



# PUBLIC ATTACHMENTS

Ordinary Council Meeting

27 March 2024

PUBLIC ATTACHMENTS 27 MARCH 2024

**SCHEDULE OF ACCOUNTS PAID - February 2024**

Ordinary Council Meeting

27 March 2024

Shire of Victoria Plains

No	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
1	EFT12880 DEDUCTION DEDUCTION DEDUCTION	02/02/2024 03/01/2024 17/01/2024 31/01/2024	Australian Service Union WA	Union Fees - Payroll deductions Payroll Deduction 03/01/2024 Payroll Deduction 17/01/2024 Payroll Deduction 31/01/2024	 26.50 26.50 26.50	79.50		
2	EFT12881 DEDUCTION DEDUCTION DEDUCTION DEDUCTION DEDUCTION DEDUCTION	02/02/2024 03/01/2024 03/01/2024 17/01/2024 17/01/2024 31/01/2024 31/01/2024	Australian Taxation Office	Payroll tax deductions Payroll Deduction 03/01/2024 Payroll Deduction 03/01/2024 Payroll Deduction 17/01/2024 Payroll Deduction 17/01/2024 Payroll Deduction 31/01/2024 Payroll Deduction 31/01/2024	 17,349.00 50.00 18,506.00 50.00 18,619.19 50.00	54,624.19		
3	EFT12882 12	02/02/2024 25/01/2024	Bolgart Sports Club Inc	Lawn Games Hire for Australia Day Lawn Games Hire for Australia Day	 150.00	150.00	L	
4	EFT12883 REIMBURSEMENT	02/02/2024 12/01/2024	Brendon Burgess	Drivers License - reimbursement 5 years Drivers License - reimbursement 5 years	 163.50	163.50	L	
5	EFT12884 REIMBURSEMENT	02/02/2024 01/02/2024	Bridget Anne Moore	Reimbursement - Training expenses - Department of transport Reimbursement - Training expenses - Department of transport	 484.42	484.42	L	
6	EFT12885 4257 4261	02/02/2024 25/01/2024 25/01/2024	Canine Control	Provision of Ranger Services Ranger Services 7 & 8 th January 2024 Ranger Services 22 January 2024	 2,420.00 2,420.00	4,840.00		
7	EFT12886 REIMBURSEMENT24012024	02/02/2024 24/01/2024	Colin Ashe	Reimbursement - Staff Housing Internet - December 2023 & January 2024 Reimbursement - Staff Housing Internet - December 2023 & January 2024	 170.00	170.00	L	
8	EFT12887 2324009	02/02/2024 01/02/2024	Dallywater Consulting	Environmental Health Officer Services-Dec 2023 & Jan 2024 Environmental Health Officer Services-Dec 2023 & Jan 2024	 10,328.24	10,328.24		
9	EFT12888 907	02/02/2024 28/01/2024	KA Tyres & Battery's	Supplied new tyre for Kubota Mower - Depot Supplied new tyre for Kubota Mower - Depot	 384.50	384.50	L	
10	EFT12889 22372	02/02/2024 31/01/2024	LG Best Practices	Rates Services - January 2024 Rates Services - January 2024	 2,021.25	2,021.25		
11	EFT12890 14081 14129	02/02/2024 14/01/2024 16/01/2024	Mogumber Hub (Mogumber Outback Club Inc)	Welfare - Mogumber Fire Welfare - Mogumber Bushfire (Red Gully 12/01/2024) Welfare - Mogumber Fire (16/01/2024 - Nixon Fire)	 209.00 816.00	1,025.00	L	F
12	EFT12891 3346	02/02/2024 01/01/2024	Otium Planning Group	Sports & Recreation Master Plan 2023/2024 - initial payment 30% Sports & Recreation Master Plan 2023/2024 - initial payment 30%	 6,336.00	6,336.00		
13	EFT12892 1336	02/02/2024 30/01/2024	Ringa Civil	Delivered tones of gravel from the Burnett Road pit to New Norcia/Toodyay Bindi Bindi road intersection. Delivered tones of gravel from the Burnett Road pit to New Norcia/Toodyay Bindi Bindi road intersection.	 20,807.00	20,807.00		F
14	EFT12893 1175	02/02/2024 31/01/2024	Rural Infrastructure Services	Consultancy Services for WSN Development works-January 2024 Consultancy Services for WSN Development works-January 2024	 10,951.93	10,951.93		F
15	EFT12894 700331051	02/02/2024 18/01/2024	SEEK	Advertisement for Plant Operator position Advertisement for Plant Operator position	 401.50	401.50		
16	EFT12895	02/02/2024	Saferoads WA (TLCWA Pty Ltd t/as)	Road repairs - Gillingarra- Glentrommie Rd - LRC Phase 4 funded		45,501.50		F

PUBLIC ATTACHMENT 31 MARCH 2024

No	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
	Shire of Victoria Plains 217	25/01/2024		Ordinary Council Meeting 27 March 2024 Road repairs - Gillingarra- Glentrommie Rd - LRC Phase 4 funded	45,501.50			
17	EFT12896	02/02/2024	Salary Packaging Australia Pty Ltd	Payroll deductions - Salary Packaging		1,306.77		
	24012024	24/01/2024		GST for novated lease 31/01/2024	76.22			
	DEDUCTION	31/01/2024		Payroll Deduction 31/01/2024	364.40			
	DEDUCTION	31/01/2024		Payroll Deduction 31/01/2024	135.89			
	DEDUCTION	31/01/2024		Payroll Deduction 31/01/2024	455.41			
	DEDUCTION	31/01/2024		Payroll Deduction 31/01/2024	274.85			

PUBLIC ATTACHMENTS 27 MARCH 2024

No	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
				Ordinary Council Meeting 27 March 2024				
18	Shire of Victoria Plains EFT12897 996	02/02/2024 19/12/2023	Shane T Smith Contracting Pty Ltd	Bolgart Cemetery- Grave excavation Bolgart Cemetery- Grave excavation	1,072.50	1,072.50		
19	EFT12898 71	02/02/2024 29/01/2024	Steptoe & Wife Scrap Metal Recycling (Newins)	Calingiri/Bolgart Refuse Site Management 22/01-04/02/2024 Calingiri/Bolgart Refuse Site Management 22/01-04/02/2024	2,961.54	2,961.54	L	
20	EFT12899 3840986 3841054 3845802 3845798 3849286	02/02/2024 05/01/2024 05/01/2024 16/01/2024 16/01/2024 24/01/2024	Stewart & Heaton Clothing Co Pty Ltd	Bush Fire Brigade - Clothing and accessories Bush Fire Brigade - Uniforms and accessories Bush Fire Brigade - Uniforms and accessories Bush Fire Brigade - Uniforms and accessories Bush Fire Brigade - Uniforms and accessories Bush Fire Brigade - Uniforms and accessories	734.71 183.68 1,517.12 1,461.31 183.68	4,080.50		F
21	EFT12900 362 363	02/02/2024 21/01/2024 29/01/2024	Team Global Express Pty Ltd	Freight Charges Freight Charges - Fire safety & Digga west Parts Freight Charges - Fire uniforms	80.31 102.36	182.67		F
22	EFT12901 8	02/02/2024 31/01/2024	Thomas Culverwell	Gillingarra Hall - Cleaning - 08/01/2024 to 02/02/2024 Gillingarra Hall - Cleaning - 08/01/2024 to 02/02/2024	300.00 300.00	300.00	L	
23	EFT12902 4521	02/02/2024 16/01/2024	Timber Insight Pty Ltd	Bridge Maintenance 5 year Plan - completion of works Bridge Maintenance 5 year Plan - completion of works	1,492.70 1,492.70	1,492.70		
24	EFT12903 1619	02/02/2024 29/01/2024	Toodyay Building & Maintenance Services	Carried out bathroom renovations at 12 Harrington St, Calingiri Carried out bathroom renovations at 12 Harrington St, Calingiri	3,610.00 3,610.00	3,610.00		
25	EFT12904 1	02/02/2024 29/01/2024	Victoria Jane Ford	Indigenous component for Australia Day. Welcome to country, Yued/Moody family history and art work. Grant funded by NADC Indigenous component for Australia Day. Welcome to country, Yued/Moody family history and art work. Grant funded by NADC	5,000.00 5,000.00	5,000.00		F
26	EFT12905 103669 103668	09/02/2024 31/01/2024 31/01/2024	Ampac Debt Recovery (wa) Pty Ltd	Rates Debt Recovery - January 2024 Rates Debt Recovery - January 2024 Rates Debt Recovery - January 2024	58.50 1,133.42	1,191.92		
27	EFT12906 1013011139	09/02/2024 03/02/2024	Australia Post	Australia Post - Postal Charges - January 2024 Australia Post - Postal Charges - January 2024	5.95 5.95	5.95		
28	EFT12907 59509 60602	09/02/2024 17/11/2023 26/01/2024	Avon Waste	Rubbish Collection Rubbish Removal General , Rubbish Collection Roadside Bins - to 8/11/2023 Rubbish Removal General, Rubbish Collection Roadside Bins - to 17/01/2024	1,946.36 1,954.25	3,900.61		
29	EFT12908 154784	09/02/2024 31/01/2024	B&J Catalano Pty Ltd	Supplied gravel to Mogumber-Yarawindah Road SFN Funded Supplied gravel to Mogumber-Yarawindah Road SFN Funded	25,759.34 25,759.34	25,759.34		F
30	EFT12909 159	09/02/2024 04/02/2024	Bolgart Hotel	Accommodation for Building Officer for week ending 26/01/2024 Accommodation for Building Officer for week ending 26/01/2024	385.00 385.00	385.00	L	
31	EFT12910 565 566 567 568	09/02/2024 07/02/2024 07/02/2024 07/02/2024 07/02/2024	Calingiri Sports Club Inc	NAIDOC and Shire Funded Costs for Australia Day: Club room decorations & young kids entertainment for the event Security required for Australia Day event Cleaning products and hygiene supplies for Australia Day Catering, refreshments and travel costs for the event	239.41 300.00 349.84 2,905.27	3,794.52	L	F
32	EFT12911 T101	09/02/2024 07/02/2024	Charlie Glass	Portable toilet hire bond refund Portable toilet hire bond refund	125.00 125.00	125.00		
33	EFT12912 4465	09/02/2024 03/02/2024	Exurban Pty Ltd (ATF Vista Trust)	Town Planning Consultancy Services December 2023 & January 2024 Town Planning Consultancy Services- December 2023 & January 2024	7,180.40 7,180.40	7,180.40		
34	EFT12913	09/02/2024	KA Tyres & Battery's	Depot - Maintenance items supplied		1,811.53	L	4

No	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
	910	04/02/2024		Mazda BT 50 Dual - Sailun tyres and cabin filter	1,004.78			
	908	04/02/2024		Boggie Dolly -truck tyre; Water Pump - deep cycle battery	585.64			
	909	04/02/2024		Calingiri Tip Genset - battery	221.11			
35	EFT12914	09/02/2024	Midwest Sheds and Garages	E-Waste Sheds for Bolgart, Calingiri and Mogumber - Shed kit Deposit		15,273.00		
	1186	01/02/2024		E-Waste Sheds for Bolgart, Calingiri and Mogumber - Shed kit Deposit	15,273.00			
36	EFT12915	09/02/2024	New Norcia Services	New Norcia Bush Fire truck fuel supplies		412.66	L	
	517374	14/01/2024		New Norcia Bush Fire truck fuel supplies	213.05			
	518344	14/01/2024		New Norcia Bush Fire truck fuel supplies	199.61			
37	EFT12916	09/02/2024	Rajaford Pty Ltd (Calingiri Traders)	Monthly purchases:		2,444.88	L	
	4795	10/01/2024		Admin - Toilet Rolls, Hand towels	139.45			
	7	31/01/2024		Depot - Minor Supplies - fuel, milk, retic parts, coolant, hammer, cable ties, fence dropper, grease, shower, tap supplies and other minor maintenance items	2,055.89			
	478	31/01/2024		Admin - Toyota Rav 4 - Fuel	58.99			
	3	31/01/2024		Administration Office - Milk & sugar, Batteries, meeting consumables, stamps, coffee, cleaning supplies, & fly spray	190.55			
38	EFT12917	09/02/2024	SB & ES KELLY	Fuel for Mig Gillingarra Fire 19/01/2024		145.36	L	
	18	04/02/2024		Fuel for Mig Gillingarra Fire 19/01/2024	145.36			
39	EFT12918	09/02/2024	Strategic Leadership Consulting	CEO Annual Review process		5,491.64		
	107	01/02/2024		CEO Annual Review process	5,491.64			
40	EFT12919	09/02/2024	Well Done International Pty Ltd	Admin - WellDone International Subscription Monthly Service Fee 2024 - January 2024		265.54		
	106975	31/01/2024		Admin - WellDone International Subscription Monthly Service Fee 2024 - January 2024	265.54			
41	EFT12920	09/02/2024	Western Australian Electoral Commission	Local Government Elections - Returning officer fees Training & Support		13,839.10		
	3640	11/01/2024		Local Government Elections - Returning officer fees Training & Support	13,839.10			
42	EFT12921	12/02/2024	Telstra Corporation Ltd	Fire Prevention SMS - Mobile - Phone charges - January 2024		1,783.74		
	1583901531	27/01/2024		Fire Prevention SMS - Mobile - Phone charges - January 2024	1,783.74			
43	EFT12922 - EFT12954			Cancelled EFT's				
44	EFT12955	16/02/2024	5 Rivers Plumbing & Gas (Tornado (WA) Pty Ltd	Various facilities - leakage		1,100.00		
	6683	11/02/2024		Calingiri Sports Pavilion - Leaking Urinal, Bolgart units -Leaking sink, Leaking toilet cistern, Piawaning Hall - Leaking Tap	1,100.00			
45	EFT12956	16/02/2024	BOC Limited	BOC - Gas Bottle Supplies -January 2024		44.96		
	4035813389	29/01/2024		BOC - Gas Bottle Supplies -January 2024	44.96			
46	EFT12957	16/02/2024	Candice Watson	Travel expenses reimbursement - picked up Annual Report		266.56		
	REIMBURSEMENT14022024	14/02/2024		Travel expenses reimbursement - picked up Annual Report	266.56			

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				Ordinary Council Meeting 27 March 2024				
47	Shire of Victoria Plains EFT12958 4264	16/02/2024 08/02/2024	Canine Control	Ranger Services - 6th & 7th February 2024 Ranger Services - 6th & 7th February 2024	2,420.00	2,420.00		
48	EFT12959 1003958	16/02/2024 24/01/2024	Dun Direct Pty Ltd	Depot Fuel Supplies- January 2024 Depot Fuel Supplies-January 2024	16,331.37	16,331.37		
49	EFT12960 916 917	16/02/2024 11/02/2024 11/02/2024	KA Tyres & Battery's	Depot - transport new water tank to Perth (4hrs), and fan belts for genset at Calingiri Tip Transport new water tank to Perth (4hrs) Fan Belts for Gen Set at Calingiri Tip	400.00 45.22	445.22	L	
50	EFT12961 1313433 390895 1353433	16/02/2024 01/01/2024 25/01/2024 01/02/2024	Landgate	Landgate charges and fees: Landgate Capture WA datasets - Imagery, Dem & Contours, Roads & Cadastre Rural Evaluations - 05/12/2023 to 03/01/2024 Rural Evaluations - Title deed Search	872.30 43.50 61.00	976.80		
51	EFT12962 5020	16/02/2024 09/02/2024	Moora Glass & Décor	Mogumber Hall - reglazed window in ladies toilet Mogumber Hall - reglazed window in ladies toilet	282.70 282.70	282.70		
52	EFT12963 700368579A 700368579	16/02/2024 05/02/2024 05/02/2024	SEEK	Advertisement for vacancy positions Advertisement for Depot Administration & WHS Officer position 05/02/2024 Advertisement for Community Safety Officer - Emergency Management Officer position 05/02/2024	401.50 379.50	781.00		
53	EFT12964 1286	16/02/2024 12/02/2024	SF Fitzgerald Plumbing & Gas	Housing - 12 Harrington Bathroom Renovations- tube out hot and cold water pipes for shower and base Housing - 12 Harrington Bathroom Renovations- tube out hot and cold water pipes for shower and base	1,315.40	1,315.40		
54	EFT12965 219 218	16/02/2024 04/02/2024 04/02/2024	Saferoads WA (TLCWA Pty Ltd t/as)	Gillingarra - New Norcia Road Repars Gillingarra - New Norcia Road Repars Gillingarra - New Norcia Road Repars	27,197.50 73,980.50	101,178.00		F
55	EFT12966 1624	16/02/2024 11/02/2024	Toodyay Building & Maintenance Services	Carried out bathroom renovations at 12 Harrington St, Calingiri Carried out bathroom renovations at 12 Harrington St, Calingiri	2,500.00 2,500.00	2,500.00		
56	EFT12967 63670	16/02/2024 23/01/2024	Digga West & Earthparts WA	Depot - Rotary Slasher-replacement skid plates with bolts & nuts Depot - Rotary Slasher-replacement skid plates with bolts & nuts	195.80 195.80	195.80		
57	EFT12968 72	16/02/2024 12/02/2024	Steptoe & Wife Scrap Metal Recycling (Newins Family Trust T/as)	Calingir/Bolgart Refuse Site Management - 05/02/2024 to 18/02/2024 Calingir/Bolgart Refuse Site Management - 05/02/2024 to 18/02/2024	2,961.54 2,961.54	2,961.54	L	
58	EFT12969 1985	23/02/2024 07/02/2024	Australia Day Council Of Western Australia	Australia Day - Citizen of the Year Extra Certificates Australia Day - Citizen of the Year Extra Certificates	31.75 31.75	31.75		
59	EFT12970 2867	23/02/2024 25/01/2024	Australia Day Council of South Australia	Purchased Australian Flags for Australia Day Purchased Australian Flags for Australia Day	490.00 490.00	490.00		
60	EFT12971 61155	23/02/2024 09/02/2024	Avon Waste	Rubbish Collections to 09/02/2024 Rubbish Collections to 09/02/2024	2,597.15 2,597.15	2,597.15		
61	EFT12972 BUDGET REIMBURSEMENT	23/02/2024 01/02/2024	Bolgart Progress Association	Council's grant funding 2023/2024 to assist for Bolgart Hall's kitchen upgrade Council's grant funding 2023/2024 to assist for Bolgart Hall's kitchen upgrade	1,500.00 1,500.00	1,500.00	L	
62	EFT12973 REIMBURSEMENT	23/02/2024 20/02/2024	Colin Ashe	Reimbursement - Council Chambers Sparkling Water Reimbursement - Council Chambers Sparkling Water	17.99 17.99	17.99	L	
63	EFT12974	23/02/2024	Corsign WA Pty Ltd	Mogumber - Yarrawindah Road - supplied Wheatbelt Secondary Freight Network Sign as per signage policy		297.00		6

No	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
	Shire of Victoria Plains 82874	16/02/2024		Ordinary Council Meeting 27 March 2024 Mogumber - Yarrawindah Road - supplied Wheatbelt Secondary Freight Network Sign as per signage policy	297.00			
64	EFT12975 219062 219061 13433	23/02/2024 05/02/2024 05/02/2024 12/02/2024	Country Copiers	Office Copier - printer charges - January 2024 Depot Copier charges Admin Office Copier charges Admin - Printer Toner	44.54 384.61 187.10	616.25		
65	EFT12976 29	23/02/2024 19/02/2024	Hyatt Concrete Pty Ltd	Staff Housing Fencing - 13 Lambert cres Staff Housing Fencing - 13 Lambert cres	5,500.00	5,500.00		
66	EFT12977 175	23/02/2024 19/02/2024	Lockies Fencing (LR & NJ McInnes T/as)	Staff Housing - 13 & 15 Lambert Crescent -removed & disposed of existing fence, and supplied & installed retaining post, panel style and Staff Housing - 13 & 15 Lambert Crescent -removed & disposed of existing fence, and supplied & installed retaining post, panel style and	12,886.50	12,886.50		
67	EFT12978 4033 4035	23/02/2024 27/01/2024 11/02/2024	Muchea Grading Contractors	Calingiri-New Norcia Roads & CBH Access Road Intersection- carried earthworks on the new alignment Earthworks from 08/01/2024 to -25/01/2024 - Grader & Roller Operator Earthworks from 09/01/2024 to -09/02/2024 - Grader & Roller Operator	28,600.00 27,500.00	56,100.00		F
68	EFT12979 7313	23/02/2024 31/01/2024	Market Creations Agency Pty Ltd	Annual Report Design and graphs final payment Annual Report Design and graphs final payment	2,062.50	2,062.50		
69	EFT12980 4070	23/02/2024 14/02/2024	Moore Australia (WA) Pty Ltd	Staff (2) Training - 2024 Budget workshop Staff Training - 2024 Budget workshop	2,112.00	2,112.00		
70	EFT12981 851	23/02/2024 13/02/2024	Moore Catchment Council Inc	Annual contribution to Moore Catchment Council Annual contribution to Moore Catchment Council	1,100.00	1,100.00		
71	EFT12982 660	23/02/2024 21/02/2024	Mortlock Electrical Pty Ltd	Calingiri/Bolgart Tip - split system air conditioner service and hydro clean including travel Calingiri/Bolgart Tip - split system air conditioner service and hydro clean including travel	677.30	677.30		
72	EFT12983 220	23/02/2024 04/02/2024	Saferoads WA (TLCWA Pty Ltd t/as)	Piawanning Waddington Road Repairs Piawanning Waddington Road Repairs	95,328.20	95,328.20		F
73	EFT12984 2000210781	23/02/2024 08/02/2024	Star Track Express Pty Ltd	Freight Charges - 05/02/2024 Freight Charges - 05/02/2024	59.78	59.78		
74	EFT12985 1626	23/02/2024 19/02/2024	Toodyay Building & Maintenance Services	Whiteboards installed @ Calingiri Emergency Services Office Whiteboards installed @ Calingiri Emergency Services Office	132.00	132.00		F
75	EFT12986 2483 2482	23/02/2024 17/02/2024 17/02/2024	Tough Jobs Done	Mowing and brush cutting of entire vacant blocks due to fire risk not being addressed Mowing and brush cutting of entire vacant block Yerecoin - to be reimbursed from property owner Mowing and brush cutting of entire vacant block Yerecoin - to be reimbursed from property owner	323.95 370.70	694.65		
76	EFT12987 DEDUCTION DEDUCTION	29/02/2024 14/02/2024 28/02/2024	Australian Service Union WA	Payroll deductions - Union Fees Payroll Deduction for 14/02/2024 Payroll Deduction for 28/02/2024	26.50 26.50	53.00		

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				Ordinary Council Meeting 27 March 2024				
77	EFT12988 Shire of Victoria Plains DEDUCTION DEDUCTION DEDUCTION DEDUCTION	29/02/2024 14/02/2024 14/02/2024 28/02/2024 28/02/2024	Australian Taxation Office	Payroll tax deductions Payroll Deduction 14/02/2024 Payroll Deduction 14/02/2024 Payroll Deduction 28/02/2024 Payroll Deduction 28/02/2024	 16,541.25 50.00 18,506.91 50.00	35,148.16		
78	EFT12989 2038	29/02/2024 05/02/2024	Avon Concrete	Toodyay-Bindi Bindi Rd - Culvert extensions SLK 06.09 - Regional Road Group Funding Toodyay-Bindi Bindi Rd - Culvert extensions SLK 06.09 - Regional Road Group Funding	 2,464.00	2,464.00		F
79	EFT12990 548245	29/02/2024 01/02/2024	Bigmate Monitoring Services Pty Ltd	Depot - Monthly GPS monitoring subscription Depot - Monthly GPS monitoring subscription	 176.00	176.00		
80	EFT12991 8253	29/02/2024 21/02/2024	Biomax Wastewater Recycling Systems	Bolgart Aged Units - Wastewater Quarterly Inspection Bolgart Aged Units - Wastewater Quarterly Inspection	 556.65	556.65		
81	EFT12992 15350	29/02/2024 01/02/2024	Calingiri Autos (GE & SN O'Brien T/as)	Depot - Repairs to Fogger Depot -Repairs to Fogger	 521.40	521.40	L	
82	EFT12993 4266 4268	29/02/2024 22/02/2024 22/02/2024	Canine Control	Ranger Services Ranger Services - 19 Feb 2024 Ranger Services - 20 Feb 2024	 2,420.00 2,420.00	4,840.00		
83	EFT12994 224	29/02/2024 22/02/2024	Country Womens Association - Bolgart Branch	Council's Grant for Bolgart CWA Centenary Celebrations Council's Grant for Bolgart CWA Centenary Celebrations	 3,000.00	3,000.00	L	
84	EFT12995 2324010	29/02/2024 28/02/2024	Dallywater Consulting	Environmental Health Officer Services - February 2024 Environmental Health Officer Services - February 2024	 12,416.46	12,416.46		
85	EFT12996 1013335	29/02/2024 08/02/2024	Dun Direct Pty Ltd	Depot Fuel Supplies - February 2024 Depot Fuel Supplies - February 2024	 14,711.18	14,711.18		
86	EFT12997 2102	29/02/2024 21/02/2024	Fraser Onsite	Depot - plant and equipment repairs and maintenance Depot - plant and equipment repairs and maintenance	 24,277.55	24,277.55		
87	EFT12998 16517 16526 17900	29/02/2024 25/10/2023 25/10/2023 21/02/2024	Interfire Agencies Pty Ltd	Bush Fire Brigade purchases: Stowage Kit bag, PPE Sanitiser, DFES disinfectant Fire Helmet, Sticker, logo, Volunteer Fire & Emergency Services logo MTG Hook Kit Ford Ranger	 1,821.00 1,502.60 201.04	3,524.64		
88	EFT12999 919 921 922 920 927 928	29/02/2024 18/02/2024 18/02/2024 18/02/2024 18/02/2024 25/02/2024 25/02/2024	KA Tyres & Battery's	Supply and services - Depot Hino Tip Truck - supplied and fitted new tyres Side Tipper truck for cart water trailer- supplied and fitted new tyres Solar battery charge for Depot Side Tipper truck - supplied and fitted new tyres Howard Porter Drop Deck Trailer - supplied and fitted new tyres Mazda BT 50 Dual - vehicle servicing - filter, oil and labor	 2,020.00 890.00 154.00 1,780.00 1,740.00 517.94	7,101.94	L	
89	EFT13000 4609	29/02/2024 22/02/2024	Klunny Tint	Calingiri Emergency Services Building - supply and installed Suntek ILDS10 window tint to 8 panes of glass Calingiri Emergency Services Building - supply and installed Suntek ILDS10 window tint to 8 panes of glass	 880.00	880.00		
90	EFT13001 613	29/02/2024 30/01/2024	Malts Contracting	Cleaning services to various Shire's facilities - January 2024 Cleaning services to various Shire's facilities - January 2024	 6,660.00	6,660.00	L	
91	EFT13002 REIMBURSEMENT	29/02/2024 27/02/2024	Marelda Kelly	Reimbursement for pump repairs to Gillingarra Water Supply Reimbursement for pump repairs to Gillingarra Water Supply	 564.63	564.63	L	
92	EFT13003	29/02/2024	Midwest Auto Group Pty Ltd	Purchased Ford Ranger 2024 Double Cab Pickup Wildtrak Auto 4x4 - Works Manager replacement vehicle		80,558.11		8



No	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
	Shire of Victoria Plains 21001279	27/02/2024		Ordinary Council Meeting 27 March 2024 Purchased Ford Ranger 2024 Double Cab Pickup Wildtrak Auto 4x4 - Works Manager replacement vehicle	80,558.11			
93	EFT13004 612562660 612809069 613003956	29/02/2024 05/02/2024 13/02/2024 23/02/2024	Officeworks	Purchases: A4 photo paper x 2, Magnetic sheet A4 x 4, Packing tape & dispenser Headsets x5, Laminating pouches blutac, A4 sheet protectors Headsets x5, Laminating pouches blutac	99.31 254.29 3.75	357.35		
94	EFT13005 07022024 DEDUCTION DEDUCTION DEDUCTION DEDUCTION 21022024 DEDUCTION DEDUCTION DEDUCTION DEDUCTION	29/02/2024 07/02/2024 14/02/2024 14/02/2024 14/02/2024 14/02/2024 21/02/2024 28/02/2024 28/02/2024 28/02/2024 28/02/2024	Salary Packaging Australia Pty Ltd	Payroll deductions - Salary Packaging GST for novated lease 14/02/2024 Payroll Deduction 14/02/2024 Payroll Deduction 14/02/2024 Payroll Deduction 14/02/2024 Payroll Deduction 14/02/2024 GST for Novated Lease 28/02/2024 Payroll Deduction 28/02/2024 Payroll Deduction 28/02/2024 Payroll Deduction 28/02/2024 Payroll Deduction 28/02/2024	76.22 364.40 135.89 455.41 274.85 76.22 364.40 135.89 455.41 274.85	2,613.54		
95	EFT13006 136	29/02/2024 12/02/2024	Scanlan Surveys Pty Ltd	Engineering set-out survey - Calingiri-New Norica Road, Calingiri Engineering set-out survey - Calingiri-New Norica Road, Calingiri	6,985.00 6,985.00	6,985.00		
96	EFT13007 73	29/02/2024 02/02/2024	Steptoe & Wife Scrap Metal Recycling (Newins Family Trust T/as)	Calingiri/Bolgart Refuse Site Management - 19/02/2024 to 03/03/2024 Calingiri/Bolgart Refuse Site Management - 19/02/2024 to 03/03/2024	2,961.54 2,961.54	2,961.54	L	
97	EFT13008 364 365 366	29/02/2024 04/02/2024 11/02/2024 18/02/2024	Team Global Express Pty Ltd	Freight Charges Freight Charges 24/01/2024 BFB uniforms Freight Charges 25/01/2024 digga west Freight Charges 05th & 6th February 2024	40.72 74.07 88.74	203.53		
98	EFT13009 112527 112839 112849	29/02/2024 12/02/2024 19/02/2024 19/02/2024	The Farmco / Yerecoin Traders	Council Meetings catering services: Meetings - 7 February 2024 Breifing Sessions-19 February 2024 Council Meetings-14 February 2024	264.00 176.00 264.00	704.00	L	
99	EFT13010 9	29/02/2024 26/02/2024	Thomas Culverwell	Gillingarra Hall - Cleaning - 05/02/2024 to 01/03/2024 Gillingarra Hall - Cleaning - 05/02/2024 to 01/03/2024	300.00 300.00	300.00	L	
100	EFT13011 1629	29/02/2024 21/02/2024	Toodyay Building & Maintenance Services	Carried out bathroom renovations at 12 Harrington St, Calingiri Carried out bathroom renovations at 12 Harrington St, Calingiri	2,500.00 2,500.00	2,500.00		
101	EFT13012 125	29/02/2024 24/02/2024	Tree Tech Australia	Western Power tree pruning Western Power tree pruning	2,805.00 2,805.00	2,805.00		
102	EFT13013 26460	29/02/2024 05/02/2024	Wallis Computer Solutions	NBN - Internet - Shire Office and Staff Housing - February 2024 NBN - Internet - Shire Office and Staff Housing - February 2024	451.00 451.00	451.00		
				<b>EFT Totals</b>	<b>792,422.50</b>	<b>792,422.50</b>		

103	12588 9025194340	23/02/2024 14/02/2024	Water Corporation	Bolgart Cementery-water supply,non standard water service, and application fee meter box service activation & water contribution Bolgart Cementery-water supply,non standard water service, and application fee meter box service activation & water contribution	4,547.24 4,547.24	4,547.24		
				<b>Cheque Totals</b>	<b>4,547.24</b>	<b>4,547.24</b>		
104	DD14638.1	14/02/2024 04/01/2024	Shire of Victoria Plains - credit card Smart Draw Software	Credit card charges - January 2024 Subscription	803.22	1,374.65		9

No	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
	Shire of Victoria Plains			Ordinary Council Meeting 27 March 2024				
		04/01/2024	Bendigo Bank	International fee - Smartdraw	24.10			
		06/01/2024	BP Greenwood	Fuel	219.03			
		12/01/2024	Web Farmweekly	Weekly Subscription	19.00			
		21/01/2024	DropBox	Monthly Subscription	102.00			
		21/01/2024	Bendigo Bank	International fee - Drop Box	3.06			
		24/01/2024	Wanewsdti, Osborne	The Western Australian subscription	28.00			
		24/01/2024	Readdle Inc	Subscription monthly renewal for Flux app -Council Members/Officer	167.22			
		24/01/2024	Bendigo Bank	International fee - Readdle	5.02			
		30/01/2024	Bendigo Bank	Card Fee	4.00			
105		14/02/2024	Shire of Victoria Plains - credit card	Credit card charges - January 2024		993.61		
		11/01/2024	Starlink Internet	Calingiri BFB Internet	139.00			
		20/01/2024	Slims Tyre Services	Tyres for CESM vehicle	663.23			
		25/01/2024	Starlink Internet	Calingiri BFB Internet	174.00			
		30/01/2024	Bendigo Bank	Card Fee	4.00			
		31/12/2023	Arlo	Security Camera Subscription	12.99			
		31/12/2023	Bendigo Bank	International transaction fee	0.39			

PUBLIC ATTACHMENTS 27 MARCH 2024

No	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
				Ordinary Council Meeting 27 March 2024				
106	Shire of Victoria Plains	14/02/2024	Shire of Victoria Plains - credit card	Credit card charges - January 2024		2,908.50		
		02/01/2024	Bunnings	Signage	91.83			
		03/01/2024	Shire of Victoria Plains	Number plate change	31.10			
		05/01/2024	Geraldton Mower Specialist	Repairs of mower	167.20			
		06/01/2024	Court 3	Works Manager uniform	337.00			
		06/01/2024	Brand Enterprise	Reticulation - Calingiri Town	964.00			
		08/01/2024	Bunnings Geraldton	Garden sprays	182.99			
		16/01/2024	Bunnings Geraldton	Bathroom flooring - staff housing 12 Harrington St Calingiri	61.89			
		19/01/2024	BP Bindoon	Bindoon Fire Drinks	171.60			
		22/01/2024	Bunnings Geraldton	Bathroom materials - Staff housing - 12 Harrington St Calingiri	182.60			
		22/01/2024	Supercheap	Number plate covers - DCEO vehicle	49.99			
		22/01/2024	Supercheap	Number plate covers - CEO vehicle	99.98			
		30/01/2024	Bunnings	Irrigation equipment - 13 Lamber Crescent Calingiri	40.94			
		30/01/2024	Bunnings	Batteries for Depot	40.44			
		30/01/2024	Bendigo Bank	Card Fee	4.00			
		31/01/2024	Flight Store	Go Pro - Rd Maintenance evidence	74.94			
		31/01/2024	Camera House	Go Pro - Rd Maintenance evidence	408.00			
107		14/02/2024	Shire of Victoria Plains - credit card	Credit card charges - January 2024		726.63		
		03/01/2024	Seven-Eleven	Fuel	58.39			
		06/01/2024	Earn & Excel	Staff Microsoft Training	41.54			
		08/01/2024	Liberty	Fuel	29.95			
		10/01/2024	X Convenience	Fuel	66.31			
		20/01/2024	7-Eleven	Fuel	37.42			
		23/01/2024	DoT	Plate Change	37.80			
		27/01/2024	Seton	Scissor Mop	451.22			
		29/11/2023	Bendigo Bank	Card Fee	4.00			
108	DD14640.1 January 2024	14/02/2024	Wright Express Australia Pty Ltd	Fuel card charges - January 2024		492.87		
		30/01/2024		Cardholder 1 - Management Fee - CEO's vehicle	5.24			
		30/01/2024		Cardholder 2 - Diesel fuel plus management fee - CESM Vehicle	487.63			
				<b>Credit Cards Totals</b>	<b>6,496.26</b>	<b>6,496.26</b>		
109	DD14594.1 139506111	01/02/2024	inet Limited	Internet charges - Mogumber/Bolgart Library - February 2024		79.98		
		18/01/2024		Internet charges - Mogumber/Bolgart Library - February 2024	79.98			
110	DD14595.1 9024949617	02/02/2024	Water Corporation	Water usage- Standpipe Lot 77 Yulgering Road		5,121.27		
		04/01/2024		Water usage- Standpipe Lot 77 Yulgering Road	5,121.27			
111	DD14597.1 1583901424	05/02/2024	Telstra Corporation Ltd	Telephone Accounts Mobiles -		871.93		
		17/01/2024		Telephone Accounts Mobiles - Works/Depot - February 2024,	871.93			
112	DD14622.1 6308416000	14/02/2024	Telstra Corporation Ltd	Telephone charges - November 2023 to January 2024		719.17		
		30/01/2024		Telephone charges-November 2023 to January 2024	719.17			
113	DD14628.1 T1000	02/02/2024	Shire of Victoria Plains (Department Of Transport)	Transport licensing transactions 31/1/2024		377.20		
		02/02/2024		Transport licensing transactions 31/1/2024	377.20			
114	DD14628.2 T1000	05/02/2024	Shire of Victoria Plains (Department Of Transport)	Transport licensing transactions 1/2/24		200.00		
		05/02/2024		Transport licensing transactions 1/2/24	200.00			
115	DD14628.4 T1000	07/02/2024	Shire of Victoria Plains (Department Of Transport)	Transport licensing transactions 7/2/24		200.00		
		07/02/2024		Transport licensing transactions 7/2/24	200.00			11

No	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
				Ordinary Council Meeting 27 March 2024				
116	Shire of Victoria Plains DD14628.5 T1000	08/02/2024 08/02/2024	Shire of Victoria Plains (Department Of Transport)	Transport licensing transactions 6/2/24 Transport licensing transactions 6/2/24	470.50 470.50	470.50		
117	DD14628.6 T1000	09/02/2024 09/02/2024	Shire of Victoria Plains (Department Of Transport)	Transport licensing transactions 7/2/24 Transport licensing transactions 7/2/24	126.00 126.00	126.00		
118	DD14629.1 562695810 595604450 407028000	16/02/2024 27/01/2024 27/01/2024 27/01/2024	Synergy	Electricity Charges - 23/11/2023 to 29/01/2024 Bolgart Hall Road Board Building Bolgart Play Group	269.68 312.95 241.36	823.99		
119	DD14631.1 174813470	20/02/2024 31/01/2024	Synergy	Electricity Charges - Bolgart Caravan Park Electricity Charges - Bolgart Caravan Park	254.71 254.71	254.71		
120	DD14635.1 T1000	12/02/2024 12/02/2024	Shire of Victoria Plains (Department Of Transport)	Transport licensing transactions 08/02/24 Transport licensing transactions 08/02/24	31.10 31.10	31.10		
121	DD14636.1 T1000	14/02/2024 14/02/2024	Shire of Victoria Plains (Department Of Transport)	Transport licensing transactions 12/02/2024 Transport licensing transactions 12/02/2024	130.50 130.50	130.50		
122	DD14636.2 T1000	16/02/2024 16/02/2024	Shire of Victoria Plains (Department Of Transport)	Transport licensing transactions 14/2/2024 Transport licensing transactions 14/2/2024	200.00 200.00	200.00		
123	DD14636.3 T1000	19/02/2024 19/02/2024	Shire of Victoria Plains (Department Of Transport)	Transport licensing transactions 15/2/2024 Transport licensing transactions 15/2/2024	1,239.45 1,239.45	1,239.45		
124	DD14642.1 T1000	21/02/2024 21/02/2024	Shire of Victoria Plains (Department Of Transport)	Transport Licensing Transactions 19/02/24 Transport Licensing Transactions 19/02/24	246.50 246.50	246.50		
125	DD14652.1 SUPER DEDUCTION DEDUCTION	28/02/2024 28/02/2024 28/02/2024 28/02/2024	Aware Super Pty Ltd	Superannuation contributions and payroll deductions Superannuation contributions Payroll deductions Payroll deductions	6,458.73 100.00 65.61	6,624.34		
126	DD14652.2 SUPER	28/02/2024 28/02/2024	Host Plus Executive	Superannuation contributions Superannuation contributions	233.12 233.12	233.12		
127	DD14652.3 SUPER	28/02/2024 28/02/2024	Rest Industry Super	Superannuation contributions Superannuation contributions	322.38 322.38	322.38		
128	DD14652.4 SUPER DEDUCTION	28/02/2024 28/02/2024 28/02/2024	Cbus Super Australia	Superannuation contributions and payroll deductions Superannuation contributions Payroll deductions'	422.40 264.00	686.40		
129	DD14652.5 SUPER SUPER	28/02/2024 28/02/2024 28/02/2024	Mercer Super	Superannuation contributions Superannuation contributions Superannuation contributions	290.40 119.50	409.90		
130	DD14652.6 DEDUCTION	28/02/2024 28/02/2024	North Superannuation	Superannuation contributions Superannuation contributions	114.81 114.81	114.81		
131	DD14652.7 DEDUCTION SUPER	28/02/2024 28/02/2024 28/02/2024	Macquarie Super Manager II	Superannuation contributions and payroll deductions Payroll Deduction Superannuation contributions	100.00 93.02	193.02		
132	DD14652.8 DEDUCTION SUPER SUPER	28/02/2024 28/02/2024 28/02/2024 28/02/2024	Australian Super Pty Ltd	Superannuation contributions amd payroll deductions Payroll Deduction Superannuation contributions Superannuation contributions	242.00 741.35 114.81	1,098.16		
133	DD14652.9 SUPER	28/02/2024 28/02/2024	TWU Super	Superannuation contributions Superannuation contributions	310.89 310.89	310.89		12

No	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
				Ordinary Council Meeting 27 March 2024				
134	Shire of Victoria Plains DD14654.1 SUPER DEDUCTION DEDUCTION DEDUCTION	14/02/2024 14/02/2024 14/02/2024 14/02/2024 14/02/2024	Aware Super Pty Ltd	Superannuation contributions and payroll deductions Superannuation contributions Payroll Deduction Payroll Deduction Superannuation contributions	 5,108.02 182.70 100.00 58.32	5,449.04		
135	DD14654.2 SUPER	14/02/2024 14/02/2024	Rest Industry Super	Superannuation contributions Superannuation contributions	 316.99	316.99		
136	DD14654.3 SUPER DEDUCTION	14/02/2024 14/02/2024 14/02/2024	Australian Super Pty Ltd	Superannuation contributions amd payroll deductions Superannuation contributions Payroll Deduction	 304.93 190.58	495.51		
137	DD14654.4 SUPER DEDUCTION	14/02/2024 14/02/2024 14/02/2024	Cbus Super Australia	Superannuation contributions amd payroll deductions Superannuation contributions Payroll Deduction	 396.00 247.50	643.50		
138	DD14654.5 SUPER SUPER	14/02/2024 14/02/2024 14/02/2024	Mercer Super	Superannuation contributions amd payroll deductions Superannuation contributions Payroll Deduction	 290.40 119.50	409.90		
139	DD14654.6 DEDUCTION SUPER	14/02/2024 14/02/2024 14/02/2024	North Superannuation	Superannuation contributions amd payroll deductions Superannuation contributions Payroll Deduction	 103.20 330.24	433.44		
140	DD14654.7 DEDUCTION SUPER	14/02/2024 14/02/2024 14/02/2024	Macquarie Super Manager II	Superannuation contributions amd payroll deductions Superannuation contributions Payroll Deduction	 100.00 93.02	193.02		
141	DD14654.8 SUPER	14/02/2024 14/02/2024	TWU Super	Superannuation contributions Superannuations contributions	 323.03	323.03		
142	DD14654.9 SUPER	14/02/2024 14/02/2024	AMP Life Limited	Superannuation contributions Superannuation contributions	 173.34	173.34		
143	DD14657.1 T1000	28/02/2024 28/02/2024	Shire of Victoria Plains (Department Of Transport)	Transport licensing Transactions Transport Licensing Transactions	 31.10	31.10		
144	DD14658.1 240020510 240020510	29/02/2024 09/02/2024 09/02/2024	Synergy	Street lighting - Electricity Charges Electricity Charges - December 2023 Electricity Charges - November 2023	 1,422.51 1,469.92	2,892.43		
145	DD14660.1 LOAN - FEB 23	23/02/2024 23/02/2024	Western Australian Treasury Corporation	Loan 87 repayment - February 2024 - Plant Replacement Loan 87 repayment - February 2024 - Plant Replacement	 124,663.31	124,663.31		
146	DD14660.2 LOAN REPAYMENT-FEB	29/02/2024 29/02/2024	Western Australian Treasury Corporation	Loan 84 repayment - February 2024 - Piawaning Water Supply Loan 84 repayment - February 2024 - Piawaning Water Supply	 9,938.62	9,938.62		
147	DD14666.1 BATCH 14661	29/02/2024 29/02/2024	Shire of Victoria Plains (Department Of Transport)	Transport Licensing Transactions 27/02/24 Transport licensing Transactions 27/02/24	 494.30	494.30		
148	DD14652.10 SUPER	28/02/2024 28/02/2024	AMP Life Limited	Superannuation contributions Superannuation contributions	 177.61	177.61		
149	DD14652.11 SUPER	28/02/2024 28/02/2024	Commonwealth Essential Super	Superannuation contributions Superannuation contributions	 199.03	199.03		
150	DD14652.12 SUPER	28/02/2024 28/02/2024	Public Sector Superannuation	Superannuation contributions Superannuation contributions	 592.31	592.31		
151	DD14654.10 SUPER	14/02/2024 14/02/2024	Commonwealth Essential Super	Superannuation contributions Superannuation contributions	 199.03	199.03		
152	DD14654.11 SUPER	14/02/2024 14/02/2024	Public Sector Superannuation	Superannuation contributions Superannuations contributions	 592.31	592.31		13

No	Chq/EFT	Date	Name	Description	Invoice Amount	Payment Total	Type	Funding
153	DD14654.12 Shire of Victoria Plains SUPER	14/02/2024 14/02/2024	Host Plus Executive	Ordinary Council Meeting 27 March 2024 Superannuation contributions	385.67	385.67		
154	DD	29/02/2024	Bendigo Bank	Bank fees and charges	463.39	463.39		
<b>Direct Debits Total</b>					<b>170,152.20</b>	<b>170,152.20</b>		
155	Payroll	14/02/2024	Employees	Payroll PE 14/02/2024	57,306.10	57,306.10		
156	Payroll	28/02/2024	Employees	Payroll PE 28/02/2024	75,169.22	75,169.22		
<b>Payroll Total</b>					<b>132,475.32</b>	<b>132,475.32</b>		

	Abbreviations							
F	Funded			EFT Total	792,422.50		71.64%	
L	Local Supplier			Cheques Total	4,547.24		0.41%	
				Charge Cards Total	6,496.26		0.59%	
				Direct Debit Total	170,152.20		15.38%	
				Trust Total	-		0.00%	
				Payroll Total	132,475.32		11.98%	
				<b>Total</b>	<b>1,106,093.52</b>		<b>100.00%</b>	
				Local Suppliers	41,371.17		3.74%	
				Employees	132,475.32		11.98%	
				<b>Combined Total</b>	<b>173,846.49</b>		<b>15.72%</b>	

PUBLIC ATTACHMENTS 27 MARCH 2024



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# SHIRE OF VICTORIA PLAINS

## MONTHLY FINANCIAL REPORT

For the Period Ending 29 February 2024

PUBLIC ATTACHMENTS 27 MARCH 2024

**SHIRE OF VICTORIA PLAINS**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ending 29 February 2024**  
**[CONTENTS PAGE](#)**

**Financial Statements**

- Statement of Comprehensive Income by Nature or Type
- 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
Material Variance Explanations	Note 13

PUBLIC ATTACHMENTS 27 MARCH 2024



**SHIRE OF VICTORIA PLAINS**

**STATEMENT OF COMPREHENSIVE INCOME**

For the Period Ending 29 February 2024

**BY PROGRAM**

	Annual Budget	Amended Budget	YTD Budget	YTD Actual
Note	\$		\$	\$
<b>Revenue</b>				
General Purpose Funding	4,124,880	3,637,653	3,626,263	<b>3,644,023</b>
Governance	67,452	210,242	65,327	<b>86,809</b>
Law, Order & Public Safety	520,285	523,885	359,216	<b>304,890</b>
Health	350	350	264	<b>1,442</b>
Educations & Welfare	30,000	30,000	30,000	<b>49,965</b>
Housing	68,110	68,110	45,400	<b>47,000</b>
Community Amenities	426,352	425,652	383,310	<b>389,632</b>
Recreation & Culture	12,243	12,243	7,542	<b>7,287</b>
Transport	7,762,130	7,647,965	3,216,879	<b>3,145,031</b>
Economic Services	10,350	30,450	6,789	<b>28,056</b>
Other Property & Services	15,000	11,500	9,164	<b>19,566</b>
	<b>13,037,152</b>	<b>12,598,050</b>	<b>7,750,154</b>	<b>7,723,701</b>
<b>Expenses</b>				
General Purpose Funding	(193,070)	(193,070)	(130,262)	<b>(124,490)</b>
Governance	(613,381)	(650,177)	(456,409)	<b>(498,491)</b>
Law, Order & Public Safety	(1,022,827)	(994,711)	(492,589)	<b>(489,567)</b>
Health	(136,801)	(136,801)	(85,030)	<b>(91,643)</b>
Educations & Welfare	(129,341)	(129,341)	(98,400)	<b>(176,248)</b>
Housing	(280,077)	(293,227)	(190,077)	<b>(188,209)</b>
Community Amenities	(617,560)	(634,604)	(423,317)	<b>(451,678)</b>
Recreation & Culture	(708,030)	(735,032)	(496,432)	<b>(472,918)</b>
Transport	(5,318,571)	(5,332,422)	(3,519,353)	<b>(2,741,555)</b>
Economic Services	(337,894)	(337,891)	(218,536)	<b>(206,218)</b>
Other Property & Services	(116,284)	(126,283)	(101,350)	<b>(171,356)</b>
	<b>(9,473,833)</b>	<b>(9,563,559)</b>	<b>(6,211,755)</b>	<b>(5,612,373)</b>
Net Result for the period	<b>3,563,319</b>	<b>3,034,491</b>	<b>1,538,399</b>	<b>2,111,328</b>

**SHIRE OF VICTORIA PLAINS**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 29 February 2024**

	Note	Annual Budget \$	Amended Budget	YTD Budget \$	YTD Actual \$
<b>Opening Funding Surplus / (Deficit)</b>		<b>(12,763)</b>	<b>890,286</b>	<b>890,286</b>	<b>890,286</b>
<b>Revenue from Operating Activities</b>					
Rates		3,542,666	3,512,055	3,512,055	<b>3,507,244</b>
Grants, subsidies and contributions	10b	1,047,098	590,482	519,443	<b>566,965</b>
Fees and charges		222,749	238,649	177,039	<b>192,089</b>
Interest Revenue		58,019	90,809	70,539	<b>77,404</b>
Other revenue		151,218	126,818	113,829	<b>85,111</b>
Profit on disposal of assets	6a	58,952	58,952	58,952	<b>51,552</b>
		<b>5,080,703</b>	<b>4,617,765</b>	<b>4,451,857</b>	<b>4,480,365</b>
<b>Expenditure from Operating Activities</b>					
Employee costs		(2,307,701)	(2,254,902)	(1,455,210)	<b>(1,419,801)</b>
Materials and contracts		(2,347,190)	(2,487,212)	(1,646,428)	<b>(1,574,987)</b>
Utility charges		(132,393)	(132,393)	(88,952)	<b>(86,508)</b>
Depreciation on non-current assets		(4,273,564)	(4,273,565)	(2,393,052)	<b>(2,269,948)</b>
Finance Costs (Interest)		(70,511)	(70,511)	(50,356)	<b>(50,290)</b>
Insurance expenses		(189,840)	(189,841)	(170,837)	<b>(168,391)</b>
Other expenditure		(75,610)	(78,110)	(40,920)	<b>(42,448)</b>
Loss on disposal of assets	6a	(77,025)	(77,025)	-	-
		<b>(9,473,834)</b>	<b>(9,563,559)</b>	<b>(5,845,755)</b>	<b>(5,612,373)</b>
<b>Excluded Non-cash Operating Activities</b>					
Depreciation and amortisation		4,273,564	4,273,565	2,393,052	<b>2,269,948</b>
(Profit) / loss on asset disposal	6a	(18,073)	(18,073)	(58,952)	<b>(51,552)</b>
Receivables for employee related provisions		-	-	-	<b>(4,239)</b>
Accrued Interest on Loans		-	-	-	<b>(27,424)</b>
<b>Net Amount from Operating Activities</b>		<b>(137,640)</b>	<b>(690,302)</b>	<b>940,203</b>	<b>1,054,725</b>
<b>Investing Activities</b>					
Capital Grants, subsidies and contributic	10a	7,956,450	7,980,285	3,399,532	<b>3,243,336</b>
Proceeds from disposal of assets	6b	251,000	251,000	73,200	<b>70,454</b>
Land and buildings	7	(227,000)	(227,000)	(160,000)	<b>(84,304)</b>
Plant and equipment	7	(978,274)	(978,274)	(365,000)	<b>(348,702)</b>
Furniture and equipment	7	(47,000)	(55,800)	(15,800)	<b>(15,800)</b>
Infrastructure - roads	7	(7,200,780)	(7,200,780)	(4,275,164)	<b>(4,184,941)</b>
Infrastructure - other	7	(426,002)	(604,377)	(158,243)	<b>(165,402)</b>
<b>Net Amount from Investing Activities</b>		<b>(671,606)</b>	<b>(834,946)</b>	<b>(1,501,475)</b>	<b>(1,485,359)</b>
<b>Financing Activities</b>					
Proceeds from self supporting loans	8	21,598	21,598	-	-
Proceeds from Long Term Borrowings		-	-	-	-
Repayment of borrowings	8	(268,431)	(268,431)	(236,742)	<b>(236,742)</b>
Transfer from reserves	5	1,102,480	1,102,480	-	-
Transfer to reserves	5	(92,526)	(92,526)	(19,666)	<b>(19,666)</b>
<b>Net Amount from Financing Activities</b>		<b>763,121</b>	<b>763,121</b>	<b>(256,408)</b>	<b>(256,408)</b>
<b>Closing Funding Surplus / (Deficit)</b>	1	<b>(58,888)</b>	<b>128,159</b>	<b>72,606</b>	<b>203,243</b>

**SHIRE OF VICTORIA PLAINS**  
**STATEMENT OF FINANCIAL POSITION**  
**For the Period Ending 29 February 2024**

	Note	2024	2023
		\$	\$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	2	1,105,696	2,252,544
Trade and other receivables	4a	701,543	154,003
Other financial assets	2	1,280,808	1,254,432
Inventories		9,178	8,280
Other assets		202,783	202,783
<b>TOTAL CURRENT ASSETS</b>		<b>3,300,009</b>	<b>3,872,041</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables	4b	10,996	10,996
Other financial assets		181,641	181,641
Property, plant and equipment		12,318,865	12,258,108
Infrastructure		127,023,771	124,574,226
<b>TOTAL NON-CURRENT ASSETS</b>		<b>139,535,273</b>	<b>137,024,971</b>
<b>TOTAL ASSETS</b>		<b>142,835,282</b>	<b>140,897,012</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	9a	421,910	326,566
Other liabilities	9b	1,212,823	1,212,823
Borrowings	8	31,945	296,111
Employee related provisions		166,624	166,624
<b>TOTAL CURRENT LIABILITIES</b>		<b>1,833,302</b>	<b>2,002,124</b>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	8	1,580,806	1,580,806
Employee related provisions		32,652	36,891
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>1,613,459</b>	<b>1,617,697</b>
<b>TOTAL LIABILITIES</b>		<b>3,446,761</b>	<b>3,619,821</b>
<b>NET ASSETS</b>		<b>139,388,519</b>	<b>137,277,191</b>
<b>EQUITY</b>			
Retained surplus		13,324,131	13,324,131
Net Result - Comprehensive Income		2,111,328	
Transfer to /from Reserves	5	(19,666)	
Reserve accounts	5	1,273,555	1,253,888
Revaluation surplus		122,699,172	122,699,172
<b>TOTAL EQUITY</b>		<b>139,388,519</b>	<b>137,277,191</b>

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 29 February 2024

1. Net Current Funding Position

	Note	Current Month 29 Feb 24 \$	Prior Year Closing 30 Jun 23 \$
<b>Current Assets</b>			
Cash and cash equivalents	2	1,105,696	2,252,544
Trade and other receivables	4a	701,543	154,003
Reserves	5	1,273,555	1,232,578
Self Support Loan Debtor		7,253	21,854
Inventories		9,178	8,280
Other assets		202,783	202,783
<b>Total Current Assets</b>		<b>3,300,009</b>	<b>3,872,041</b>
<b>Current Liabilities</b>			
Trade and other payables		(421,910)	(326,566)
Other liabilities		(1,212,823)	(1,212,823)
Borrowings		(31,945)	(296,111)
Employee related provisions		(166,624)	(166,624)
<b>Total Current Liabilities</b>		<b>(1,833,303)</b>	<b>(2,002,124)</b>
Provisions			
<b>Total Current Liabilities</b>		<b>(1,833,303)</b>	<b>(2,002,124)</b>
Less: cash reserves	5	(1,273,555)	(1,253,889)
Less: Self-supporting loan		(21,854)	(21,854)
Add: loan principal (current)		31,945	296,111
Add: employee leave reserve			
Add: Accrued interest on loans			
<b>Net Funding Position - Surplus / (Deficit)</b>		<b>203,243</b>	<b>890,286</b>

PUBLIC ATTACHMENTS 27 MARCH 2024

SHIRE OF VICTORIA PLAINS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ending 29 February 2024

Note 2

Cash and Financial Assets

Description	Unrestricted	Restricted	Total Cash	Institution	Interest Rate	Maturity Date
	\$	\$	\$			
<b>Cash on hand</b>						
Petty Cash Float	700		700	Bendigo Bank	na	na
Municipal Funds Bank A/c	75,065		75,065	Bendigo Bank	0.00%	na
Municipal Savings Bank Account	490		490	Bendigo Bank	1.25%	na
Municipal Term 208252635	-		-	Bendigo Bank	0.00%	closed
Muni Savings - Restricted - WSN 30001985	-	74,777	74,777	Bendigo Bank	1.25%	na
Muni Savings - Restricted - WSN 21117030	-	-	-	Bendigo Bank	1.25%	na
Muni Savings - Restricted - RTR	-	-	-	Bendigo Bank	1.25%	na
Muni Savings - Restricted - DWER		232,047	232,047	Bendigo Bank	1.25%	na
Muni Savings - Restricted - Others		38,038	38,038	Bendigo Bank	1.25%	na
Term Deposit - Restricted Account	-	-	-	Bendigo Bank	0.00%	closed
Muni Savings Restricted - Blackspot Funding	-	323,196	323,196	Bendigo Bank	1.25%	na
Muni Savings Restricted - LRCI	-	361,384	361,384	Bendigo Bank	1.25%	na
<b>Subtotal</b>	<b>76,255</b>	<b>1,029,441</b>	<b>1,105,696</b>			
<b>Financial Assets at Amortised Cost</b>						
Reserve Savings Bank Account		446,126	446,126	Bendigo Bank	1.25%	na
Reserves - Term Deposits		827,429	827,429	Bendigo Bank	4.00%	5/06/2024
Self supporting loans receivable		7,253				
<b>Subtotal</b>	<b>0</b>	<b>1,280,808</b>	<b>1,273,555</b>			
<b>Total Cash and Financial Assets</b>	<b>76,255</b>	<b>2,310,249</b>	<b>2,379,251</b>			

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 29 Feb 24
	\$	\$	\$	\$
Other	-	-	-	-
<b>Total Funds in Trust</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**SHIRE OF VICTORIA PLAINS**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**

**For the Period Ending 29 February 2024**

**Note 4**

**Debtors**

**Current Assets**

**(a) Trade and other Receivables**

	<b>29 Feb 24</b>	<b>30 Jun 23</b>
	\$	\$
Rates and statutory receivables	266,149	78,612
Sundry Debtors (Trade Receivable)	419,669	60,296
Receipting Suspense	(8,794)	(5,916)
GST Receivable	21,086	28,227
Allowance for Bad Debts	(13,465)	(13,465)
Receivables for employee related provisions	-	4,239
Other Receivables	16,898	2,010
<b>Total</b>	<b>701,543</b>	<b>154,003</b>

represented by:

**Rates Receivable**

	<b>29 Feb 24</b>	<b>30 Jun 23</b>
	\$	\$
Rates receivables	268,001	72,987.52
Rubbish	1,074	2,175.48
Sewerage	2,114	1,362.00
ESL Charges	5,110	2,087
Prepaid Rates - Excess Rates	(10,149)	
<b>Total Rates Receivable Outstanding</b>	<b>266,149</b>	<b>78,612</b>

**General Receivables - Trade Receivables**

	<b>29 Feb 24</b>	<b>30 Jun 23</b>
	\$	
Current	369,280	64,869
30 Days*	50	4,136
60 Days	47,716	
90+ Days	2,623	
<b>Total General Receivables Outstanding</b>	<b>419,669</b>	

\* ATO / BAS

**Analysis**

Closing balances - prior year	74,890
Prepaid / Unallocated Rates	(10,149)
All Rates levied this year	3,440,303
Closing balances - current month	(266,149)
<b>Total Rates Collected to Date</b>	<b>3,238,895</b>

Debt Collection with AMPAC	51,188
Interim Rates 23-24	873
Payment Arrangement	1,537
Debt Collection on Hold	7,554
Overdue no reason	1,021
Instalments	214,125
Unallocated	(10,149)
<b>Total</b>	<b>266,149</b>

**(b) Non-Current Assets**

Deferred Rates	<b>10,996</b>	<b>10,996</b>
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**SHIRE OF VICTORIA PLAINS**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 29 February 2024**

**Note 5**  
**Cash Reserves**

Reserve	Opening Balance 01.07.23	Transfer From		Interest Received		Transfer To		Closing Balance	
		Actual 23/24	Budget 23/24	Actual 23/24	Budget 23/24	Actual 23/24	Budget 23/24	Actual 29/02/2024	Budget 30/06/2024
Long Service Leave	4,519		-	71	136		-	4,590	4,655
Plant	675,151		(300,000)	10,589	10,141		-	685,740	385,292
Housing	143,775		(46,000)	2,255	4,319		-	146,030	102,094
Sewerage Scheme - Calingiri	49,914		-	783	1,499		-	50,697	51,413
Refuse Site	256,281		-	4,019	7,699		-	260,300	263,980
Building Maintenance	40,489		-	635	1,216		25,000	41,124	66,705
Infrastructure	54,945		-	862	1,651		40,000	55,807	96,596
Gymnasium	7,481		-	117	225		-	7,598	7,706
Sewerage Scheme - Yerecoin	21,334		-	335	641		-	21,669	21,975
Unspent Grants Reserve	756,480		(756,480)				-		-
<b>Total</b>	<b>2,010,369</b>	<b>-</b>	<b>(1,102,480)</b>	<b>19,666</b>	<b>27,526</b>	<b>-</b>	<b>65,000</b>	<b>1,273,555</b>	<b>1,000,415</b>

**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

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 29 February 2024**

**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 \$
	23/24	23/24	23/24	23/24	23/24	23/24
<b>Plant &amp; Equipment</b>						
<b>Governance</b>						
CEO's Vehicle VP0	57,954	70,000	88,636	100,000	30,682	30,000
DCEO's Vehicle VP00	-	40,000	-	70,000	-	30,000
<b>Law, Order &amp; Public Safety</b>						
CESM Vehicle	-	28,000	-	65,000	-	37,000
<b>Transport</b>						
PLR10 - Bobcat T650 Track Loader	-	38,000	-	182,274	-	144,274
PTK16 - Mitsubishi Fuso 13T Tip Truck	-	30,000	-	270,000	-	240,000
PTL09 - Roadserve Series Water Tanker	-	20,000	-	45,000	-	25,000
PTL12 - Bobcat Trailer Single Axle	-	10,000	-	40,000	-	30,000
PVW60 Works - Holden Colorado	12,500	-	-	-	-	-
WSM Vehicle VP000	-	15,000	-	75,000	-	60,000
<b>Totals</b>	\$ 70,454	\$ 251,000	\$ 88,636	\$ 847,274	\$ 30,682	\$ 596,274

**Note 6b****Profit and Loss on Disposals for the Year 2023/24**

Plant & Equipment	Proceeds from Sale		Written Down Value		Profit/(Loss) on Disposal	
	Actual	Budget \$	Actual	Budget \$	Actual	Budget \$
	23/24	(23/24)	23/24	(23/24)	23/24	(23/24)
<b>Governance</b>						
CEO's Vehicle VP0	57,954	70,000	18,901	27,830	39,053	42,170
DCEO's Vehicle VP00	-	40,000	-	31,335	-	8,665
Subtotal	57,954	110,000	18,901	59,165	39,053	50,835
<b>Law, Order &amp; Public Safety</b>						
CESM Vehicle	-	28,000	-	56,115	-	(28,115)
<b>Transport</b>						
PLR10 - Bobcat T650 Track Loader	-	38,000	-	30,173	-	7,827
PTK16 - Mitsubishi Fuso 13T Tip Truck	-	30,000	-	29,710	-	290
PTL09 - Roadserve Series Water Tanker	-	20,000	-	56,203	-	(36,203)
PTL12 - Bobcat Trailer Single Axle	-	10,000	-	17,786	-	(7,786)
PVW60 Works - Holden Colorado	12,500	-	-	-	-	-
WSM Vehicle VP000	-	15,000	-	19,921	-	(4,921)
Subtotal	12,500	113,000	-	153,793	-	(40,793)
<b>Totals</b>	70,454	251,000	18,901	269,073	39,053	(18,073)



**SHIRE OF VICTORIA PLAINS**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 29 February 2024**

**Note 7 Acquisition/Construction of Assets**

Program/Sub-program	Non-Infrastructure						Infrastructure				TOTAL	
	Land & Buildings		Plant & Equipment		Furniture & Equipment		Roads		Other		Actual (23/24)	Budget (23/24)
	Actual (23/24)	Budget (23/24)	Actual (23/24)	Budget (23/24)	Actual (23/24)	Budget (23/24)	Actual (23/24)	Budget (23/24)	Actual (23/24)	Budget (23/24)		
<b>Governance</b>												
Chambers Furniture & Equip					15,800	15,800					15,800	15,800
CEO Vehicle Replacement			88,636	100,000							88,636	100,000
DCEO Vehicle			71,597	70,000							71,597	70,000
<b>Law, Order &amp; Public Safety</b>												
CESM Vehicle			-	65,000							-	65,000
Fire Fighting Units x 2			-	10,000							-	10,000
Animal Pound / Shelter					-	35,000					-	35,000
<b>Housing</b>												
12 Harrington Bathroom Renovations	13,305	10,000									13,305	10,000
15 Lambert - Flooring	-	7,000									-	7,000
Staff Housing Fencing	27,180	30,000									27,180	30,000
Retaining Wall - U1 & 2 Calingiri	17,537	40,000									17,537	40,000
<b>Community Amenities</b>												
E-Waste Transfer Station									14,368	246,260	14,368	246,260
<b>Recreation and Culture</b>												
Oval Pump Shed	14,840	10,000									14,840	10,000
Oval Pump System			63,771	65,000							63,771	65,000
Mogumber Toilets									6,572	6,788	6,572	6,788
Mogumber Hall Roof	-	120,000									-	120,000
<b>Transport</b>												
Water Tanker			44,264	45,000							44,264	45,000
9T Tip Truck - VP42			-	270,000							-	270,000
Prime Mover Float Refurbishment			-	40,000							-	40,000
WSM Vehicle			73,235	75,000							73,235	75,000
Bobcat / Forest Mulcher				182,274							-	182,274
Tag Trailer				40,000							-	40,000
Tractor Slasher			7,200	10,000							7,200	10,000
Roller Padfoot Shells			-	6,000							-	6,000
Depot Office Renovations	11,441	10,000									11,441	10,000
<b>Infrastructure - Roads Council Funded</b>												
Bolgart Kerbing							42,029	20,000			42,029	20,000
Footpaths							23,855	20,000			23,855	20,000
Parker Road - Bore									31,996		31,996	-
<b>Infrastructure - R2R</b>												
Mogumber-Yarawindah Road #5							439,118	344,545			439,118	344,545
Old Telegraph Road							167,795	164,567			167,795	164,567
Boundary Road							20,518	20,518			20,518	20,518
<b>MRWA / AGLIME (CBH)</b>												
Calingiri - New Norcia Road							-	556,974			-	556,974
Calingiri - New Norcia Road							432,514	1,020,991			432,514	1,020,991
Toodyay - Bindi Bindi Rd Nth (RRG)							213,423	837,901			213,423	837,901
Toodyay - Bindi Bindi Rd Nth Reseal (RRG)							-	86,013			-	86,013

PUBLIC ATTACHMENTS 27 MARCH 2024

SHIRE OF VICTORIA PLAINS  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ending 29 February 2024

Note 7 Acquisition/Construction of Assets

Program/Sub-program	Non-Infrastructure						Infrastructure				TOTAL	
	Land & Buildings		Plant & Equipment		Furniture & Equipment		Roads		Other		Actual (23/24)	Budget (23/24)
	Actual (23/24)	Budget (23/24)	Actual (23/24)	Budget (23/24)	Actual (23/24)	Budget (23/24)	Actual (23/24)	Budget (23/24)	Actual (23/24)	Budget (23/24)		
Wongan, Calingiri- Carami East Road (BS)							87,308	305,700			87,308	305,700
<b>WSFN</b>												
Mogumber-Yarawindah WSFN #5							942,796	1,024,167			942,796	1,024,167
Mogumber-Yarawindah Rd - (C/Fwd)							1,575,651	1,952,454			1,575,651	1,952,454
Calingiri-New Norcia Rd								200,000			-	200,000
<b>Roadworks - LRCIP Ph 4</b>												
Mogumber-Yarawindah							-	381,412			-	381,412
Signage							19,927	19,104			19,927	19,104
Culverts							-	15,279			-	15,279
Bolgart Bridge							-	11,148			-	11,148
<b>LRCIP- Ph 4B Supplementary</b>												
Piawan Wadd Road							86,662	86,662			86,662	86,662
Gillingarra-Glentromie Rd							41,365	41,365			41,365	41,365
Gillingarra-New Norcia Rd							67,255	67,255			67,255	67,255
Goomalling - New Norcia Rd							24,725	24,725			24,725	24,725
<b>Economic Services</b>												
RV Dump Point - Bolgart									10,287	10,000	10,287	10,000
Piawaning Desalination Bore / Plant									58,211	128,095	58,211	128,095
Bolgart Caravan Park Toilet Block									43,968	43,968	43,968	43,968
<b>Other Property &amp; Services</b>												
											-	-
<b>Totals</b>	84,304	227,000	348,702	978,274	15,800	50,800	4,184,941	7,200,780	165,402	435,111	4,799,149	8,891,965
	TOTAL NON-INFRASTRUCTURE \$						448,806	\$		1,256,074		
							TOTAL INFRASTRUCTURE \$		4,350,343	\$		7,635,891

PUBLIC ATTACHMENTS 27 MARCH 2024

**SHIRE OF VICTORIA PLAINS**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ending 29 February 2024

**Note 8****Loan Funding**

Loan Details No.	Amount Outstanding 1.7.23	Interest Repayments		Principal Repayments		Principal Outstanding 29.02.24
		Actual 23/24	Budget 23/24	Actual 23/24	Budget 23/24	
<b>Self Supporting Loans</b>						
83	142,378	4,736	7,203	9,864	21,598	132,513
<b>Other Loans</b>						
84	66,231	978	1,536	18,342	18,341	47,889
85	140,885	316	1,109	19,872	39,828	121,013
87	1,500,000	38,524	60,663	188,664	188,664	1,311,336
<b>Total</b>	<b>1,849,494</b>	<b>44,555</b>	<b>70,511</b>	<b>236,742</b>	<b>268,431</b>	<b>1,612,752</b>

Current Loan Liability 268,687

Non-Current Loan Liability 1,580,806

**Total Loan Liability 1,849,494**

31,945

1,580,806

**1,612,752**

PUBLIC ATTACHMENTS 27 MARCH 2024

**SHIRE OF VICTORIA PLAINS**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 29 February 2024**

**Note 9****9a Payables**

	<b>2024</b>	<b>2023</b>
<b>Current</b>	<b>\$</b>	<b>\$</b>
Sundry creditors	390,672	156,267
Accrued Salaries & Wages	-	44,487
Prepaid Rates - Excess Rates		56,699
ATO liabilities	5	-
Bonds and deposits held	28,322	37,111
Accrued Expenses	2,910	32,000
	<u>421,910</u>	<u>326,565</u>

**9b Other Liabilities**

	<b>2024</b>	<b>2023</b>
<b>Current</b>	<b>\$</b>	<b>\$</b>
Contract Liabilities	1,212,823	1,212,823
	<u>1,212,823</u>	<u>1,212,823</u>

PUBLIC ATTACHMENTS 27 MARCH 2024

**SHIRE OF VICTORIA PLAINS**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 29 February 2024**

**Note 10****a)Capital Grants, Subsidies and Contributions**

	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Revenue Actual</b>	<b>Variance YTD vs Actual</b>
	\$	\$	\$	\$
<b>Law, Order and Public Safety</b>				
Animal Shelter	35,000	35,000	-	35,000
<b>Community Amenities</b>				
E-Waste Infrastructure Grant	230,795	230,795	230,795	-
<b>Economic Services</b>				
Piawaning Desalination Bore/Plant Grant	89,667	50,000	50,000	-
<b>Transport</b>				
Govt Grant - Regional Roads	615,943	461,958	446,880	15,078
Govt Grant - Blackspot	285,320	81,330	81,520	(190)
Govt Grant - R2R	624,422	312,212	296,398	15,814
AG Lime Route 2 - Other Contributions, E.G. CBH	1,020,991	-	-	-
R4R CLGF Grants - Road Projects	556,974	-	-	-
Grant - Local Rural and Community Infrastructure Program(LRCIP)	691,985	385,992	386,876	(884)
WSFN Funding	3,714,216	1,751,108	1,750,867	241
NDRR Grant- Skidsteer	91,137	91,137	-	91,137
<b>TOTAL</b>	<b>7,956,450</b>	<b>3,399,532</b>	<b>3,243,336</b>	<b>156,196</b>

**b)Grants, Subsidies and Contributions**

	<b>Annual Budget</b>	<b>YTD Budget</b>	<b>YTD Revenue Actual</b>	<b>Variance YTD vs Actual</b>
	\$	\$	\$	\$
<b>General Purpose Funding</b>				
Financial Assistance Grants - General	31,683	23,762	23,762	(0)
Financial Assistance Grants - Local Roads	34,099	25,574	25,574	-
<b>Governance</b>				
Traineeship Grant- Dept of Training	-	-	39,275	(39,275)
<b>Law and Public Order</b>				
DFES Operating Grant	83,558	113,954	113,954	1
DFES Contribution - CESM	-	40,011	40,011	(0)
Grant - Mitigation Activity Fund	250,000	125,000	97,203	27,797
Western Power Grant		-	4,499	(4,499)
<b>Education and Welfare</b>				
Grants/contributions to Community Development Programs*	30,000	30,000	46,965	(16,965)
Grant- National Australia Day Council - for Australia Day		-	3,000	(3,000)
<b>Recreation and Culture</b>				
Grant - State Library ICT Grant	-	-	2,731	(2,731)
<b>Transport</b>				
Govt Grant - Direct	161,142	161,142	169,990	(8,848)
<b>TOTAL</b>	<b>590,482</b>	<b>519,443</b>	<b>566,965</b>	<b>(47,522)</b>

<b>Supplementary Information on Grants and Contributions*</b>	<b>Annual Budget</b>	<b>YTD Revenue Actual</b>
	\$	\$
<i>Successful Funding Grant Applications</i>		
<b>Grants/contributions to Community Development Programs</b>	30,000	
Youth Grant		341
Childrens Week Fuel To Go & Play (Teddy Bears Picnic)		1,000
Holyoake - Christmas in July		4,000
National Australia Day Council		12,000
CBH Grass Roots - Movie Screen		2,488
Dept of Infrastructure & Transport - Bolgart Memorial Hall upgrade		21,000
Chalice Mining - Cultural Education Event		5,455
COTA WA Grant		682
<b>TOTAL</b>	<b>30,000</b>	<b>46,965</b>

**SHIRE OF VICTORIA PLAINS**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 29 February 2024**

**Note 11**  
**Restricted Funding**

**Note 9a - Reconciled to Bank Account**

REFERENCE	JOB No.	ACCOUNT NAME	DESCRIPTION	PROJECT ALLOCATION		PROJECT FUNDING		BALANCE							
						1/07/2023	RECEIPTS	COSTS	29/02/2024	CASH BACKED					
30001985	SFN007	WSFN	Geotechnical Investigation	\$	200,000	\$	186,667	\$	74,667	\$	40,907	\$	33,760	\$	33,760
	BS0127	MRWA	Blackspot - Wongan Hills - Calingiri Rd	\$	305,700	\$	203,800	\$	163,040	\$	87,308	\$	75,732	\$	75,732
	RR0127	MRWA	Toodyay - Bindi Bindi Rd Nth	\$	837,901	\$	615,943	\$	446,880	\$	213,423	\$	233,457	\$	233,457
21116497	LRCI	LRCI	LRCI Ph4	\$	381,412	\$	381,412	\$	228,847	\$	-	\$	228,847	\$	228,847
	LRCI	LRCI	LRCI Ph4B	\$	220,007	\$	220,007	\$	132,005	\$	220,007	\$	(88,002)	\$	-
	40346		Piawaning Desalination Bore/Plant	\$	128,095	\$	89,667	\$	59,605	\$	62,671	\$	(3,066)	\$	-
	40344		E-Waste Infrastructure	\$	246,260	\$	230,795	\$	230,795	\$	14,367	\$	216,428	\$	216,428
			Traineeship Grant	\$	-	\$	-	\$	38,000	\$	-	\$	38,000	\$	38,000
			Interest (Net)					\$	-		\$	-	\$	-	-
<b>TOTAL</b>				<b>\$</b>	<b>2,319,375</b>	<b>\$</b>	<b>1,928,291</b>	<b>\$</b>	<b>1,373,839</b>	<b>\$</b>	<b>638,683</b>	<b>\$</b>	<b>735,156</b>	<b>\$</b>	<b>826,224</b>
												Bank Account	\$	1,029,441	
												Transfer to Muni in Mar 24	\$	203,217	

PUBLIC ATTACHMENTS 27 MARCH 2024

SHIRE OF VICTORIA PLAINS  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ending 29 February 2024

Note 12  
Local Roads and Community Infrastructure

Local Roads and Community Infrastructure - MONTHLY REPORT										Nominal Funding Allocation
29/02/2024										Owns Source Expenditure
Council: Shire of Victoria Plains		Phase: 4 and 4B		Total LRCI funding already received:						
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	23-24 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 Mogumber-Yarawindah Rd	\$ 381,412	\$ 381,412	\$ -	\$ -	\$ -	\$ -	Oct-23	Jun-24	Deferred 24/25	
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	\$ 41,365	\$ 41,365	\$ 41,365	\$ -	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	
<b>TOTAL</b>	<b>\$ 601,419</b>	<b>\$ 601,419</b>	<b>\$ 220,007.00</b>	<b>\$ 220,007.00</b>	<b>\$ 220,007.00</b>	<b>\$ -</b>				
Council: Shire of Victoria Plains		Phase: 3		Total LRCI funding already received:						
2 Bolgart Toilet Block	\$ 231,822	\$ 231,822	\$ 231,822	\$ 231,822	\$ 43,968	\$ 0	Nov-22	Aug-23	Completed	
3 Community Signage	\$ 42,458	\$ 42,458	\$ 42,458	\$ 40,822	\$ 19,927		Apr-23	Mar-24	Under construction	
4 Culvert Program	\$ 90,892	\$ 90,892	\$ 85,812	\$ 85,812	\$ -		Nov-22	Mar-24	Under construction	
5 Repair Bolgart Bridge	\$ 45,000	\$ 45,000	\$ 33,852	\$ 33,852	\$ -		Nov-22	Mar-24	Under construction	
<b>TOTAL</b>	<b>\$ 410,172</b>	<b>\$ 410,172</b>	<b>\$ 393,944</b>	<b>\$ 392,307</b>	<b>\$ 63,894</b>	<b>\$ 0</b>				
Council: Shire of Victoria Plains		Phase: 2		Total LRCI funding already received:						
2 Mogumber Toilet	\$ 12,000	\$ 5,000	\$ 5,000	\$ 11,784	\$ 6,572		Oct-22	Nov-23	Completed	
Council: Shire of Victoria Plains		Phase: 1		Total LRCI funding already received:						
10 Standpipe Relocation	\$ 20,000	\$ 14,842	\$ 14,842	\$ 17,099	\$ 17,099		Jul-23	Jan-24	Completed	

**SHIRE OF VICTORIA PLAINS**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ending 29 February 2024**  
**Note 13**  
**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 2023/24 year is \$10,000 and 10%.

Nature or Type	Var \$	Var %	Var	Timing /	Explanation of Variance
				Permanent	
Operating Revenues					
Grants, Subsidies and Contributions	47,522	9%		Permanent	Traineeship Grant received and funds placed in Restricted Assets. Will be realigned in Annual Financial Statements
Fees and Charges	15,050	9%		Timing	Timing issue of YTD budget allocation
Interest Earnings	6,865	10%		Timing	Timing issue of YTD budget allocation
Other Revenue	(28,718)	(25%)	▼	Timing	Timing issue on the raising of DFES / Moora invoicing for CFSM contribution
Profit on Disposal of Assets	(7,400)	(13%)		Timing	Timing of trade in which will be remedied in Mar 24 statements

**Operating Expense**

**Capital Expenditures**

Land and buildings	75,696	(47%)	▼	Timing	Mogumber Roof has not commenced and unlikely to be completed in 23/24
Infrastructure - roads	90,223	(2%)	▼	Timing	some invoices yet to be received and entered into the system



**SHIRE OF VICTORIA PLAINS**  
**NOTES TO THE STATEMENT OF FINANCIAL AC**  
**For the Period Ending 29 February 2024**

**Note 14****Budget Amendments**

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

Description	Classification	Non Cash adjustment \$	Increase in Available Cash \$	Decrease in Available Cash \$	Amended Budget Running Balance \$
Forecast Opening Surplus/(Deficit)					(12,763)
Budget adoption				(58,888)	(46,125)
Surplus or deficit	Opening Surplus		890,286		844,161
Grants, Subsidies and contributions	Operating Revenue			(456,616)	387,545
Rates	Operating Revenue			(30,611)	356,934
Interest	Operating Revenue			32,790	389,724
Other Revenue	Operating Revenue			(24,400)	365,324
Fees and Charges	Operating Revenue			15,900	381,224
Capital Grants	Capital Revenue			23,835	405,059
Materials and Contracts	Operating Expenses			(72,212)	315,333
Payments for Furniture & Fixtures	Capital Expenses			(8,800)	306,533
Payments for Other Infrastructure	Capital Expenses			(178,374)	128,159
			890,286	(698,488)	128,159

PUBLIC ATTACHMENTS 27 MARCH 2024

# Shire of Victoria Plains

Ordinary Election

21 October 2023



## Table of Contents

INTRODUCTION .....	3
ELECTION TIMETABLE .....	3
RETURNING OFFICER.....	3
Appointment .....	3
Duties .....	3
Support for Returning Officer .....	3
ADVERTISING .....	4
Statutory Advertising .....	4
The Commission Website .....	4
ELECTORAL ROLLS.....	4
CANDIDATE INFORMATION ON THE COMMISSION WEBSITE.....	5
NOMINATIONS .....	5
PRODUCTION OF ELECTION PACKAGES AND MAIL-OUT.....	5
ISSUE OF REPLACEMENT AND PROVISIONAL VOTING PAPERS .....	6
VOTING PACKAGES RECEIVED.....	6
CHECKING OF POSTAL VOTING PAPERS.....	6
ELECTION DAY .....	6
COUNTING OF VOTES .....	6
DECLARATION OF RESULTS .....	7
REFUND OF NOMINATION FEES .....	7
STORAGE OF ELECTION MATERIAL .....	7
ELECTOR PARTICIPATION .....	7
CANDIDATE PARTICIPATION .....	7
UNCLAIMED MAIL .....	7
LATE MAIL .....	8
STATUTORY REPORT .....	8
COMPLAINTS .....	8
APPENDIX 1: ELECTION TIMETABLE .....	9
APPENDIX 2: NOTICEBOARD ADVERTISEMENTS.....	10
APPENDIX 3: REPLACEMENT AND PROVISIONAL ELECTION PACKAGES ISSUED.....	16
APPENDIX 4: RECEIPT OF PACKAGES FROM AUSTRALIA POST .....	17
APPENDIX 5: ELECTION RESULT .....	18
APPENDIX 6: CHECKING PROCESS AND BALLOT PAPER RECONCILIATION .....	19
APPENDIX 7: ENROLMENT AND VOTER PARTICIPATION .....	20
APPENDIX 8: ELECTOR AND VOTER PARTICIPATION BY AGE .....	21
APPENDIX 9: VOTER PARTICIPATION BY AGE .....	22
APPENDIX 10: VOTER PARTICIPATION BY GENDER.....	23
APPENDIX 11: ELECTOR AND VOTER PARTICIPATION BY ENROLMENT CATEGORY .....	24
APPENDIX 12: CANDIDACY STATISTICS .....	25

## INTRODUCTION

A total of 124 local governments requested that the Electoral Commissioner conduct their ordinary elections in October 2023. This compares with 98 local governments in 2021 and 90 in 2019.

The Western Australian Electoral Commission was engaged by the Shire of Victoria Plains to use postal voting for the October 2023 elections.

Within this report the *Local Government Act 1995* is referred to as the Act and regulations within the *Local Government (Elections) Regulations 1997* are referred to as regulations. The Western Australian Electoral Commission is abbreviated to the Commission.

The report that follows provides information about the election process together with the election results.

## ELECTION TIMETABLE

The election timetable is prescribed by the Act. A copy of the timetable used for this election appears in Appendix 1. Key dates for this election were:

Close of the roll	25 August 2023
Opening of nominations	31 August 2023
Close of nominations	7 September 2023
Lodgement of packages to electors	Between 15 and 22 September 2023

## RETURNING OFFICER

### Appointment

In accordance with section 4.20(4) of the Act, the Electoral Commissioner appointed Mr Robert DEW to be the Returning Officer for the election. The Electoral Commissioner is also required to appoint one or more Deputy Returning Officers under section 4.21(2) of the Act. Several staff members from the Electoral Commission were appointed as Deputy Returning Officers to assist with those electoral processes conducted centrally.

### Duties

The Returning Officer was responsible for:

- receiving nominations from candidates;
- receiving and recording nomination fees;
- conducting the draws for positions on the ballot papers;
- receiving and reviewing candidate profiles and photographs;
- training of casual staff;
- organising the count;
- declaring the result of the elections; and
- parcelling the ballot papers and returning election material to the Commission.

### Support for Returning Officer

The role of the Commission was to support the Returning Officer by:

- providing all guides, manuals and forms;

- arranging for the printing of materials for the election packages;
- producing the residents' roll;
- arranging for the secure dispatch of election packages;
- recording the return of votes by mail;
- notifying the Minister for Local Government of the results of the election;
- providing electoral information on the Commission's website;
- parcelling and forwarding the election material for storage by the Shire of Victoria Plains;
- organising casual staff with recruitment agency;
- seeking legal advice as required; and
- preparing this election report.

## **ADVERTISING**

### **Statutory Advertising**

The Act requires the placement of three statutory advertisements. Changes to regulations in August 2020 now provide that Statewide public notice can be achieved by publication on the official website of the local government and the website of the Western Australian Electoral Commission, exhibition on a local government noticeboard or by electronic means, including social media.

The following notices were published by the Western Australian Electoral Commission and the local government in accordance with the above requirements:

- *Close of Enrolments*
- *Call for Nominations*
- *Notice of Election*

Notices advising of the election results were published in a similar manner to the other notices.

Appendix 2 shows the noticeboard advertisements described above as supplied by the Western Australian Electoral Commission.

### **The Commission Website**

The Shire of Victoria Plains had a visual presence on the Commission's website at [www.elections.wa.gov.au](http://www.elections.wa.gov.au) in terms of logo, address, and link to its home page. People visiting the Commission's website could view a broad range of electoral information, including:

- key dates and deadlines for the election;
- how to vote information;
- lists of candidates (after close of nominations);
- Returning Officer and local government contact details; and
- Australia Post daily package return figures.

The election results were shown on the Commission's website on election night.

## **ELECTORAL ROLLS**

The rolls closed at 5.00 pm on 25 August 2023 in accordance with section 4.39(1) of the Act.

The Chief Executive Officer prepared the owners' and occupiers' roll. The Electoral Commissioner prepared the residents' roll.

Electronic rolls were produced and placed on a secure portal. These were made available to candidates as soon as they had nominated.

Candidates and members of council were provided with one free copy of the residents' roll and the owners' and occupiers' roll on request.

## CANDIDATE INFORMATION ON THE COMMISSION WEBSITE

Information was made publicly available on the Commission website that included:

- a handbook entitled *Candidates Information Guide*;
- a handbook entitled *Information for Scrutineers*;
- a booklet entitled *Formality of Ballot Paper Guide*;
- a booklet entitled *Service Charter for Local Government Elections*;
- Form LG08 *Nomination for Election by Candidate*;
- Form LG09 *Nomination for Election by Agent*;
- Form LG9A *Disclosure of Gifts*; and
- Form LG18 *Appointment of Scrutineer*;

## NOMINATIONS

Nominations opened on 31 August 2023 and closed at 4.00 pm 7 September 2023 in accordance with Section 4.49(a) of the Act.

Nominations were called for the following councillor vacancies:

Ward Name	No of Vacancies	Length of Term
District	2	4 year term

Candidates were required to supply the following when they nominated for a vacancy:

- nomination form;
- profile of no more than 1,000 characters (including spaces);
- nomination deposit of \$100.00; and
- photograph (optional)
- additional information (optional).

At the close of nominations the Returning Officer had accepted 4 nominations for councillor.

A draw was conducted for the order on the ballot paper. The candidates are listed in ballot paper order, as follows:

Ward	Expiry of term	Candidates Nominated
District	16 October 2027	JOHNSON, Rebecca O'BRIEN, Gary BANTOCK, Pauline KELLY, Jim

## PRODUCTION OF ELECTION PACKAGES AND MAIL-OUT

The Commission created a postal list for the election, comprising electors from the owners' and occupiers' roll and the residents' roll. Following the electronic merge of data from these two rolls, duplicate records were eliminated. This is designed to ensure that each eligible elector receives only one election package for each voting entitlement.

Election packages contain a ballot paper with candidate profiles attached, a ballot paper envelope with an elector certificate attached, a reply paid envelope and an information brochure.

Reply paid envelopes were printed as soon as it was confirmed that the election was to be held. Candidate profiles and secure printed ballot papers were then produced according to a schedule that enabled the mail-out to commence from 15 September 2023.

Each ballot paper envelope was overprinted with the elector's name and address and a barcode using information from the postal list. The name and address served as the address label and the barcode enabled the elector's name to be marked off the roll when the voting package was returned.

A total of 572 election packages were dispatched by Australia Post to electors in the Shire of Victoria Plains.

Extra packages were sent to the Shire of Victoria Plains for issuing replacement or provisional voting papers.

## **ISSUE OF REPLACEMENT AND PROVISIONAL VOTING PAPERS**

Electors who lost, spoilt or misplaced their ballot papers or claimed not to have received an election package were entitled to apply for a replacement under regulation 45. People who claimed to have been omitted from the roll in error were entitled to apply for provisional voting papers under regulation 46. The Returning Officer provided training to Shire of Victoria Plains administration staff to issue replacement and provisional voting papers from the dispatch date up to and including election day.

A total of 12 replacement voting papers were issued for these elections, as indicated in Appendix 3.

No provisional election packages were issued.

## **VOTING PACKAGES RECEIVED**

Appendix 4 contains daily totals of voting packages received and other statistics. Approximately 34.9% of the final number was received by the end of the first five business days. By way of comparison, 66.7% were returned during the first week in the 2021 ordinary postal elections.

## **CHECKING OF POSTAL VOTING PAPERS**

In accordance with regulation 52, the checking process was conducted prior to election day at the Commission's Processing Centre from Monday 2 October 2023.

Postal voting packages were checked to ensure that the elector certificates had been completed correctly and electors' names were then marked off the roll using the barcode scanning process. The elector certificates were then removed so that the ballot paper envelopes had no identifying voter information on them. The ballot papers were then removed from the ballot paper envelopes and placed in a sealed ballot box. Some packages did not contain a ballot paper; therefore the number of packages recorded as received was not equal to the number of ballot papers admitted to the count.

## **ELECTION DAY**

Section 4.62 of the Act requires that there must be at least one polling place in the district open between the hours of 8.00 am and 6.00 pm on election day. This polling place was located at Shire of Victoria Plains, 28 Cavell Street, CALINGIRI.

Staff at this polling place accepted hand-delivered voting packages and issued replacement and provisional voting papers. A total of 12 voting packages representing 2.1% of the total number of packages, were processed or replaced on election day.

## **COUNTING OF VOTES**

Optional Preferential Voting was introduced for the 2023 Local Government Ordinary Elections, replacing the first past the post voting method. The ballot box was opened after 6.00 pm and papers were sorted and counted by staff.

## DECLARATION OF RESULTS

The Returning Officer publicly declared the results of the election following the completion of counting and crosschecking by the Commission Head Office staff, in accordance with section 4.77 of the Act.

The following candidates were elected as Councillors of the Shire of Victoria Plains for the terms given below.

Ward	Expiry of Term	Councillors Elected
District	16 October 2027	JOHNSON, Rebecca
District	16 October 2027	BANTOCK, Pauline

Appendix 5 contains complete details of the election results.

The Returning Officer subsequently gave local public notice of the result in accordance with regulation 80.

The result was uploaded to the Commission's website.

## REFUND OF NOMINATION FEES

Nomination fees were refunded to all candidates who were elected. Those candidates who received at least 5% of the total number of first preference votes included in the count also had their nomination fee refunded.

## STORAGE OF ELECTION MATERIAL

Following the election all ballot papers, forms and election material used at the election were sealed in security boxes and returned to the Shire of Victoria Plains for storage in accordance with regulation 82.

## ELECTOR PARTICIPATION

In a postal election, the number of electors who return packages measures participation.

A total of 360 packages were returned giving a participation rate of 62.94%. The state average for local governments using the postal voting method in 2023 was 31.6%.

A further 3 packages had no certificate attached, so no name could be marked off the roll and they were rejected from further scrutiny.

The names of 357 electors were marked off the roll. Of these electors, 1 (0.17%) had incomplete elector certificates or were signed on behalf of the elector and were rejected from further scrutiny by the Returning Officer.

The remaining 356 election packages were opened. Of these 0 packages contained no ballot papers. As a result, 356 councillor ballot papers were admitted to the count, as shown in Appendix 6.

Appendix 7 details enrolment and voter participation. Other details on voter participation are at Appendices 8 to 11.

## CANDIDATE PARTICIPATION

Appendix 12 provides statistical information on the candidates.

## UNCLAIMED MAIL

As at Friday 3 November 2023, 25 election packages had been returned as unclaimed mail, representing 4.37% of the total number of packages dispatched. Of these, 25 were from electors on the residents' roll and 0 were from electors on the owners' and occupiers' roll.

The details of unclaimed mail from electors on the residents' roll have been forwarded to the Australian Electoral Commission to verify an ongoing entitlement to be enrolled. If not, the process to have their names removed from the roll will commence.



Details of unclaimed mail from electors on the owner's and occupier's roll have been sent to the Shire of Victoria Plains for follow-up.

## **LATE MAIL**

Between 6.00 pm on 21 October 2023 and close of business on Friday 27 October 2023, 1 election packages (0.17% of the total dispatched) were returned too late to be admitted to the count.

Electors are encouraged to post their votes early, but a small number of packages are invariably either posted late or delayed in the mail.

## **STATUTORY REPORT**

In accordance with regulation 81, a report of the result of the election was sent to the Minister for Local Government on Thursday 9 November 2023.

## **COMPLAINTS**

Over the 2023 Local Government period the Feedback team at the Commission's Head Office received over 400 queries and complaints. Complaints were made and resolved through a variety of channels, typically commencing with the Returning Officer. As a consequence, many straight-forward complaints were addressed without the need to refer the matter to the Feedback team.

Typical issues involved misleading material, authorisation, social media activity, signage and candidate and campaign conduct. Matters were dealt with in accordance with the *Local Government Act 1995* and associated Regulations. Most issues were able to be resolved within 2 working days with a small number of more complex matters requiring more time.

PUBLIC ATTACHMENTS 27 MARCH 2024

## Appendix 1: Election Timetable



### POSTAL ELECTION TIMETABLE 2023 Local Government Ordinary Election

Days to Polling Day	Local Government Act	References to Act/Regs	Day	Date
80	Last day for declaration to have the Electoral Commissioner conduct a postal election.	LGA 4.20 (2)(3)(4)	Wed	2/08/2023
80	A decision made to conduct the election as a postal election cannot be rescinded after the 80th day.	LGA 4.61(5)	Wed	2/08/2023
70	Electoral Commissioner to appoint a person to be the Returning Officer of the Local Government for the election.	LGA 4.20 (4)	Sat	12/08/2023
70 to 56	Between the 70th/56th day the CEO is to give Statewide public notice of the time and date of close of enrolments. <b>Preferred date Wednesday 16 August 2023</b>	LGA 4.39(2)	Sat to Sat	12/08/2023 to 26/08/2023
56	Last day for the CEO to advise the Electoral Commissioner of the need to prepare a residents roll.	LGA 4.40(1)		26/08/2023
56	Advertising may begin for nominations from 56 days and no later than 45 days before election day. <b>Preferred date Wednesday 30 August 2023</b>	LGA 4.47(1)	Sat	26/08/2023
50	Close roll 5.00 pm	LGA 4.39(1)	Fri	1/09/2023
45	Last day for advertisement to be placed calling for nominations.	LGA 4.47(1)	Wed	6/09/2023
44	<b>Nominations Open</b> First day for candidates to lodge completed nomination paper, in the prescribed form, with the Returning Officer. Nominations period is open for 8 days.	LGA 4.49(a)	Thu	7/09/2023
38	If a candidate's nomination is withdrawn not later than 4.00 pm on the 38th day before election day, the candidate's deposit is to be refunded.	Reg. 27(5)	Wed	13/09/2023
37	<b>Close of Nominations</b> 4.00 pm on the 37th day before election day.	LGA 4.49(a)	Thu	14/09/2023
36	Last day for the CEO to prepare & certify an owners & occupiers roll for the election. Last day for the Electoral Commissioner to prepare & certify a residents roll.	LGA 4.41(1) LGA 4.40(2)	Fri	15/09/2023
29	Commencement of lodgement of Country Local Government District election packages with Australia Post. Delivery dependent on normal Australia Post standards.		Fri	22/09/2023
24	Commencement of lodgement of Metropolitan Local Government District election packages with Australia Post. Delivery dependent on normal Australia Post standards.		Wed	27/09/2023
22	The preparation of any consolidated roll under subregulation (1) be completed on or before 22nd day before election day.	Reg. 18(2)	Fri	29/09/2023
26	<b>Public Holiday</b>		Mon	25/09/2023
19	Last day for the Returning Officer to give Statewide public notice of the election. <b>Preferred date Wednesday 20 September 2023</b>	LGA 4.64(1)	Mon	2/10/2023
19	Commence processing returned election packages		Mon	2/10/2023
0	<b>Election Day</b> Close of poll 6.00 pm	LGA 4.7	Sat	21/10/2023

Post Election Day	Post Declaration	References to Act/Regs		Date
5	Election result advertisement.	LGA 4.77	Thu	26/10/2023
14	Report to Minister. The report relating to an election under section 4.79 is to be provided to the Minister within 14 days after the declaration of the result of the election.	Reg.81	Sat	4/11/2023
28	An invalidity complaint is to be made to a Court of Disputed Returns, constituted by a magistrate, but can only be made within 28 days after notice is given of the result of the election.	LGA 4.81(1)	Sat	18/11/2023

**Appendix 2:**  
**Noticeboard advertisements**

- 1. CALL FOR NOMINATIONS**
- 2. CLOSE OF ENROLMENTS**
- 3. ELECTION NOTICE**
- 4. NOTICE OF RESULTS**

PUBLIC ATTACHMENTS 27 MARCH 2024





**LOCAL GOVERNMENT ORDINARY ELECTION  
CLOSE OF ENROLMENTS  
Shire of Victoria Plains  
ROLL CLOSE: 5:00 PM Friday, 25 August 2023**

You may be eligible to be enrolled to vote in the local government elections on 21 October 2023 if you live in or are an owner or occupier of rateable property in the Shire of Victoria Plains.

**Residents**

You are automatically enrolled to vote if you are on the State Electoral Roll as at 5:00 PM Friday, 25 August 2023. If you are not already on the State Electoral Roll and meet the eligibility criteria, or if you have changed address recently, you must complete an enrolment form.

**Enrolment Forms**

You can enrol or update your details online, or download an enrolment form, via the Western Australian Electoral Commission website ([www.elections.wa.gov.au/enrol](http://www.elections.wa.gov.au/enrol)). Forms are also available from the Australian Electoral Commission ([www.aec.gov.au](http://www.aec.gov.au)). Enrolments and updates must be completed and received by 5:00 PM Friday, 25 August 2023.

**Non-Resident Owners and Occupiers**

If you are a non-resident owner or occupier of rateable property in the Shire of Victoria Plains and are on the State or Commonwealth Electoral Roll, you are eligible to enrol to vote. If you are **not** on the State or Commonwealth Electoral Roll and own or occupy rateable property in the Shire of Victoria Plains you may be eligible to enrol to vote. This applies if you were on the last electoral roll for the Shire of Victoria Plains prior to May 1996 and have owned or occupied rateable property in the district continuously since this time. Please contact your local government for details. Owners of land who were on the last Local Government roll continue to retain that status until they cease to own the rateable property to which the enrolment relates. Occupiers do not have continuous enrolment and should contact the Shire of Victoria Plains to confirm their enrolment status. To be eligible to enrol as an occupier, you will need to have a right of continuous occupation under a lease, tenancy agreement or other legal instrument for at least the next three months following the date of the application to enrol.

**Joint Owners and Occupiers**

If a rateable property is owned or occupied by more than two people, a majority of the owners/occupiers may nominate two persons from amongst themselves who are on either the State or Commonwealth Electoral Roll, to enrol as owner/occupier electors.

**Corporations**

A body corporate that owns or occupies rateable property may nominate two people who are on either the State or Commonwealth Electoral Roll to enrol as owner/occupier electors.

**Enrolment Forms – Non-Resident Owners and Occupiers Only**

Enrolment forms can be obtained from local governments and must be lodged with the Chief Executive Officer by 5:00 PM Friday, 25 August 2023. Further information can be obtained from the Shire of Victoria Plains.

**ROBERT KENNEDY**  
ELECTORAL COMMISSIONER  
13 63 06



**WESTERN AUSTRALIAN  
Electoral Commission**





**LOCAL GOVERNMENT ORDINARY POSTAL ELECTION  
NOTICE OF RESULTS  
Shire of Victoria Plains**

The result of the Ordinary Election conducted as a postal vote on Saturday, 21 October 2023 is as follows:

District 2 Councillors	Candidates	First Preferences	Final Votes	Expiry of Term
	<b>JOHNSON, Rebecca</b>	<b>137</b>	<b>119</b>	<b>16 October 2027</b>
	O'BRIEN, Gary	33	35	
	<b>BANTOCK, Pauline</b>	<b>111</b>	<b>123</b>	<b>16 October 2027</b>
	KELLY, Jim	74	74	
	<b>Total Formal Votes</b>	<b>355</b>		
	<b>Total Informal Ballot Papers</b>	<b>1</b>		

**Rebecca Maureen JOHNSON** is elected as Councillor for the Shire of Victoria Plains and will hold office until 16 October 2027.

**Pauline Anne BANTOCK** is elected as Councillor for the Shire of Victoria Plains and will hold office until 16 October 2027.

Notice is further given that the following person **Jim KELLY** is the first unelected candidate and the following person **Gary O'BRIEN** is the second unelected candidate for the purposes of Schedule 4.1A of the *Local Government Act 1995*.

**Robert DEW**  
**RETURNING OFFICER**  
0486 026 330



WESTERN AUSTRALIAN  
Electoral Commission

2023 Ordinary Election Shire of Victoria Plains (Councillor) Calculation Steps Report 2 Candidates to be Elected			
Total Votes: 356 Informal Votes: 1 Formal Votes: 355  Quota = $355 / (2 + 1) + 1 = 119$			Elected
		TOTALS	1st. JOHNSON, Rebecca 2nd. BANTOCK, Pauline
		Lost Fractions	0
		Exhausted	0
		<i>KELLY, Jim</i>	74
		<i>BANTOCK, Pauline</i>	111
		<i>O'BRIEN, Gary</i>	33
		<i>JOHNSON, Rebecca</i>	137
			-18
			119
	<b>Votes</b>		
	Votes Rec'd		0
	Progress Votes		74
	<b>First Preferences</b>		
	JOHNSON, Rebecca	Surplus	

PUBLIC ATTACHMENTS 27 MARCH 2024



## Appendix 3

### Replacement and Provisional Election Packages Issued

<b>DISTRICT</b>	<b>Replacement Election Packages</b>	<b>Provisional Election Packages</b>
Victoria Plains	12	0
<b>Total</b>	<b>12</b>	<b>0</b>

PUBLIC ATTACHMENTS 27 MARCH 2024



## Appendix 4

### Receipt of packages from Australia Post

Business Days To Election	Daily Receipts	Cumulative totals	% of packages issued	% of packages received
20	16	16	2.8%	5.8%
19	27	43	7.5%	15.5%
18	11	54	9.4%	19.4%
17	17	71	12.4%	25.5%
16	26	97	17.0%	34.9%
15	30	127	22.2%	45.7%
14	18	145	25.3%	52.2%
13	41	186	32.5%	66.9%
12	6	192	33.6%	69.1%
11	14	206	36.0%	74.1%
10	8	214	37.4%	77.0%
9	12	226	39.5%	81.3%
8	3	229	40.0%	82.4%
7	16	245	42.8%	88.1%
6	5	250	43.7%	89.9%
5	6	256	44.8%	92.1%
4	6	262	45.8%	94.2%
3	14	276	48.3%	99.3%
2	0	276	48.3%	99.3%
1	2	278	48.6%	100.0%
0	0	278	48.6%	100.0%

## Appendix 5

### Election Result

#### VICTORIA PLAINS

Candidate	Votes		Expiry of term
JOHNSON, Rebecca	137	(38.59%)	16 October 2027
O'BRIEN, Gary	33	(9.30%)	
BANTOCK, Pauline	111	(31.27%)	16 October 2027
KELLY, Jim	74	(20.85%)	
<b>Total Valid Votes</b>	<b>355</b>		
Informal	1	(0.28%)	
<b>Total Votes Received</b>	<b>356</b>		

PUBLIC ATTACHMENTS 27 MARCH 2024



## Appendix 6

### Checking Process and Ballot Paper Reconciliation

<b>Number of packages dispatched</b>	<b>572</b>
--------------------------------------	------------

<b>Packages returned by voters</b>	<b>Packages</b>	<b>% of electors</b>
Total returned (This is defined as the participation rate)	360	62.9%
Rejected from further checking - elector not identified	3	0.5%
<b>Total envelopes to be checked</b>	<b>357</b>	<b>62.4%</b>

<b>Elector certificate check</b>		
Rejected - declaration not signed	1	0.2%
Rejected - person ineligible	0	0.0%
<b>Total ballot paper envelopes to be opened</b>	<b>356</b>	<b>62.2%</b>

<b>Ballot paper extraction</b>	<b>Councillor</b>	<b>% of eligible electors</b>
Total ballot paper envelopes to be opened	356	62.2%
No ballot paper enclosed	0	0.0%
Too many ballot papers	0	0.0%
Admitted by RO determination	0	0.0%
<b>Ballot papers admitted to count</b>	<b>356</b>	<b>62.2%</b>

#### Count of ballot papers

Formal ballot papers	0	0.0%
Informal ballot papers	1	0.2%
<b>Total ballot papers counted</b>	<b>1</b>	<b>0.2%</b>

## Appendix 7

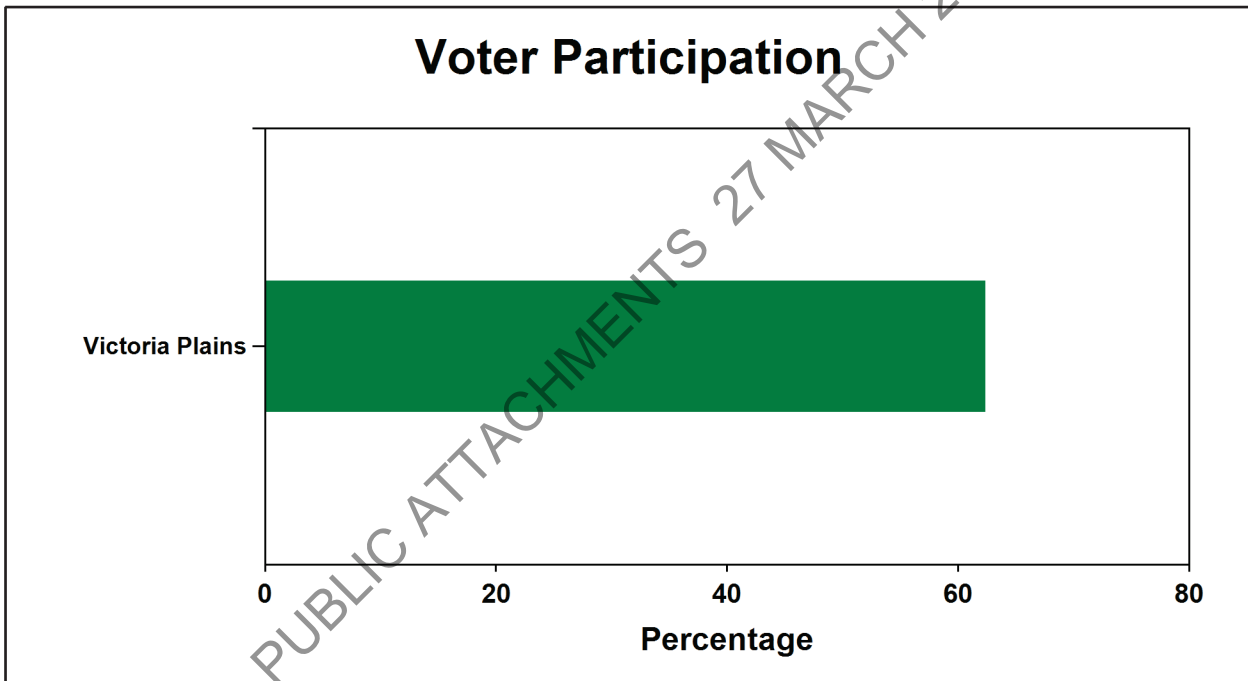
### Enrolment and Voter Participation

<b>DISTRICT</b>	<b>Enrolment<sup>1</sup></b>	<b>Voters Participation<sup>2</sup></b>	<b>Percentage Participation</b>
Victoria Plains	572	357	62.4%
Not identified <sup>3</sup>		3	
<b>Total</b>	<b>572</b>	<b>360</b>	<b>62.9%</b>

<sup>1</sup> Enrolment - electors at the close of roll, corrections up to close of poll and provisional voters.

<sup>2</sup> Voters participation - returned voting packages (accepted and rejected).

<sup>3</sup> Electors were unidentifiable because they returned a package with no elector certificate attached.



## Appendix 8

### Elector and Voter Participation by Age

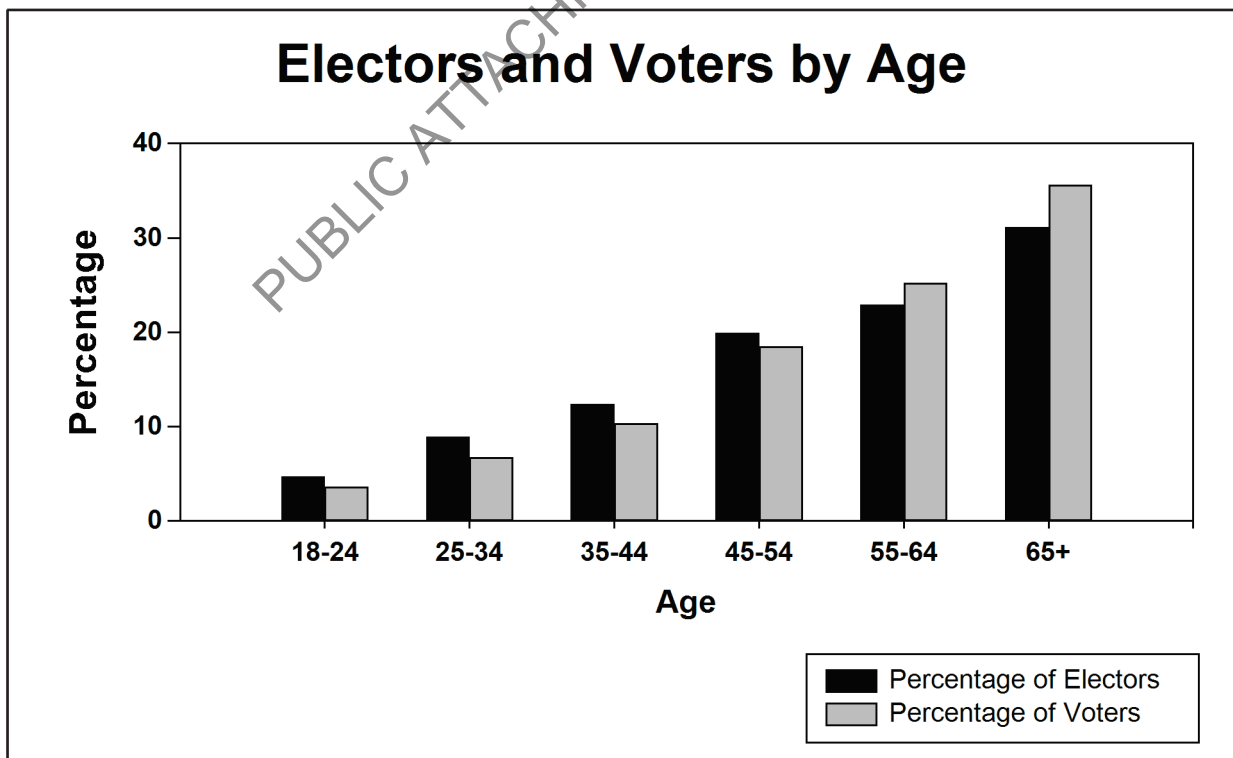
Age	Electors <sup>1</sup>	Percentage of Electors	Voters <sup>2</sup>	Percentage of Voters
18-24	27	4.7%	13	3.6%
25-34	51	8.9%	24	6.7%
35-44	71	12.4%	37	10.4%
45-54	114	19.9%	66	18.5%
55-64	131	22.9%	90	25.2%
65+	178	31.1%	127	35.6%
No DOB <sup>3</sup>	0	0.0%	0	0.0%
Not identified <sup>4</sup>			3	
<b>Total</b>	<b>572</b>	<b>100.0%</b>	<b>360</b>	<b>100.0%</b>

<sup>1</sup> Elector figures for contested elections only.

<sup>2</sup> Voters - returned voting packages (accepted and rejected).

<sup>3</sup> No DOB - Voters for whom a date of birth was not supplied.

<sup>4</sup> Electors were unidentifiable because they returned a package with no elector certificate attached.



## Appendix 9

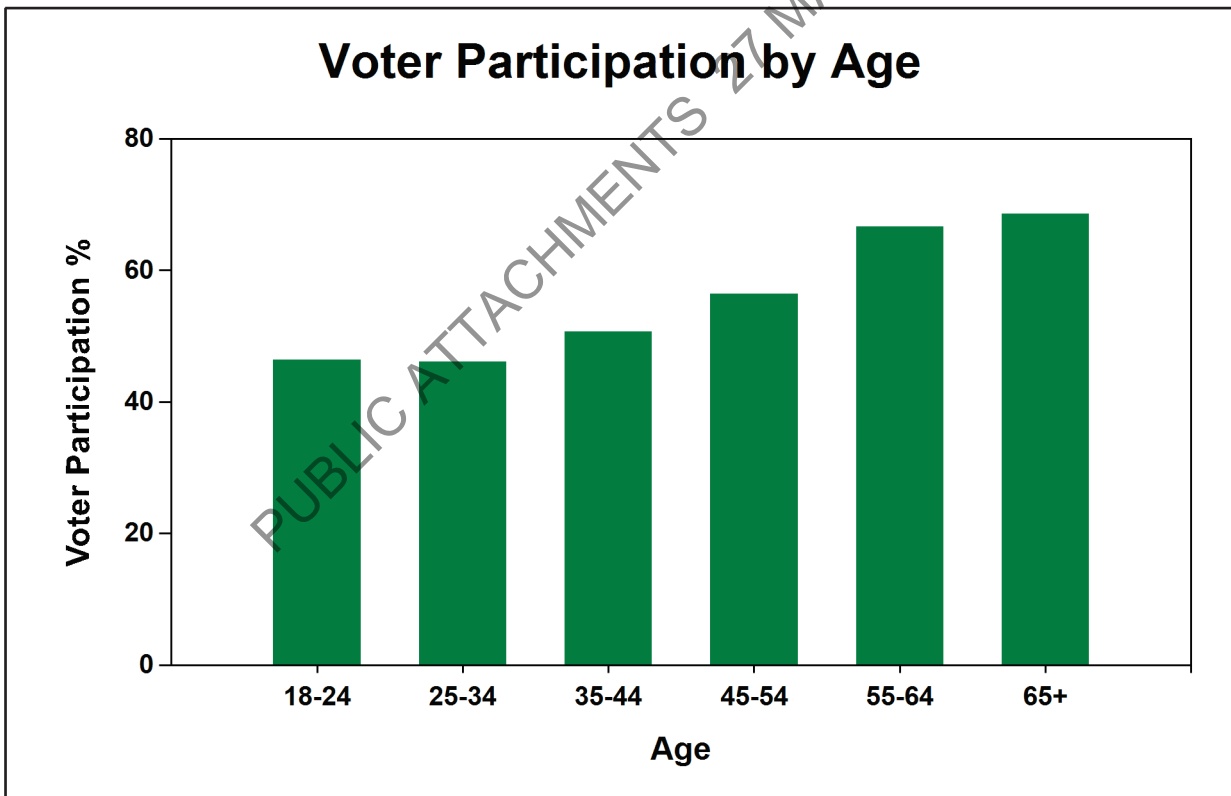
### Voter Participation by Age

<b>DISTRICT</b>	<b>18-24</b>	<b>25-34</b>	<b>35-44</b>	<b>45-54</b>	<b>55-64</b>	<b>65+</b>	<b>No DOB<sup>2</sup></b>	<b>Total</b>
Victoria Plains	13	24	37	66	90	127	0	357
Not identified <sup>3</sup>								3
<b>Total Voters</b>	13	24	37	66	90	127	0	360
<b>Total Electors</b>	27	51	71	114	131	178	0	572
<b>Voter Participation</b>	48.1%	47.1%	52.1%	57.9%	68.7%	71.3%		62.9%

<sup>1</sup> Voters - returned voting packages (accepted and rejected).

<sup>2</sup> No DOB - Voters for whom a date of birth was not supplied.

<sup>3</sup> Voters were unidentifiable because they returned a package with no elector certificate attached.

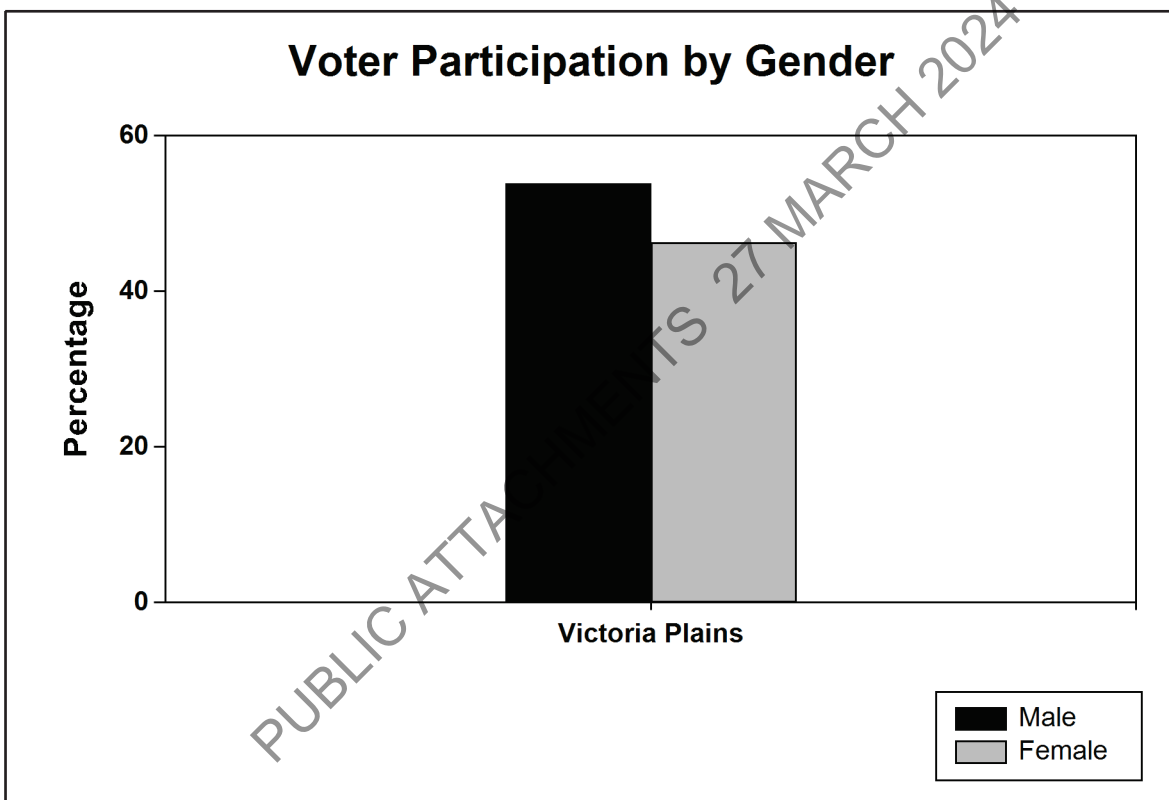


## Appendix 10

### Voter Participation by Gender

DISTRICT	Male		Female		Not Identified <sup>1</sup>	Total
	Number	%	Number	%		
Victoria Plains	192	53.8%	165	46.2%		357
<b>Total</b>	<b>192</b>	<b>53.3%</b>	<b>165</b>	<b>45.8%</b>	<b>3</b>	<b>360</b>

<sup>1</sup> Voters were unidentifiable because they returned a package with no elector certificate attached.





## Appendix 11

### Elector and Voter Participation by Enrolment Category

#### Electors by Enrolment Category<sup>1</sup>

DISTRICT	Residents		Owners / Occupiers		Total
Victoria Plains	543	94.9%	29	5.1%	572
<b>Total</b>	<b>543</b>	<b>94.9%</b>	<b>29</b>	<b>5.1%</b>	<b>572</b>

#### Voter Participation by Enrolment Category<sup>1</sup>

DISTRICT	Residents		Owners / Occupiers		Total
Victoria Plains	335	93.8%	22	6.2%	357
Not identified <sup>2</sup>					3
<b>Total</b>	<b>335</b>	<b>93.8%</b>	<b>22</b>	<b>6.2%</b>	<b>360</b>

<sup>1</sup> Elector figures for contested elections only.

<sup>2</sup> Voters were unidentifiable because they returned a package with no elector certificate attached.

PUBLIC ATTACHMENTS 27 MARCH 2024

## Appendix 12

### Candidacy Statistics

#### Number of Candidates

<u>Electorate</u>	<u>Number of Candidates</u>
Victoria Plains	4
<b>Total</b>	<b>4</b>

#### Shire of Victoria Plains Candidate Information

Number of male candidates	2
Number of female candidates	2
Number of male candidates elected	0
Number of female candidates elected	2
Number of sitting members re-elected	0
Number of sitting members not re-elected	1
Average age of candidates	58
Age range of candidates	41 - 76

PUBLIC ATTACHMENTS 27 MARCH 2024





# Minutes Annual Meeting of Electors 2022/2023

Wednesday, 14 February 2024  
Calingiri Emergency Services Building  
Cnr Yulgering Rd and Edmonds St  
Commencing @ 6.00PM



Date 29 January 2024

Version 1.0

## Table of Contents

.....	1
1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS .....	3
2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED.....	3
3 CONFIRMATION OF MINUTES .....	3
3.1 Matters arising from the Minutes – Wednesday 22 March 2023.....	3
4 ANNUAL REPORT .....	4
5 ANY OTHER GENERAL BUSINESS .....	4
6 DECLARATION OF CLOSURE.....	4
A: MEETING OF ELECTORS GUIDELINES.....	5
Purpose .....	5
Procedures .....	5
Minutes .....	5
Shire of Victoria Plains Meeting Procedures Local Law.....	5

A copy of the meeting guidelines is provided on Page 4

A Copy of the Shire’s 2022/2023 Annual Report is on the Shire’s Website:  
<https://www.victoriaplains.wa.gov.au/documents/annual-reports>

A hardcopy of the Annual Report can be requested from the Shire Office. There will be some copies made available at the Meeting

# 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Meeting opened at 6.03pm.

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

# 2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

Elected Members	Cr P Bantock – Presiding Member Cr S Woods - Deputy Shire President - Elected Member Cr D Lovelock – Elected Member Cr R Johnson – Elected Member
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CEO:	Mr S Fletcher
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Staff:	Deputy CEO – Mr C Ashe Works and Services Manager – Mr S Brenzi Community Emergency Services Manager – Mr N Parry
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Apology	Cr S Penn
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Members of the Public	Nil
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# 3 CONFIRMATION OF MINUTES

**Moved: Cr S Woods**

**Seconded: Cr D Lovelock**

That the minutes of the AGM of Electors held Wednesday 22 March 2023 be **ACCEPTED** as a true and correct record of proceedings.

**CARRIED UNANIMOUSLY**

## 3.1 Matters arising from the Minutes – Wednesday 22 March 2023

**Nil**

## 4 ANNUAL REPORT

**Moved: Cr S Woods**

**Seconded: Cr D Lovelock**

### **STAFF RECOMMENDATION**

That the Annual Report for the financial year ended 30 June 2023 be received.

- 4.1 Matters arising from the Annual Report for Financial Year ended 30 June 2023:
  - 4.1.1 Presentation by Mr Colin Ashe, Deputy CEO
  - 4.1.2 Presentation by Mr Sean Fletcher, CEO

**CARRIED UNANIMOUSLY**

## 5 ANY OTHER GENERAL BUSINESS

Nil

## 6 DECLARATION OF CLOSURE

The Shire President declared the meeting closed at 6.45pm,

PUBLIC ATTACHMENTS 27 MARCH 2024

# A: MEETING OF ELECTORS GUIDELINES

## Purpose

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

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

## Procedures

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

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

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

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

## Minutes

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

## Shire of Victoria Plains Meeting Procedures Local Law

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

### 18.8 Participation of non-electors

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



# 3.10 Disposal of Assets Policy

Responsible Areas	Administration
Responsible Officer	Deputy CEO
Affected Staff	Finance Staff

## Objective

The purpose of this policy is to provide unambiguous and transparent direction for the disposal of assets to promote fair and effective competition to the greatest possible extent. Consider any potential benefit to the community or reward to retain staff, ensure best value for money is achieved, and ensure the same accountability for disposal of assets as that of purchasing asset.

## Scope

This policy applies to Shire of Victoria Plains employees involved in the disposal of Shire assets. This policy does not apply to any process of selling land for obligations of rates and charges or selling of stock in the normal course of operations.

## Policy

### 1. Recognising Disposal of Assets

The Shire is committed, as far as practical, to the open, transparent and systematic disposal of shire assets. Non-current assets are originally recognised and recorded in Shire's Non-Current Asset Register in line with the Shire's Asset Capitalisation Policy. Attractive Items (i.e. those assets under the capitalisation threshold) are recorded in an Attractive Items Register.

### 2. Assessing Appropriate Disposal

Before any asset is disposed of, it is necessary to determine that it is appropriate for disposal. Once determining the estimate or carrying value of the asset, employees must consider the following common criteria;

- whether assets may be suitable for disposal,
- no longer required, unserviceable or beyond economic repair,
- technologically obsolete,
- operationally inefficient,
- surplus to current or immediately foreseeable needs,
- part of an asset replacement program and/or contains any environmentally sensitive or hazardous material.

In deciding and recommending an asset for disposal, senior managers should consider the needs of other departments, sections or units. This could take the form of a notice communicating surplus assets.

### 3. Approval

When disposing of an asset, the relevant value is that of the carrying value in the Shire's Non-Current Asset Register or market value in reference to Attractive items. Approval to dispose of an asset is inherent to Senior Manager position responsible for that asset class and in accordance with the relevant delegation. The carrying



value is relevant as an indicator of value, an estimation of value of the asset should be made having regard to, the market, potential to sell the asset, the perceived value of the asset to a buyer, its age and condition, potential for obsolescence and usefulness for future needs.

#### **4. Attractive Assets (Excluding Land) with a Carrying Value of Less Than \$5,000 (Exc GST)**

The CEO or his delegate is responsible for approving the appropriate method for the disposal of attractive assets with a carrying value of less than \$5,000. The method used for the disposal of assets will ideally maximise the return to the Shire. The accepted means of disposal under this category may include, but not limited to, internal quotation, external quotation, all forms of public auction (e.g. on-line, silent etc) or donation to a community organisation.

In some instances however, the CEO has the discretion to provide an attractive assets to employees as a reward for demonstrated additional work effort or outcomes, with or without some monetary contribution from the employee.

The successful individual or entity will bear all costs for pick up, removal and any ancillary costs of the asset sold or donated as part of the disposal.

#### **Assets with a Carrying Value of Greater Than \$5,000 (Exc GST), excluding Land**

For assets with a carrying value greater than \$5,000, the disposal method is determined by the relevant Senior Manager on a case by case basis. Consideration should be made to:

- market forces and impact on return from the sale of the asset.
- the original purchase price, lifecycle maintenance costs and remaining useful life to maximise where possible the return on investment of the asset.
- the strategic worth of the asset and its long term benefit to the community.
- community need for the asset and alternative resources and;
- how the funds received from the disposal of the asset are to be allocated.

The accepted means of disposal may include, but not limited to public tender, public auction, trade in and can be sold in any way with conditions with the intent to maximise the best value or as applicable, in consideration of replacement asset benefit.

#### **5. Gratuities**

In accordance with the Shire's Policy Manual 2024 Section 8 – Personnel, the Shire from time to time may make a gratuity payment or additional benefit to shire employees, i.e. an asset with a carrying value of greater than \$5,000. Under this circumstance, the gratuity provision of an asset will override this disposal policy noting the value to qualify from disposal exemption clauses other than land is a market value of less than \$20,000.

#### **6. Donating**

Assets can only be donated to another organisation if that organisation can affirm in writing they are an entity that carries on activities for a public purpose or their primary object is not directed at making a profit, provide written acknowledgement of receipt of the asset, acknowledge the Shire will not be responsible for any repair or maintenance of the asset, acknowledge all copyright or licensed content has been removed, for example computer software, and take responsibility for the timely removal of the asset and any associated costs that arise

from the asset's removal. For this purpose of this policy, the disposal of property other than land must have a market value of less than \$20,000.

## 7. Documentation:

The CEO or their delegate, is to ensure that the disposal methodology is fully documented, and all documentation is filed under the appropriate disposal file in Shire's recordkeeping system and any conflict of interest issues, perceived or otherwise, in relation to the chosen means of disposal or with employees involved in the disposal process should be declared and registered in accordance with the Code of Conduct.

### Definitions

Asset	A resource controlled by the Shire as a result of past events and from which future economic benefits are expected to flow to Shire (for example real property, motor vehicles, plant and equipment, art works, etc). Key features of an asset include: (a) The Shire must have control over the future economic benefits of the asset. (b) There was a past transaction or event which gave rise to the control of the future economic benefits; and (c) There must be future economic benefits expected to flow to the Shire
Asset Disposal	A process where the Shire divests itself of an asset in a systematic and authorised manner as directed by this policy.
Best Value	Obtaining the best possible return or for the goods it sells in financial, social, economic and environmental terms, or in consideration of replacement assets.
Carrying Value	The amount at which an asset is recognised after deducting any accumulated depreciation and accumulated impairment losses. Also known as written down value.
Community Organisation	(a) An entity that carries on activities for a public purpose; or (b) Another entity whose primary object is not directed at making a profit.
Exc GST	Excluding goods and services tax
Financial Delegation	A formal delegation (consisting of a financial band level and an instrument of sub-delegation (financial)) allowing an employee to authorise/approve the expenditure or reimbursement of money within their approved budget and delegation limit. This delegation allows an employee with responsibility for a budget to manage that budget.
Senior Managers	DCEO, WSM, PBS
Infrastructure Assets	Assets contained within the Shire's sewerage, roads, parks, ovals and gardens, stormwater drainage and bridge asset classes.
Non-current Assets	An asset of the Shire, other than land, that is not a current asset and has been recognised under the Shire's Asset Capitalisation Policy.

Plant and Vehicle Assets	A Shire asset, leased or owned, that is above the \$5,000 capitalisation threshold and is generally under the following categories: (a) Light passenger and commercial vehicles; (b) Trucks and trailers; (c) Construction and materials handling equipment; (d) Grounds care equipment; (e) Boats, marine craft; or (f) Motorcycles including quad bikes.
Property	S3.58 of the Local Government Act 1995 defines as 'includes the whole or part of the interest of a local government in property, but does not include money'.
Land	Land Administration Act 1997 in part defines as 'all land within the limits of the State'.
Local Government Property	Means anything, whether land or not, that belongs to, or is vested in, or under the care, control or management of, the local government.

**Relevant management practices/documents**

Shire of Victoria Plains Asset Capitalisation Policy  
Code of Conduct  
Non-Current Asset Register  
Attractive Assets Register

**Legislation/local law requirements**

Local Government Act 1995 Section 3.58  
Local Government (Functions and General) Regulations 1996 – Regulation 30 details exemptions which includes property with a market value of less than \$20,000.

Office Use Only			
Relevant delegations	Delegations: 3.9		
Initial Shire adoption	Date		Resolution #
Last reviewed	Date	14 Mar 2024	Resolution #
Next review due	Date	01 Mar 2026	

## 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 2023?	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 2023?	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 2023?	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 2023?	N/A	
5	s3.59(5)	During 2023, 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 2022/2023 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	

<b>7</b>	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes	
<b>8</b>	s5.42(2)	Were all delegations to the CEO in writing?	Yes	
<b>9</b>	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes	
<b>10</b>	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	
<b>11</b>	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	
<b>12</b>	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2022/2023 financial year?	Yes	
<b>13</b>	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

<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>
<b>1</b>	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	
<b>2</b>	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?	N/A	
<b>3</b>	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	
<b>4</b>	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	
<b>5</b>	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2023?	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?	N/A	
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?	N/A	
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?	Yes	

## 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?	Yes	
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?	Yes	

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?	Yes	
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2023 received by the local government by 31 December 2023?	Yes	



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?	Yes	
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?	Yes	
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?	Yes	
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2023 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?	Yes	
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	Yes	
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?	Yes	
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	
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	

<b>4</b>	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	
<b>5</b>	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	
<b>6</b>	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	
<b>7</b>	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	
<b>8</b>	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	
<b>9</b>	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	
<b>10</b>	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	
<b>11</b>	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	
<b>12</b>	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	
<b>13</b>	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?	Yes	26/04/2023
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?	Yes	26/04/2023
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 2023? If yes, please provide the date of council's resolution to accept the report.	Yes	17/07/2022
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 2023? If yes, please provide date of council's resolution to accept the report.	Yes	17/07/2022
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	
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2022/2023 financial year and publish it on the local government’s official website by 31 July 2023?	Yes	
8	s6.4(3)	By 30 September 2023, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2023?	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	

PUBLIC ATTACHMENTS 27 MARCH 2024

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor/President

\_\_\_\_\_  
Date