	Nov-24	
8	Calingiri Cemetery Shelter	\$ 20,000	\$ 20,000	\$ 2,166	\$ 2,166	\$ 2,166	\$ -	Nov-24	Feb-25	
9	Mogumber Hall Toilets and Building Locks	\$ 70,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	Oct-24	Jan-25	
10	Bolgart Refuse Site Monitoring Bore	\$ 30,000	\$ 30,000	\$ 25,204	\$ 25,204	\$ 25,204	\$ -	Oct-24	Dec-24	
11	Calingiri Shire Depot Carpark	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	Oct-24	Dec-24	
12	Bolgart Footpath Network	\$ 20,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000	Feb-25	Apr-25	
13	Calingiri Back up Generators	\$ 10,000	\$ 10,000	\$ 7,980	\$ 7,980	\$ 7,980	\$ -	Nov-24	Feb-25	
14	Shire of Victoria Plains Boundary Entry Signage	\$ 41,412	\$ 41,412	\$ -	\$ -	\$ -	\$ -	Sep-24	Apr-25	
15	Yerecoin Centenary Obelisk / Plaque	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	Oct-24	Jan-25	
16	Calingiri Sportsground Hockey Goals	\$ 8,000	\$ 8,000	\$ -	\$ -	\$ -	\$ -	Jan-25	Feb-25	
17	Calingiri Sportsground Netball scoreboard	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	Jan-25	Feb-25	
18	Calingiri In Vehicle and Fixed Satellite Internet Capability	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	Oct-24	Dec-24	
	TOTAL	\$ 411,412	\$ 381,412	\$ 90,038	\$ 90,038	\$ 90,038	\$ 10,000			

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 31 December 2024

Note 12 Cont'd
Local Roads and Community Infrastructure

Local Roads and Community Infrastructure - MONTHLY REPORT								Nominal Funding Allocation	
								Owns Source Expenditure	
Council: Shire of Victoria Plains		Phase: 4B							
Approved Projects (Project Name in order listed on Approved Work Schedule)	Total Project Cost (\$)	Approved LRCI Funding Contribution (\$)	LRCI Funding Actual Expenditure (\$)	Total Actual Expenditure	24-25 Expenditure	SOVP own source	Construction Start Date (MM/YY)	Construction Completion Date (MM/YY)	Project status (all projects must be completed prior to lodging a final report)
1	Piawanning – Waddington Rd	\$ 86,662	\$ 86,662	\$ 86,662	\$ 86,662	\$ 86,662	\$ -	Nov-23	Feb-24 Completed
2	Gillingarra-Glentromie Rd	\$ 41,365	\$ 41,365	\$ 47,640	\$ 47,640	\$ 47,640	\$ -	Nov-23	Feb-24 Completed
3	Gillingarra-New Norcia Rd	\$ 67,255	\$ 67,255	\$ 67,255	\$ 67,255	\$ 67,255	\$ -	Nov-23	Feb-24 Completed
4	Goomalling - New Norcia Rd	\$ 24,725	\$ 24,725	\$ 24,725	\$ 24,725	\$ 24,725	\$ -	Nov-23	Feb-24 Completed
TOTAL		\$ 220,007	\$ 220,007	\$ 226,282	\$ 226,282	\$ 226,282	\$ -		

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

Note 13

Bush Fire Brigade

OPERATING GRANT		
EXPENDITURE ITEM	BUSH FIRE BRIGADE	
	2024/25 Budget	2024/25 Actual
RECURRENT:		
1. Purchase of Plant & Equipment <\$1,500 per item	5,000	3,073
2. Maintenance of Plant and Equipment	5,000	40,438
3. Maintenance of Vehicles/Trailers/Boats	50,000	13,613
4. Maintenance of Land and Buildings	10,000	7,523
5. Clothing and Accessories	45,000	26,156
6. Utilities, Rates and Taxes	10,000	4,855
7. Other Goods and Services	35,000	11,149
8. Insurances	30,000	24,729
Sub Total Recurrent	190,000	\$131,536
NON-RECURRENT:		
9. Purchase of Plant and Equipment \$1,500 to \$5,000 per item	-	6,931
Sub Total Non-Recurrent	-	\$6,931
Total Operating Budget/Actual	190,000	138,467
Variance Between Budget & Actual ^(a)		51,533

SHIRE OF VICTORIA PLAINS
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ending 28 February 2025
 Note 14

Explanation of Material Variances

Variances 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 2024/25 year is \$10,000 and 10%.

Nature or Type Operating Revenues	Var \$	Var %	Var	Timing / Permanent	Explanation of Variance
Grants, Subsidies and Contributions	53,644	10%		Timing	Road Maintenance Direct Grant and various community grants which have exceeded budget
Fees and Charges	(18,049)	(8%)		Permanent	Dog Registrations, staff housing and cemetery fees all under budget
Other Revenue	(30,644)	(26%)		Timing	Timing of invoicing to DFES and Shire of Wongan Ballidu. Mitigation Activity Fund (MAF) funding needs to be invoiced.

Operating Expense

Employee Costs	280,504	16%		Timing	Carrying some vacancies and timing issue on FBT, staff training etc.
Materials and contracts	(32,082)	(2%)		Permanent	Some variations have been captured but the full budget review will provide the detail. Includes contractors, consultants, timing issue on LGGS, MAF
Utility charges	20,757	23%		Timing	Invoicing is not linear and includes some charges relating to 23-24
Insurance Expenses	(44,864)	(21%)		Permanent	Lower budget estimates

SHIRE OF VICTORIA PLAINS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ending 28 February 2025

Note 15

Budget Amendments

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

Description	Council Resolution	Adoption Date	Increase in Available Cash \$	Decrease in Available Cash \$	Amended Budget Running Balance \$
Forecast Opening Surplus/(Deficit)	2407-06	Budget Adoption Jul 24			15,003
Budget Review No.1	OCM2411-007	OCM Nov 24		(103,206)	(88,203)
Net Changes			-	(103,206)	(73,200)

CONFIRMED

9.3 COMPLIANCE AUDIT RETURN 2024

File Reference	
Report Date	18 March 2025
Applicant/Proponent	Department of Local Government, Sport and Cultural Industries
Officer Disclosure of Interest	Nil
Previous Meeting Reference	Nil
Prepared by	Ms Candice Watson – PA to the CEO
Senior Officer	Sean Fletcher – Chief Executive Officer
Authorised by	Sean Fletcher – Chief Executive Officer
Attachments	1. Compliance Audit Return - 2024

PURPOSE

That Council adopts the Compliance Audit Return 2024 as recommended by the Audit Committee.

BACKGROUND

It is a requirement of all local governments to complete the Compliance Audit Return by 31 March for the preceding calendar year and submit it to the Department of Local Government, Sports and Cultural industries as part of its regulatory obligations.

The CAR is considered a key internal auditing tool. The questions examined change from year to year.

Once the CAR is reviewed by the Audit Committee, it is then submitted to Council for its consideration. It is then signed by the President and the CEO and then submitted to the Department along with a copy of the Council minutes.

COMMENT

The Compliance Audit Return has been completed for the 2024 year and reviewed by the Audit Committee and is submitted for adoption.

Audit Findings

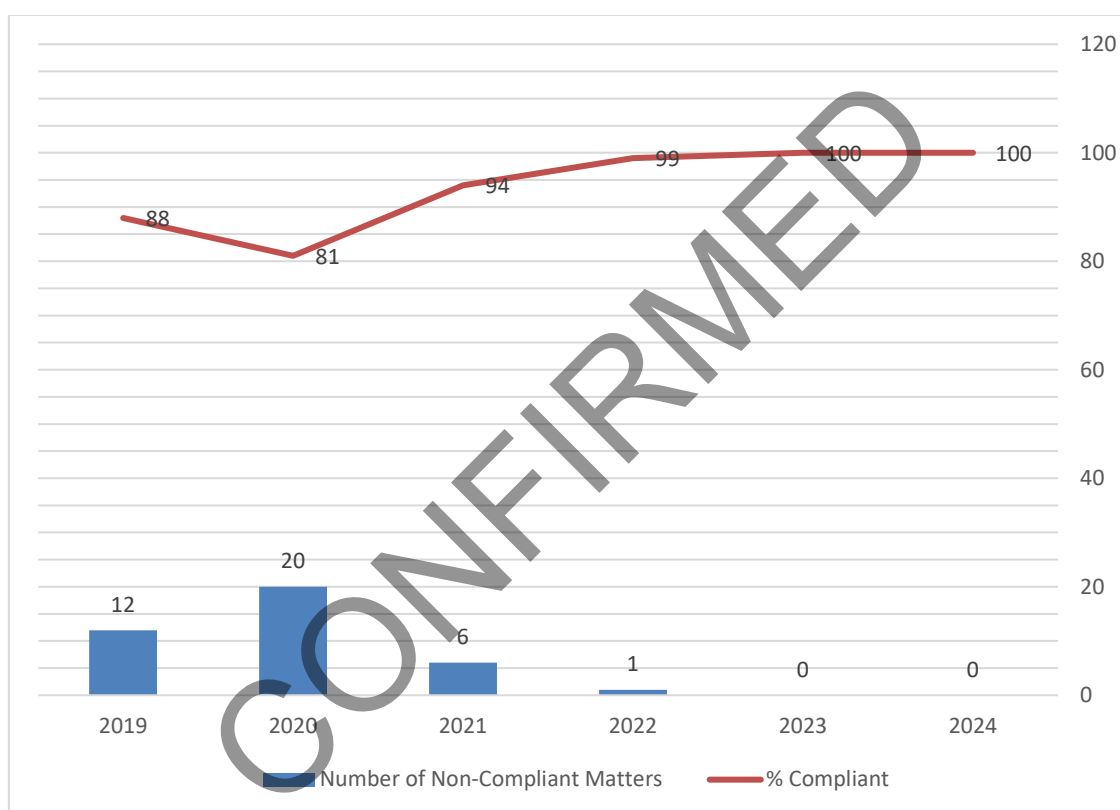
The author, along with the CEO, the Deputy CEO and other key staff reviewed the practices and procedures of the administration, as required under the CAR (Attachment 1). In essence, there was no matters of non-compliance. The following is a summary of the audit findings regarding the CAR for 2024:

Subject	Page	Question of Non-Compliance	Finding Matters of Non-Compliance
Commercial Enterprises by Local Government			
5 questions	1/11	N/A	SoVP did not undertake any such activity for 2024. This was the same for 2019, 2020, 2021, 2022 and 2023
Delegation of Power or Duty			
13 questions	1-2/11		2019 – 4 2020 – 0 2021 – 0 2022 – 1 2023 – 0 2024 – 0
Disclosure of Interests			
21 questions	2-4/11		2019 – 0 2020 – 4 2021 – 2 2022 – 0 2023 – 0 2024 – 0
Disposal of Property			
2 questions	4/11	N/A	No matters of non-compliance.
Elections			
3 questions	5/11		2019 – 0 2020 – 3 2021 – 0 2022 – 0 2023 – 0 2024 – 0

Finance			
7 questions	5-6/11		2019 – 2 2020 – 6 2021 – 2 (11 Questions) 2022 – 0 2023 – 0 2024 - 0
Local Government Employees			
5 questions	6/11		2020 – 0 2021 – 1 (6 Questions) 2022 – 0 2023 – 0 2024 - 0
Official Conduct			
4 questions	7/13		2019 – 0 2020 – 2 2021 – 0 (3 Questions) 2022 – 0 2023 – 0 2024 - 0
Tenders for Providing Goods and Services			
22 questions	7-9/11		2019 – 4 2020 – 1 2021 – 1 (24 Questions) 2022 – 0 2023 – 0 2024 - 0
Integrated Planning and Reporting			
3 questions	10/11		Compliant

Optional Questions			
9 questions	10-11/11		2019 – 0 2020 – 3 2021 – 0 2022 – 0 2023 – 0 2024 - 0

Summary of Non-Compliance by Year



CONSULTATION

Mr Sean Fletcher, Chief Executive Officer

Mr Colin Ashe, Deputy Chief Executive Officer

Mrs Stacey Bell-Crookes, Records

Mrs Julie Klobas, Council Support Officer

STATUTORY CONTEXT

Local Government (Audit) Regulations 1996 –

- r.14 – Compliance Audit Return to be reviewed by Audit Committee and report to Council (which includes the requirement that the outcome must be adopted by Council);
- r.15 – once considered by Council, the Return is to be signed by the President and CEO and lodged with the Department by 31 March.

CORPORATE CONTEXT**Strategic Business Plan/Corporate Business Plan**

STRATEGIC PRIORITIES		WE KNOW WE ARE SUCCEEDING WHEN	
4. CIVIC LEADERSHIP			
4.3 Proactive and well governed Shire		External audits and reviews confirm compliance	

The CAR is a key audit tool required under the Act and the regulations regarding good governance.

Delegation

N/A

Policy Implications

Where necessary, compliance has occurred with Shire Policies

Other Corporate Document

Nil

Risk Analysis

The CAR is a key mechanism regarding the compliance of the Shire. Failing to complete the CAR by the due date and failing to action the matters of non-compliance opens the Shire up to further risk regarding its operations and investigation by the Department of Local Government.

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Non-compliance	Extreme (5)	Likely (4)	Extreme (20)	CEO & Council (Audit Committee)	With the implementation of Attain and continued monitoring of compliance actions the risk is kept Low.
Not conducting CAR by 31 Mar.	Non-compliance results in litigation, criminal charges	Probably occur in most circumstances		Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring	
Not addressing actions of non-compliance	or significant damages or penalties to Shire/Officers	At least once per year		Adequate: Substantial improvement on the years prior to 2022.	

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

**Officer Recommendation / Audit Committee Recommendation / Council Resolution
OCM2503-013****Moved:** Cr D Lovelock**Seconded:** Cr S Woods

That Council, in accordance with Regulation 14 of the *Local Government (Audit) Regulations 1996* **RECOMMENDS** that Council **ADOPTS** the Compliance Audit Return 2024 (in Attachment 1), including the following findings:

Subject	Page	Question of Non-Compliance	Finding Matters of Non-Compliance
Commercial Enterprises by Local Government			
5 questions	1/11	N/A	SoVP did not undertake any such activity for 2024. This was the same for 2019, 2020, 2021, 2022 and 2023
Delegation of Power or Duty			
13 questions	1-2/11		2019 – 4 2020 – 0 2021 – 0 2022 - 1 2023 – 0 2024 - 0
Disclosure of Interests			
21 questions	2-4/11		2019 – 0 2020 – 4 2021 – 2 2022 - 0 2023 – 0 2024- 0

Disposal of Property			
2 questions	4/11	N/A	No matters of non-compliance.
Elections			
3 questions	5/11		2019 – 0 2020 – 3 2021 – 0 2022 – 0 2023 – 0 2024 - 0
Finance			
7 questions	5-6/11		2019 – 2 2020 – 6 2021 – 2 (11 Questions) 2022 – 0 2023 – 0 2024 - 0
Local Government Employees			
5 questions	6/11		2020 – 0 2021 – 1 (6 Questions) 2022 – 0 2023 – 0 2024 - 0
Official Conduct			
4 questions	7/13		2019 – 0 2020 – 2 2021 – 0 (3 Questions) 2022 – 0 2023 – 0 2024 - 0

Tenders for Providing Goods and Services

22 questions	7-9/11		2019 – 4 2020 – 1 2021 – 1 (24 Questions) 2022 – 0 2023 – 0 2024 – 0
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Integrated Planning and Reporting

3 questions	10/11		Compliant
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Optional Questions

9 questions	10-11/11		2019 – 0 2020 – 3 2021 – 0 2022 – 0 2023 – 0 2024 - 0
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CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For: Cr P Bantock, Cr S Woods, Cr D Lovelock, Cr S Penn and Cr R Johnson

Voted Against: Nil



Victoria Plains – Compliance Audit Return

Commercial Enterprises by Local Governments				
No	Reference	Question	Response	Comments
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2024?	N/A	
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2024?	N/A	
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2024?	N/A	
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2024?	N/A	
5	s3.59(5)	During 2024, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A	

Delegation of Power/Duty				
No	Reference	Question	Response	Comments
1	s5.16 (1)	Were all delegations to committees resolved by absolute majority?	Yes	
2	s5.16 (2)	Were all delegations to committees in writing?	Yes	
3	s5.17	Were all delegations to committees within the limits specified in section 5.17 of the Local Government Act 1995?	Yes	
4	s5.18	Were all delegations to committees recorded in a register of delegations?	Yes	
5	s5.18	Has council reviewed delegations to its committees in the 2023/2024 financial year?	Yes	
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Local Government Act 1995?	Yes	



7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes	
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes	
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes	
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	Yes	
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes	
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2023/2024 financial year?	Yes	
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19?	Yes	

Disclosure of Interest				
No	Reference	Question	Response	Comments
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the Local Government Act 1995, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes	
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by the Local Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting?	Yes	
3	s5.73	Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the Local Government Act 1995 recorded in the minutes of the meeting at which the disclosures were made?	Yes	
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes	
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2024?	Yes	



6	s5.77	On receipt of a primary or annual return, did the CEO, or the Mayor/President, give written acknowledgment of having received the return?	Yes	
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the Local Government Act 1995?	Yes	
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28?	Yes	
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the Local Government Act 1995, did the CEO remove from the register all returns relating to that person?	Yes	
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) of the Local Government Act 1995 been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes	
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A?	Yes	
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes	
13	s5.89A(6)	When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the Local Government Act 1995, did the CEO remove from the register all records relating to those people?	Yes	
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) of the Local Government Act 1995 been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes	
15	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes	



16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under section 5.71A(1) of the Local Government Act 1995 relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A	
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under section 5.71B(6) of the Local Government Act 1995, recorded in the minutes of the council meeting at which the decision was considered?	N/A	
18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members candidates that incorporates the model code of conduct?	N/A	
19	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the Local Government Act 1995?	No	
20	s5.104(7)	Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website?	Yes	
21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government? If yes, has the CEO published an up-to-date version of the code of conduct for employees on the local government's website?	N/A	

Disposal of Property				
No	Reference	Question	Response	Comments
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the Local Government Act 1995 (unless section 3.58(5) applies)?	N/A	
2	s3.58(4)	Where the local government disposed of property under section 3.58(3) of the Local Government Act 1995, did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	N/A	



Elections				
No	Reference	Question	Response	Comments
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the Local Government (Elections) Regulations 1997?	N/A	
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the Local Government (Elections) Regulations 1997?	N/A	
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997?	N/A	

Finance				
No	Reference	Question	Response	Comments
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Local Government Act 1995?	Yes	
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Local Government Act 1995, did it do so by absolute majority?	N/A	
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2024 received by the local government by 31 December 2024?	Yes	Provided 28 Nov 24 and presented at OCM 18 Dec 24



4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the Local Government Act 1995 required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A	No findings in Audit Report
5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A	
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the Local Government Act 1995, did the CEO publish a copy of the report on the local government's official website?	N/A	
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2024 received by the local government within 30 days of completion of the audit?	Yes	

Local Government Employees				
No	Reference	Question	Response	Comments
1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A?	N/A	There were no CEO or Senior vacancies
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A	
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the Local Government Act 1995?	N/A	
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A	
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A	



Official Conduct				
No	Reference	Question	Response	Comments
1	s5.120	Has the local government designated an employee to be its complaints officer?	Yes	
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the Local Government Act 1995?	Yes	
3	S5.121(2)	Does the complaints register include all information required by section 5.121(2) of the Local Government Act 1995?	Yes	
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes	

Tenders for Providing Goods and Services				
No	Reference	Question	Response	Comments
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes	
2	s3.57 F&G Reg 11	Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations?	N/A	Exempted under F&G reg 11 (2) (b) – WALGA Preferred Supplier Program used.
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 of the Local Government Functions and General) Regulations 1996, required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)?	N/A	



4	F&G Reg 12	Did the local government comply with Local Government (Functions and General) Regulations 1996, Regulation 12 when deciding to enter into multiple contracts rather than a single contract?	N/A	
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents, or each acceptable tenderer notice of the variation?	N/A	
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16?	N/A	
7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	N/A	
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	N/A	
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	N/A	
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	N/A	
11	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulations 21 and 22?	N/A	
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A	
13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?	N/A	



14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Local Government (Functions and General) Regulations 1996, Regulation 24?	N/A	
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Local Government (Functions & General) Regulations 1996 regulations 24AD(4) and 24AE?	N/A	
16	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	N/A	
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	N/A	
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24AG?	N/A	
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A	
20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	N/A	
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A	
22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24E and 24F?	Yes	



Integrated Planning and Reporting				
No	Reference	Question	Response	Comments
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	N/A	
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	N/A	
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 1996 19DA(2) & (3)?	Yes	

Optional Questions				
No	Reference	Question	Response	Comments
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the Local Government (Financial Management) Regulations 1996 regulations 5(2)(c) within the three financial years prior to 31 December 2024? If yes, please provide the date of council's resolution to accept the report.	No	Dry Kirkness report 19 Dec 22, presented to council, Audit Committee 16 Mar 23
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three financial years prior to 31 December 2024? If yes, please provide date of council's resolution to accept the report.	No	Dry Kirkness report 19 Dec 22, presented to council, Audit Committee 16 Mar 23. Risk Management undertaken regularly by CEO
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B of the Local Government Act 1995, were the disclosures made within 10 days after receipt	N/A	



		of the gift? Did the disclosure include the information required by section 5.87C of the Act?		
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	Yes	
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the Local Government Act 1995?	Yes	
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes	Council Policy Manual 2022 Pt1 Governance section 1.12
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2023/2024 financial year and publish it on the local government's official website by 31 July 2024?	Yes	
8	s6.4(3)	By 30 September 2024, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2024?	Yes	
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?	Yes	

Chief Executive Officer

Date

Mayor/President

Date



CONFIRMED

9.4 BUDGET REVIEW NO. 2 AS AT 31 JANUARY 2025

File Reference	
Report Date	28 February 2025
Applicant/Proponent	Audit Committee
Officer Disclosure of Interest	Nil
Previous Meeting Reference	Nil
Prepared by	Colin Ashe – Deputy Chief Executive Officer
Senior Officer	Sean Fletcher – Chief Executive Officer
Authorised by	Sean Fletcher – Chief Executive Officer
Attachments	1. Budget Review No. 2

PURPOSE

That Council, as recommended by the Audit Committee consider the second budget review for 2024-25 and adopt the budget amendments as set out in attachment 1.

BACKGROUND

Council approved the 2024-25 budget that forecast a surplus of \$15,002 at year end and this was based on an estimated actual closing balance surplus of \$379,199 from 23/24.

A first budget review was carried out based on the Oct 24 financial statements and presented to the Audit Committee on 28 Nov 24. This forecasted deterioration of the budget outlook to a deficit of **(\$88,203)**, noting that this would be managed and attempted to bring it back close to surplus.

In accordance with the Local Government (Financial Management) Regulations 1996, Regulation 33A (2A), the review needs to be conducted on financial information after 31 Dec. This means budget review No 1 does not qualify as the official budget review but regular budget reviews is considered good management practice.

Budget review No. 2, based on Jan 25 financial statements has now been concluded and presented to the Audit Committee for consideration and adoption.

COMMENT**2024/25 Budget Review No. 2 outcomes:**

- A reduction in overall income by **(\$101,026)** primarily due to Mitigation Activity Funding (MAF) received in Feb 24 and not quarantined and WSFN Development (Geotechnical) Funding dating back to 2020/21 which is planned not to be claimed.
- An increase in expenditure of **(\$152,514)** primarily due to legal costs, consultants and contractors inadequately or not budgeted for.
- An increase in insurance premiums due to various components that have an inadequate budget after receipt of invoicing.
- A reduction in Capital Works of \$247,449 which has provided the offset to the above. Of significance is the Gillingarra Water Supply which will be deferred into 2025/26 to allow for potential grant funding offsets and the final solution.

Mitigation Activity Funding

Monies were received in Feb 24 (23/24 FY) with the intent that required works would be carried out in the same financial year, but this did not substantially occur. The budget for 2024/25 for MAF was submitted as the full income and expenditure with no consideration of monies already received. This has not impacted on budget expenditure for 2024/25 but has impacted on offsetting income because of the receipt in 23/24 and not advised to be quarantined.

WSFN Development (Geotechnical) Funding

This was a WSFN project for Mogumber-Yarawindah Road dating back to 2020/21 of which a first claim was made in that FY. Normally these activities occur before road construction is undertaken however the subject portion of road has been completed. There will be no further income claim made on this project amounting to (\$57,680) with expenditure forecast of \$42,000 resulting in a net small saving of \$3,320.

Consultants and Contractors

As previously advised to council, there has been an additional cost in marketing for a number of development opportunities within the shire and costs for Flood Damage. The latter was envisaged to be reimbursed through the claim process which is recently documented as being unsuccessful at this stage. Both are now variations to the budget.

Ranger Services Contractor was originally budgeted as one visit per month but this was doubled at management's request and after budget adoption, causing the variation.

Insurance Premiums

The variance is a combination of an error in budgeting and some increase in premiums in excess of the quotations. Whilst there is no anecdotal evidence, a contributing factor could be a range of insurance claims.

Capital Works

E-Waste Transfer Station – was originally budgeted for at the carry over figure but some last minute (30 June 24) invoices were received post the 2024/25 budget and the audit correctly required this be booked to the 2023/24 FY. This resulted in a reduction in the opening balance surplus for 2024/25 but now offset by the reduction in the budget requirement.

Gillingarra Water Supply – as part of budget deliberations \$130,000 was included to purchase new tanks due to the failure of the those on site. This was an indicative figure based on remediating the issue and without any grant funding. A temporary solution was put in place and since then, there has been legal matters etc which prevented, but has also changed what the original budgeted solution was.

At the Feb 25 briefing session council was provided with an update of the legal matters as well the possible 'new' solution which is more robust, provides finality and more importantly, should attract significant grant funding. This grant funding will not occur until the 2025/26 FY and therefore the 2024/25 budget allocation for this activity is not required.

Summary

As indicated, budget review No. 1 forecast a deficit of (\$88,203) based on Oct 24 financial statements. Budget Review No. 2, based on Jan 25 financial statements has increased this slightly by (\$6,091) to a new cumulative forecast of (\$94,294). Whilst there has been moderate budget variations over several activities, combined it has made an impact in both income and expenditure.

Management will continue to closely monitor the financial outcomes to endeavour to find savings and offsets to bring this forecast back to a surplus.

CONSULTATION

Mr Sean Fletcher, Chief Executive Officer
Mr Silvio Brenzi, Works and Services Manager

STATUTORY CONTEXT

Local Government (Financial Management) Regulations 1996; regulation 33A requires:

- a budget review to occur between 1 Jan and 28 Feb.
- financial performance data being reviewed is to be between 01 Jul and no earlier than 31 Dec.
- must be submitted to council on or before 31 Mar.
- Council is to consider and determine to adopt the review or parts of it.

CORPORATE CONTEXT

Audit Committee Terms of Reference.

Strategic Business Plan/Corporate Business Plan

STRATEGIC PRIORITIES		WE KNOW WE ARE SUCCEEDING WHEN	
4. CIVIC LEADERSHIP			
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		
	Council is supported by a skilled team		

Strategic Priority 4.3 - Management considers budget reviews in addition to statutory requirements as good governance allowing early intervention to identify any significant issues.

Delegation

Nil

Policy Implications

Section 3 – Financial Management

Other Corporate Document

Nil

Risk Analysis

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Compliance	Moderate (3) Short term non-compliance but with significant regulatory requirements imposed	Unlikely (2) The event could occur at some time	Moderate (6)	Operational Manager Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Ensuring frequent budget reviews in excess of statutory requirements will ensure that the residual risk is low.

FINANCIAL IMPLICATIONS

Nil

Amendments to the budget will provide better forecasting and therefore management of councils finances.

VOTING REQUIREMENTS

Simple Majority

Officer Recommendation / Council Resolution OCM2503-014**Moved:** Cr R Johnson**Seconded:** Cr D LovelockThat Council **ENDORSES** the Audit Committee recommendation to:

Consider the budget review and **ADOPT** the budget amendments and set out in attachment 1.

CARRIED BY UNANIMOUS DECISION OF COUNCIL*Voted For:* Cr P Bantock, Cr S Woods, Cr D Lovelock, Cr S Penn and Cr R Johnson*Voted Against:* Nil

Shire of Victoria Plains
Significant Variances to Budget
For the Period Ending 31 January 2025

Schedule	Account Description	Annual Budget	Quarterly Budget	YTD Actual	Revised Forecast	Variance
	Revised Budget Surplus / (Deficit) from BR No. 1					(88,203)
<u>INCOME</u>						
3	Rates Interest					
	Increased take up of instalments	20,675	20,675	24,716	25,000	4,325
3	Municipal Account Interest					
	Inability to complete term deposit	35,000	20,417	8,106	10,000	(25,000)
5	Mitigation Activity Fund					
	Funds received in 23/24 not quarantined	164,000	98,086	-	32,638	(65,448)
9	Staff Housing					
	Transfer from Reserves - A/C 16 Yulgering	-	-	-	11,500	11,500
9	Staff Housing					
	7 Harrington St - Vacant	7,800	4,550	900	900	(6,900)
12	Transport - MRWA Direct Grant					
	under budget allocation	182,755	182,755	216,307	216,307	33,552
12	Transport - Road Construction					
	WSFN Funding Mogumber-Yarawindah Rd - Geo Tech, offset by Capital Expenditure	57,680	-	-	-	(57,680)
13	Caravan Park Fees					
	Increased patronage (improved facilities)	12,050	7,029	19,225	21,000	8,950
	Net Income Variations					(101,026)
<u>EXPENDITURE</u>						
4	Postage					
	Increase costs for Rate Notices	2,000	1,000		4,000	(2,000)
4	Legal Costs					
	Gillingarra Water Supply	40,000	40,000	40,000	65,000	(25,000)
	Human Resources Excess				10,000	(10,000)
4	Consultants					
	Calingiri Caravan Park - C / B Analysis				6,500	(6,500)
	Marketing - Greenwind				21,000	(21,000)
	Flood Damage (Core Australia)				26,328	(26,328)
4	Insurance Premiums					
	Additional cost in premiums (claims)	217,133	217,133	261,997	261,997	(44,864)
4	Bank Charges					
	Bpay Charges	5,000	2,917	8,362	16,652	(11,652)
5	Ranger Services					
	Contractor has doubled visits	26,400	13,200		66,660	(40,260)
	Corella Management	-	-	3,410	3,410	(3,410)

Shire of Victoria Plains
Significant Variances to Budget
For the Period Ending 31 January 2025

Schedule	Account Description	Annual Budget	Quarterly Budget	YTD Actual	Revised Forecast	Variance
9	Staff Housing	-	-	11,500	11,500	(11,500)
	A/C - 16 Yulgering (Reserve Funding)					
12	Road Maintenance					
	\$35,846 Tranen Pty Ltd - Old Plains Rd not required	35,846	35,846	-	-	35,846
	Reduction in General Maintenance requirements	106,200	61,950	48,957	92,046	14,154
	Net Expenditure Variations					(152,514)
	CAPITAL					
	E-Waste Transfer Station	75,707	38,633	38,633	38,633	37,074
	Temporary Fencing	12,000	7,625	7,625	7,625	4,375
	Mogumber-Yarawindah Rd - Geo Tech	103,000	42,000	-	42,000	61,000
	Gillingarra Water Supply (Tank Replacement)	130,000	-	-	-	130,000
	Staff Housing Fencing	30,000	15,000	7,770	15,000	15,000
	Net Capital Variations					247,449
	Revised Surplus / (Deficit)					(94,294)

CONFIRMED

9.5 FINAL REPORT TO COUNCIL S3.16 REVIEW OF LOCAL LAWS

File Reference	
Report Date	18 March 2025
Applicant/Proponent	
Officer Disclosure of Interest	Nil
Previous Meeting Reference	Nil
Prepared by	Sean Fletcher – Chief Executive Officer
Senior Officer	Sean Fletcher – Chief Executive Officer
Authorised by	
Attachments	

PURPOSE

Section 3.16 of the Local Government Act 1995 (the Act) requires local governments to review local laws at least once every eight years. Most of the Shire's were last made or reviewed in and around 2017 and 2018 and are therefore due. The Shire is to call for comments from the public, consider any received and then may amend or update local laws if required.

BACKGROUND

The Shire has the following local laws in place:

- Bush Fire Brigades Local Law 2017
- Cemeteries Local Law 2018
- Dogs Local Law 2018
- Extractive Industries Local Law 2018
- Fencing Local Law 2018
- Health Local Laws 2003 and Health Amendment Local Laws 2005
- Meeting Procedures Local Law 2018
- Public Places and Local Government Property Local Law 2018

At its meeting held on 18 December 2024, council resolved to initiate the process under s3.16 and call for submissions about the local laws. Local public notice was given calling for submissions which closed on 14 February 2025. None were received.

COMMENT

As advised in the report of the CEO to the Council meeting of 18 December 2024, the Shire's local laws are relatively new and few issues arise.

As also noted in that report, while a number of changes to local laws could be considered, it is considered not worth the cost to do so:

- Amendments proposed to the *Local Government Act 1995* which may have an effect on local laws have not progressed at the pace suggested by the State government. This may affect local laws that deal with Meeting Procedures (Standing Orders) which have been proposed to be dealt with by a State wide Regulation;
- Similarly, a review of the Cemeteries Act by the State has not progressed;
- While provisions in the Shire's existing Health Local law could be 'spun off' into:
 - A Cats local law as cats are now regulated by the Cat Act; and

- A Waste local law as waste collection and disposal is regulated under the Waste and Resource Recovery Act,
The cost to do so is considered not warranted.

As also reported to Council on 18 December 2024, in 2018 the Shire agreed to amend its *Extractive Industries Local Law 2018*, and the *Public Places and Local Government Property Local Law 2018* to correct a number of minor errors in them following a request to do so by the WA Parliamentary Joint Standing Committee on Delegated Legislation (JSCDL), which oversees the making of subsidiary legislation on behalf of Parliament.

Amendment local laws to discharge this commitment are now under preparation and will be submitted in due course.

CONSULTATION

Section 3.16 of the Act requires a local government to call for submissions from the public about local laws for a period of at least 6 weeks. As noted above, local public notice was given calling for submissions about the Shires local laws which closed on 14 February 2025. None were received.

STATUTORY CONTEXT

Section 3.16 of the Act requires local governments to periodically review local laws. It was amended in late 2024 to provide that local laws must now be reviewed at least once every 15 years instead of eight as previously provided.

Any changes that the Shire then chooses to make to local laws must be undertaken using the process set out in s3.12.

CORPORATE CONTEXT

Strategic Business Plan/Corporate Business Plan

STRATEGIC PRIORITIES		WE KNOW WE ARE SUCCEEDING WHEN	
4. CIVIC LEADERSHIP			
4.3 Proactive and well governed Shire		External audits and reviews confirm compliance	

4.3.e of the Corporate Business Plan sets out that the Shire continue to meet compliance with statutory and regulatory requirements (Calendar, CAR, FMR, R17)

Delegation

Nil

Policy Implications

N/A

Other Corporate Document

Nil

Risk Analysis

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Reputation Out of date local laws could undermine the Shire's ability to regulate issues within the district.	Minor (2)	Likely (4)	Medium (8)	Risk acceptable with adequate controls, managed by specific procedures and subject to ongoing monitoring	Undertake the review and amend or update local laws as required.
Compliance Local laws are overridden by Acts of Parliament or Regulations	Minor (2)	Likely (4)	Medium (8)	Risk acceptable with adequate controls, managed by specific procedures and subject to ongoing monitoring	See comments regarding: <ul style="list-style-type: none"> Meeting Procedures Regulations Review of the Cemeteries Act Cat Local Laws Waste Local Laws The ongoing risk overall is low

FINANCIAL IMPLICATIONS

There are no costs associated with this report, which relates to finalisation of the review required under s3.16.

There are costs associated with dealing with the amendments required to the *Extractive Industries Local Law 2018*, and the *Public Places and Local Government Property Local Law 2018* to correct a number of minor errors in them and discharge the Shire's commitment to the JSCDL.

This includes drafting of the Amendment Local laws themselves, adoption of drafts by council, advertising for public comment, considering any submissions received by council, and then publication in the Government Gazette.

The Shire must also inform the JSCDL of its actions after Gazettal.

VOTING REQUIREMENTS

Absolute Majority

Officer Recommendation / Council Resolution OCM2503-015

Moved: Cr S Penn
Seconded: Cr S Woods

That Council:

- NOTES** that there were no submissions received in response to a review its local laws under s3.16 of the Local Government Act 1995; and
- NOTES** that amendment local laws to the *Extractive Industries Local Law 2018* and the *Public Places and Local Government Property Local Law 2018* to correct a number of minor errors in them will be submitted for consideration in due course.

CARRIED BY ABSOLUTE MAJORITY AND BY UNANIMOUS DECISION OF COUNCIL

Voted For: Cr P Bantock, Cr S Woods, Cr D Lovelock, Cr S Penn and Cr R Johnson

Voted Against: Nil

9.6 SHIRE REBRAND

File Reference	
Report Date	24 March 2025
Applicant/Proponent	Nil
Officer Disclosure of Interest	Nil
Previous Meeting Reference	Nil
Prepared by	Candice Watson – PA to the CEO
Senior Officer	Sean Fletcher – Chief Executive Officer
Authorised by	Sean Fletcher – Chief Executive Officer
Attachments	<ol style="list-style-type: none"> 1. Corporate Brand 2. Tourism Logo 3. Tourism Action Plan 4. Refinements to Option 5

PURPOSE

Council is requested to approve the corporate brand (Logo and Corporate Style Guide) as presented in Attachment 1 and to include the new Shire logo on the tourism logo as presented in Attachment 2.

BACKGROUND

The Shire of Victoria Plains Integrated Strategic Plan 2022-2032 identified several priorities relating to improving the viability of the Shire through effective marketing and signage.

Market creations was engaged in August of 2024 to begin work on the Community Brand Package.

Council met with Market Creations in October of 2024 to: 1. Workshop ideas and concepts. 2. To receive a presentation of possible styles.

In December 2024, Council selected one of the six concepts provided and suggested some changes were made. This was option 5 (attachment 1) which includes the new logo and examples of use (Style Guide).

The changes were implemented and provided to council for comment, just before Christmas 2024, in essence, this was to confirm the icon for New Norcia. No further feedback was provided.

A further two refinements to option 5 have now been prepared for consideration (Attachment 4). This is to do with the bird icon. Staff is concerned the use of a white bird may put the shire in a negative position. However, this has not been flagged as an issue until now. The first refinement shows a grey bird icon with a red beak, the second refinement shows the removal of the bird and replaced with a floral graphic.

The Economic Development and Tourism Coordinator was requested by the Chief Executive Officer to develop a tourism brand for the Shire. The style presented in attachment 2 aims to develop a cohesive approach to branding by leveraging of the proposed corporate brand and deliver to all Shire marketing audiences, including visitors. This may change if Council's approves the refinements in Attachment 4.

COMMENT

The rebrand will be implemented across all Shire communication platforms including:

- Print media
- Social Media
- Website
- Signage
- Stationary

To accompany the release of the new brand, the website will receive a refresh and the Shire Entry Statement Signage Project will be completed using the new brand.

The current Policy 2.8 *Use of Logo* will be amended to remove the current logo and be replaced by the new logo.

The Tourism Brand is accompanied by the Tourism Action Plan, see Attachment 3. which specifies how the brand will be implemented across tourism marketing channels.

CONSULTATION

Mr Daren Lee, Market Creations

Ms Shardae De Passey, Market Creations

All Councillors as set out in the body of this report and at the February Briefing Session

Mr Colin Ashe, Deputy Chief Executive Officer

Mr Silvio Brenzi, Manager Works and Services

Ms Harriet Murphy, Economic Development and Tourism Coordinator

STATUTORY CONTEXT

Local Government Act 1995

Part 2

Division 2

s. 2.5

Division 2 — Local governments and councils of local Governments

2.5. Local governments created as bodies corporate.

(1) When an area of the State becomes a district, a local government is established for the district.

(2) The local government is a body corporate with perpetual succession and a common seal.

CORPORATE CONTEXT

STRATEGIC PRIORITIES		WE KNOW WE ARE SUCCEEDING WHEN	
2. Economy			
2.1 Support the Diverse Industry across the Shire		b. Implement Economic Development Strategy – includes, tourism plan, precinct planning, industrial lot development and marketing plan.	

1. Consistent online visitor information and promotion of our attractions
2. Implement townscape, visitor and signage plan.

Delegation

Nil

Policy Implications

Policy Manual –

- 2.8 Use of Logo - Policy will need to be changed to reflect the use of the new Corporate Brand (Logo and style guide) and the removal of the old Shire logo.

Other Corporate Document

Nil

Risk Analysis

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Reputation The Shire has been working towards a new logo which will go through council to be adopted. There is a low risk towards shire reputation once new logo is made public to the wider community.	Minor (2) Substantiated, Low impact, Low news profile. Example Facebook item	Rare (1) Only occur in exceptional circumstances Less than once in 15 years.	Low (2)	Operational Manager Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring.	Effective community liaison and information into the process of the shire rebranding and the decision-making process behind the adoption of this logo to better inform the community.
Financial Impact Budget allocations for this financial year will not cover the complete project and additional provisions will need to be included in the following financial years budgets to complete the full rebrand.	Minor (2) \$10,000-\$50,000	Rare (1) Only occur in exceptional circumstances Less than once in 15 years.	Low (2)	Operational Manager Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring.	The costs associated with the rebranding will be allocated in the next financial years budgets until project completion.

FINANCIAL IMPLICATIONS

Council has budget provision of \$16,577 to undertake the rebranding process during the 2024/25 financial year. Future provision for implementation of changes will also be required in 2025/26 and potentially 2026/2027.

VOTING REQUIREMENTS

Simple Majority

Officer Recommendation:

Moved: Cr P Bantock

Seconded:

That Council APPROVE:

1. The corporate brand (logo and style guide) as presented in the Market Creations Corporate Brand proposal. See attachments 1 or 4. An amendment to *Policy 2.8 "Use of Logo"*, which removes reference to the current logo and instates the logo chosen from point 1 above.
3. The new logo for inclusion in tourism branding for marketing purposes. .

SUSPENSION OF STANDING ORDERS

Moved: Cr S Woods

Seconded: Cr S Penn

A motion was **MOVED** that Council suspend standing orders at 2.34PM.

CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For: Cr P Bantock, Cr S Woods, Cr D Lovelock, Cr S Penn and Cr R Johnson

Voted Against: Nil

AMENDMENT

Council Resolution OCM2503-016

Moved: Cr S Woods

Seconded: Cr S Penn

That Council APPROVE:

1. concept 5, refinement 1 (page 39) with the stylised macrocarpa, (middle of right hand side) and be replaced by the 4 red dot flower from concept 5, refinement 2; plus delineating the base of the V with a thin blue line.

CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For: Cr P Bantock, Cr S Woods, Cr D Lovelock, Cr S Penn and Cr R Johnson

Voted Against: Nil

The Shire CEO withdrew from Chambers at 2.50pm and did not rejoin the meeting.

MOTION**Council Resolution OCM2503-017****Moved:** Cr S Penn**Seconded:** Cr R JohnsonThe motion **BE PUT** as follows:

2. An **AMENDMENT** to *Policy 2.8 "Use of Logo"*, which removes reference to the current logo and instates the logo chosen from point 1 above.
3. The new logo for **INCLUSION** in tourism branding for marketing purposes.

CARRIED BY UNANIMOUS DECISION OF COUNCIL*Voted For: Cr P Bantock, Cr S Woods, Cr D Lovelock, Cr S Penn and Cr R Johnson**Voted Against: Nil***RESUMPTION OF STANDING ORDERS****Council Resolution OCM2503-018****Moved:** Cr R Johnson**Seconded:** Cr S PennA motion was moved that Council **RESUME** standing orders at 2.52PM.**CARRIED BY UNANIMOUS DECISION OF COUNCIL***Voted For: Cr P Bantock, Cr S Woods, Cr D Lovelock, Cr S Penn and Cr R Johnson**Voted Against: Nil*

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Concept Five Refinement

MAKING A DIFFERENCE ■



Concept 5A

Landscape Logo with 3 New Norcia arch



Concept 5A

Portrait Logo with 3 New Norcia arch



Concept 5A

Landscape Logo with 2 New Norcia arch



Concept 5A

Portrait Logo with 2 New Norcia arch



Concept 5A logo rationale



The shape of the V represents Moore River.



The arch shape represents New Norcia.



Wheat and canola represented.
The shape of the canola and the bird combined represents progression and growth.



7 towns represented according to the actual location.



Agriculture and farming represented.



People, community development represented.
The people also seem like holding the star, to represent opportunity, growth, a place to grow.



Black cockatoo represented.



Wildflowers and Eucalyptus Macrocarpa 'Rose of the West' represented.





Concept 5A

Landscape Logo with 2 New Norcia arch
and no cross



Concept 5A

Portrait Logo with 2 New Norcia arch
and no cross



Concept 5A

Landscape Logo with 2 New Norcia arch
and no cross in burnt orange



Concept 5A

Portrait Logo with 2 New Norcia arch
and no cross in burnt orange



Concept 5A

Landscape Logo with 2 New Norcia arch
and no cross in green



Concept 5A

Portrait Logo with 2 New Norcia arch
and no cross in green







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Tourism Action Plan 2025-2028

Vision

Victoria Plains is recognised as a highly desirable visitor destination and our visitor economy contributes to the region's sustainable future.

Purpose

The Shire of Victoria Plains supports the tourism industry to grow by providing leadership, promotion and development. We build Victoria Plains 'image to drive visitation and boost the economy.

Role of Local Government

The Shire has an important role to play in developing a strong visitor economy. We will work with industry and government partners to create an environment that allows tourism to diversify, grow and develop.



A Place to Grow

Activity	Delivery Method	Budget	Priority	KPI's	Partners/Stakeholders
Destination Positioning and Marketing					
Establish a tourism logo/brand	Engage design consultant, seek feedback	\$1200	High	Tourism brand is developed	Internal stakeholders, industry representative bodies
Develop tourism marketing materials - Shire map, visitor guide, wildflower guide, 20 things to do in Vic Plains	Content creation internal, external design	\$2300	High	Development and distribution of promotional materials	Destination Perth, Tourism WA, Local Businesses, Surrounding Visitor Centres
Develop relationships with industry representative bodies to assist with marketing of the Shire	Subscribe to Tourism WA and Destination Perth	\$1000 p/a	High	Annual subscriptions are updated	Destination Perth, Tourism Council
Consider marketing free camping in the Shire to encourage the grey nomad market	Identify potential sites, engage with current campground hosts, promote on grey nomad social media marketing forums	0	Low	Number of grey nomads visiting the region increase	RV Friendly Towns Program

Activity	Delivery Method	Budget	Priority	KPI's	Partners/Stakeholders
Destination Positioning and Marketing					
Develop relationships with neighbouring towns to cross promote regions	Build networks with member organisations, tourism information centres, alliances and committees	0	Medium	Marketing collateral is developed that cross-promotes regions	Chittering Visitor Centre, Toodyay Visitor Centre, York Visitor Centre, Tourism Alliances, Wheatbelt Business Network
Establish a 'mini' tourist information centre in the Shire Admin office and provide face-to face recommendations to visitors	Installation of displays, design of merchandise and marketing materials	\$3000	Medium	Tourism promotional materials are displayed. Signage throughout the Shire direct visitor to the Shire admin office for information	Destination Perth, Visitor Centres, Neighbouring Regions
Provide marketing support to tourism providers under a fee-for-service arrangement	Develop marketing material for businesses that assist with raising their profile at that of the region	FTE	Low	Businesses chose to use the service	New and existing tourism providers

Activity	Delivery Method	Budget	Priority	KPI's	Partners/Stakeholders
Destination Positioning and Marketing					
Promote local tourism attractions and providers on Shire social media channels	Establish Shire run social media channels on Facebook and Instagram	FTE	Medium	Social media channels are active	Content creators
Product Development					
Support ESA to develop tourism assets that allow public visitation	Assist with project design, promotions, funding identification and submissions	FTE	High	ESA develops a project concept and is supported to identify and apply for funding	ESA, Wheatbelt Development Commission, State and Federal Agencies
Activate public open spaces, recreational spaces and hospitality venues	Work with Progress Associations and business owners to deliver activities and events. Deliver place-making initiatives, art installations, community gardens.	\$5000	Medium	Public open spaces are activated and the number of people using the spaces increases. The Shire receives positive feedback on the appearance and amenity of the towns from visitors through the CRMS, feedback forms and digital platforms	Progress Associations, Schools, Sporting and Community Groups, Towns Teams Movement

Page 4

Activity	Delivery Method	Budget	Priority	KPI's	Partners/Stakeholders
Product Development					
Develop a visionary masterplan of the region's infrastructure opportunities and goals, including the linking of nodes of visitor hotspots through walking, cycling or drive trails.	Secure funding to engage landscape architects/urban design consultants to lead a co-designed process and develop a masterplan	\$80,000	High	Masterplans are developed	Regional Precincts and Partnership Program, YUED Aboriginal Corporation, Wheatbelt Development Commission, Local communities and sporting groups
Progress the Calingiri Caravan Park Upgrades Project to shovel-ready status and apply for funding to deliver the capital works	Finalise concept designs, QS Costing, Business Case and CBA	\$25,000	Medium	Business Case and CBA is completed and used to support applications for third party funding	Wheatbelt Development Commission, Regional Development Australia, Third Party Funders
Entry Statement and Wayfinding Signage	Update wayfinding and entry statement signage	\$60,000	Medium	Signage is installed throughout the Shire that is cohesive and informative and improves the visibility of the regions tourism highlights	ESA, MainRoads
Develop an astro-tourism trail	Identify key sites for astro viewing, develop online and print marketing materials	FTE	Low	Astor-Tourism sites are promoted	ESA, YUED Aboriginal Corporation, Progress Associations

Page 5

Activity	Delivery Method	Budget	Priority	KPI's	Partners/Stakeholders
Product Development					
Leverage off Victoria Plain's rich heritage and culture, creating connections between story lines and points of interest.	Heritage and cultural walking and drive trails are identified and promoted. Funding is sort to create formalised trails throughout the Shire	0	Low	Heritage and culture of the region is promoted through print and digital media, interpretive signage	YUED Aboriginal Corporation, Tradtional Owners, Historians, Elders
Industry Development					
Improve business readiness and tourism product offering, throughout the Shire.	Promote online capacity building workshops, deliver face-face workshops, encourage collaboration	\$2000	High	Two face-to-face workshops delivered each year, increased engagement with businesses	Chittering Business and Tourism Association, SBDC, Local Businesses, Business Social
Support event organisers to grow existing and develop new annual events that raise the profile of the region.	Community growth fund, support external funding requests, promote funding opportunities	\$3000	Medium	Events are widely promoted and well attended	Progress Associations, Tourism Council, Destination Perth, Sporting Groups

Activity	Delivery Method	Budget	Priority	KPI's	Partners/Stakeholders
Industry Development					
Improve business readiness and tourism product offering, throughout the Shire.	Promote online capacity building workshops, deliver face-face workshops, encourage collaboration	\$2000	High	Two face-to-face workshops delivered each year, increased engagement with businesses	Chittering Business and Tourism Association, SBDC Local Businesses, Business Social
Support event organisers to grow existing and develop new annual events that raise the profile of the region.	Community growth fund, support external funding requests, promote funding opportunities	\$3000	Medium	Events are widely promoted and well attended	Progress Associations, Tourism Council, Destination Perth, Sporting Groups
Ensure planning and procedures are in place to promote and develop tourism in the Shire, including cottage industries, improved tourist infrastructure (e.g., for caravans) and local events.	Review local planning strategy, approval process, access to information that assists with understanding approvals/compliance	FTE	Medium	Increase in the number of businesses delivering tourism products	Local businesses, prospective investors

Activity	Delivery Method	Budget	Priority	KPI's	Partners/Stakeholders
Industry Development					
Secure resources and upgrade public open spaces/amentities and tourism assets	Identify and apply for third-party funding/ capital project delivery		High	Funding is secured	Wheatbelt Development Commission, ESA, Progress Associations and Sporting Clubs
Link promotions of the whole district back to Perth (leverging off the proximity), highlighting opportunities for visitors when they are travelling the broader Vic Plains region	Develop regional tourism map. Partner with near neighbours i.e Chittering, Moora, Toodyay	\$2000	High	Map is developed and distributed widely	Toodyay Visitor Centre, Chittering Visitor Centre, Moora Visitor Centre, Chittering Business and Tourism Association
Support tourism stakeholders to recognise opportunities and create sustainable experiences	Stakeholder engagement and networking/ grant acquisition	FTE	Medium	Victoria Plains has successful tourism operations that cater for the contemporary visitor.	Local tourism providers. Emerging tour operators and accomodastion providers.

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Shire of Victoria Plains

MAKING A DIFFERENCE

Concept Five Original

MAKING A DIFFERENCE ■



Concept 5
Previous iteration


Concept Five Refinement 1

MAKING A DIFFERENCE ■




The logo transforms the previous reverse-colour cockatoo into a distinctive representation of a black cockatoo. The logo creates a unique, striking, and vibrant identity, capturing the essence of the region with authenticity and depth. It's not just a logo—it's a statement of character, resilience, and connection to the land. The grey colour reflects the shade of the bird's feathers while providing strong contrast against the blue for a bold and balanced design.

**Concept 5 with coloured
black cockatoo**





Shire of
**Victoria
Plains**
Space to Grow

Logo rationale





The shape of the V represents Moore River.







The arch shape represents New Norcia.







Wheat and canola represented.
The shape of the canola and the bird combined represents progression and growth.





7 towns represented according to the actual location.







Agriculture and farming represented.







People, community development represented.
The people also seem like holding the star, to represent opportunity, growth, a place to grow.






Black cockatoo represented.





Wildflowers and Eucalyptus Macrocarpa 'Rose of the West' represented.





Business Card Concept

Concept Five Refinement 2

MAKING A DIFFERENCE ■



The logo beautifully represents the natural beauty of the river and landscape, the charm of the towns, the richness of agriculture, and the spirit of the people. More than just a logo, it's a complete reflection of the region's identity and unique character as a "Space to Grow".

**Concept 5 with flowers
to substitute the cockatoo**



Concept 5A logo rationale



The shape of the V represents Moore River.





The arch shape represents New Norcia.





Wheat and canola represented.
The shape of the canola and the bird combined represents progression and growth.





7 towns represented according to the actual location.





Agriculture and farming represented.





People, community development represented.
The people also seem like holding the star, to represent opportunity, growth, a place to grow.





Portraying the region's natural beauty, with pink hues being particularly prominent. One notable pink wildflower in the area is the Pink Myrtle, also known as Swan River Myrtle.





Wildflowers and Eucalyptus Macrocarpa 'Rose of the West' represented.





Business Card Concept

Wheatbelt Logos in comparison

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10 MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11 NEW BUSINESS OF AN URGENT NATURE REQUIRING DECISION

12 MEETING CLOSED TO PUBLIC

Nil

CONFIRMED

13 CLOSURE OF MEETING

There being no further business, the Presiding Member declared the meeting closed at 2.52PM.

These minutes were confirmed at the Ordinary Council Meeting held on 30 April 2025

Signed



Date

30 April 2025

(Presiding member at the meeting which confirmed the minutes)

Council Minutes are unconfirmed until they have been adopted at the following meeting of Council.

CONFIRMED