



# Attachments

**Council Meeting**

**August 2023**

## Attachments

### **Minutes/Notes**

Ordinary Meeting of Council –July 2023

Intractable Waste Disposable Facility, Mount Walton East Community Liaison  
Committee-July 2023

### **Agenda Attachments**

- 9.1.1 Proposed Single House Plans
- 9.1.2 CEACA Amendments to Constitution
- 9.1.3 Development Application Plans
- 9.2.1 Financial Reports-July 2023
- 9.2.2 Accounts for Payment –July 2023



# *Minutes*

## *Ordinary Meeting of Council*

*20 July  
2023*

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UNCONFIRMED

## 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The presiding member declared the meeting open at 5pm

## 2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

## 3. ATTENDANCE

Members	Cr W Della Bosca Cr B Close Cr J Cobden Cr G Guerini Cr P Nolan Cr L Rose	
Council Officers	N Warren C Watson G Brigg F Mudau L Della Bosca	Chief Executive Officer Executive Manager Corporate Services Executive Manager Infrastructure Finance Manager Minute Taker
Apologies:	Nil	
Observers:	Kaye Crafter, Jackie Drzymulski, Ross Martelli, Anthea Pate, Cameron Levitzke and Christian Sputore.	
Leave of Absence:	Cr L Granich	

## 4. DECLARATION OF INTEREST

Cr Wayne Della Bosca declared an impartiality interest pursuant to Regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021 in relation to agenda item 9.3.1 'RAV Route Determination N7.3 Frog Rock Marvel Loch, Bodallin South, Dulyalbin, Bennett and Gill Roads', due to being a partner in the family business which may have possible use of the road via a haulage contractor during harvest time.

Cr Gary Guerini declared an indirect financial interest pursuant to section 5.61 of the Local Government Act 1995 in relation to agenda item 9.1.2, 'Proposed Western Power Installation – Glendower Road Reserve', due to possible future financial gain.

## 5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

## 5.1. PUBLIC QUESTION TIME

Kaye Crafter attended Pubic Question time and posed the following question;

**Question:** *What steps is the Yilgarn Shire taking to minimise the impact of the upcoming ACH claims on the running of business, farmers and rate payers within the Shire?*

*Has any communication been made with the Minister, Mr. Butti, also the premier Mr. Cook? They need to be made aware that we are not impressed with their lack of consultation with the public, lack of planning of LACHS, the arrogance in he expecting the public of WA to accept the nebulous nature of this new law!!*

*What is the Shire's response? And what does the Shire propose to do in addressing this? And what do you envisage the repercussions being to your constituents? Do you know?*

**Answer:** The Shire President referred the question to the CEO. The CEO stated that the Shire intends to comply with the new Aboriginal Cultural Heritage Act, however noted it will and already has had implications on Shire business.

The Western Australian Local Government Association is providing advocacy on behalf of all member local government in this space, and the Shire will engage with them where necessary to share concerns and issues.

The CEO stated he agrees with the concept of the legislation, in that Aboriginal Cultural Heritage should be protected, however it was mentioned that a number of gray areas exist in regards to the processes required under the Act. However, the Shire is establishing strategies and documentation to assist staff manage these processes.

Jackie Drzymulski attended public question time and posed the following question;

**Question:** *Some time ago I applied for a Shire of Yilgarn grant to replace the nets and matts at the cricket pitch, is this going to be actioned?*

**Answer:** The Shire President referred the question to the CEO. The CEO confirmed the items in question have been added into the 2023/2024 budget that is on the agenda to be considered tonight.

**Question:** *Can the oven in the Sports Complex be replaced as it is old and very hard to cook with, making catering in the sport's complex kitchen difficult.*

**Answer:** The Shire President referred the question to the CEO. The CEO advised the Shire would look into the oven and cook top to determine what the best course of action is to address the difficulties experienced.

## 6. CONFIRMATION OF MINUTES

### 6.1 Ordinary Meeting of Council, Thursday, 15 June 2023

**94/2023**

***Moved Cr Cobden/Seconded Cr Close***

***That the minutes from the Ordinary Council Meeting held on the 15 June 2023 be confirmed as a true record of proceedings.***

**CARRIED (6/0)**

### 6.2 Special Meeting of Council, Monday 10 June 2023

**95/2023**

***Moved Cr Rose/Seconded Cr Guerini***

***That the minutes from the Special Meeting of Council held on the 10 June 2023 be confirmed as a true record of proceedings.***

**CARRIED (6/0)**

### 6.3 Great Eastern Country Zone (GECZ), Tuesday 20 June 2023

**96/2023**

***Moved Cr Close/Seconded Cr Cobden***

***That the minutes of the GECZ Meeting held on the 20 June 2023 be received***

**CARRIED (6/0)**

### 6.4 Central East Accommodation & Care Alliance Inc (CEACA), Monday 29 May 2023

**97/2023**

***Moved Cr Cobden/Seconded Cr Rose***

***That the minutes from the CEACA Meeting held on the 29 May 2023 be received.***

**CARRIED (6/0)**

### 6.5 Wheatbelt East Regional Organisation of Council Inc, Wednesday 28 June 2023

**98/2023**

***Moved Cr Close/Cr Guerini***

***That the minutes of the WEROC Meeting held on the 28 June 2023 be received***

**CARRIED (6/0)**

6.6 Roads Committee Meeting, Monday 3 July 2023

**99/2023**

**Moved Cr Rose/Seconded Cr Guerini**

***That the minutes of the Road Committee Meeting held on the 3 July 2023 be received***

**CARRIED (6/0)**

**7. PRESENTATIONS, PETITIONS, DEPUTATIONS**

Ross Martelli (Project Director), Christian Sputore (Manager Expansion Study), Anthea Pate (Manager Environment & Approvals) and Cameron Levitzke (GM Commercial) from Covalent Lithium attended council to give an update on the future of the Covalent Mt Holland Lithium Project. Planning studies to expand the mine are underway, which will seek to increase the amount of ore processed at the mine from 2MTPA to 4MTPA, while reducing the mine life from 47 to 27 years, taking production from 383,000 to 766,000 dry tonne of lithium concentrate. In order to house the waste produce, a further 1600 hectares of land has been acquired which at the end of mine life will be rehabilitated and handed back as Crown Land.

Ross Martelli thanked Council for their time and invited questions.

**Cr Nolan:** ***Who owns Covalent Lithium.***

Ross Martelli: Covalent Lithium Pty Ltd is the manager appointed by a joint venture between SQM Australia and Wesfarmers owned MH Gold, who is the tenement holder.

**Cr Nolan:** ***Although I am aware Covalent Lithium are not the only road users within the Shire of Yilgarn, rubbish is an issue on the road, can management be mindful to remind staff and contractors to place litter in the bin.***

Ross Martelli: Yes, we will follow up on this issue.

**Cr Rose:** ***The percentage of local employees by Covalent Lithium is marginal, there was no local advertising for the first intake, with the expansion of the mine will we see more local employment advertising.***

Ross Martelli: I will take this issue back to HR and follow up to ensure opportunities are advertised locally.

**Cr Rose:** ***Is it correct that with mine expansion the amount of trucks hauling will double?***

Ross Martelli: Yes, it is correct.

**Cr Rose:** ***In the event of a bush fire can/how can we gain access to the water tanks setup by Covalent Lithium?***

Ross Martelli: We will set up a meeting with the bush fire brigade in order to arrange access

**Cr Close:** *How far away from the mine and camp is there mobile coverage that may be needed in the event of a bushfire as the area has previously been quite a black spot.*

*Ross Martelli: The mobile coverage does not reach far out of the mine and camp however I believe there are plans to expand the coverage. Western Power is also looking to place a tower in the area as well.*

Cr Della Bosca thanked Ross Martelli, Anthea Pate, Cameron Levitzke and Christian Sputore for their time and they left the meeting at 5.27pm.

## 8. DELEGATES' REPORTS

Cr Della Bosca announce the following;

- Attended the Great Country Zone meeting on the 20 June 2023
- Attended the Roads Committee meeting on the 3 July 2023
- Attended the Regional Roads Group meeting on the 17 July 2023

Cr Close announced the following;

- Attended the Great Country Zone meeting on the 20 June 2023
- Attended the Pox Eclipse meeting on the 26 June 2023
- Attended the Roads Committee meeting on the 3 July 2023

Cr Rose announce the following;

- Attended the Roads Committee meeting on the 3 July 2023

Cr Guerini announced the following;

- Attended the Pox Eclipse meeting on the 26 June 2023
- Attended the Roads Committee meeting on the 3 July 2023

Cr Nolan announced the following

- Attended the monthly Agcare meeting in July 2023
- Attended the Roads Committee meeting on the 3 July 2023
- Attended the Special Meeting of Council on the 10 July 2023

## 9.1 Officer Report – Chief Executive Officer

### 9.1.1 WALGA Annual General Meeting 2023

<b>File Reference</b>	<b>1.6.21.12</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Author</b>	<b>Nic Warren – Chief Executive Officer</b>
<b>Attachments</b>	<b>Nil</b>

#### Purpose of Report

To advise Council of the Notice of the Western Australian Local Government Association (WALGA) 2023 Annual General Meeting and to endorse voting delegates.

#### Background

The Shire has received notification that the 2023 WALGA Annual General Meeting will be held on Monday, 18 September at Crown Perth.

Key dates are as follows:

- Friday, 4 August – Deadline for Members to submit motions for the AGM Agenda
- Friday, 8 September – Registration of Voting Delegates closes
- Monday, 18 September – Annual General Meeting, Crown Perth

#### Comment

Council are asked to consider voting delegates for the 2023 AGM.

#### Statutory Environment

Nil

#### Strategic Implications

Shire of Yilgarn Strategic Community Plan – Civic Leadership Strategy – Ensure training programs for Elected Members and Staff.

#### Policy Implications

Nil.

#### Financial Implications

Nil.

### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

### Officer Recommendation and Council Decision

*100/2023*

*Moved Cr Cobden/Seconded Cr Guerini*

*That Council nominates Cr Wayne Della Bosca and Cr Linda Rose as the Shire of Yilgarn Voting Delegates at the 2023 WALGA Annual General Meeting.*

*And*

*That Council nominates Cr Granich and the CEO, Nic Warren as the Shire of Yilgarn Proxy Voting Delegates at the 2023 WALGA Annual General Meeting, in the event voting delegates are absent.*

**CARRIED (6/0)**



## 9.1 Officer Report – Chief Executive Officer

### 9.1.2 Proposed Western Power Installation – Glendower Road Reserve

<b>File Reference</b>	<b>6.1.1.219 &amp; 10.2.2.6</b>
<b>Disclosure of Interest</b>	<b>Cr Gary Guerini declared an indirect financial interest pursuant to section 5.61 of the Local Government Act 1995 due to a possible future financial gain.</b>
<b>Voting Requirements</b>	<b>Absolute Majority (Revoke Previous Decision) and Simple Majority (New Recommendation)</b>
<b>Author</b>	<b>Nic Warren – Chief Executive Officer</b>
<b>Attachments</b>	<b>Nil</b>

Cr Gary Guerini declared an indirect financial interest pursuant to section 5.61 of the Local Government Act 1995 in relation to agenda item 9.1.2, 'Proposed Western Power Installation – Glendower Road Reserve', due to possible future financial gain.

**101/2023**

**Moved Cr Close/Seconded Cr Rose**

***That Cr Gary Guerini be allowed to remain in chambers and vote on agenda item 9.1.2.***

**CARRIED (5/0)**

### Purpose of Report

For Council to re-consider a request to upgrade the Western Power network, to include a new 33 kV power line within the Glendower Road Reserve to service a proposed wind farm development.

### Background

As Council would be aware, Shire Executive have been liaising with Yilgarn Holdings Pty Ltd in relation to a proposed Wind farm development within the Shire of Yilgarn.

The proponents of the application had advised and sought the following:

*Yilgarn Holdings Pty Ltd propose to construct a wind farm approximately 13 km southeast of Southern Cross townsite located on an area of freehold rural land cleared, and historically used for cropping.*

*Southern Cross Wind Farm will comprise up to 10 wind turbines for the Phase 1 development, pending receipt of the relevant approvals.*

*Western Power Networks have undertaken Phase 1 technical assessment and concluded that the wind farm can be connected to existing Western Power Networks infrastructure.*

*The technical solution proposed by Western Power Networks includes a requirement to construct a new 33 kV power line from the existing 33 kV power line on Marvel Loch Road, running parallel to Glendower Road within the existing road reserve, before terminating at the windfarm (Refer to Attachment B).*

*It is our understanding that the road reserve on Glendower Road is Vested Crown land, vested to the Shire of Yilgarn. We are hereby seeking your principle support and consent to allow construction of the above, as part of the wind farm development and the Development Application.*

At the Special Council Meeting held on the 29 May 2023, Council carried the following resolution:

**83/2023**

***Moved Cr Nolan/Seconded Cr Granich***

***Council, in relation to the request from Yilgarn Holdings Pty Ltd to endorse the construction of a 33 kV powerline along the Glendower Road reserve from Marvel Loch Road, requests the following information from the proponent:***

- ***Provide comments or detail from Western Power as to why this solution was proposed;***
- ***Provide detail on the alternative options considered, and why these were deemed unsuitable;***
- ***If no alternatives were considered, Council seek for the proponents to investigate whether the following are feasible:***
- ***Connection to the existing 33 kV line running along a portion of Glendower Rd (C1024418);***
- ***Connection to existing 33 kV line running alongside the 220 kV line of which intersects with Glendower Road (C1172029)***

**CARRIED 7/0**

The proponents of the wind farm development provided further detail as requested by Council and advised the preferred options was to connect to the existing 33 kV line along Glendower Road, as per image below:



### Comment

At the June Councillor Discussions Session, the matter was discussed, with Council comfortable with the altered option, as it is seen to now minimise the amount of clearing required.

Council will need to carry a motion to revoke the prior decision by absolute majority, before considering the new recommendations.

The following conditions are also considered appropriate:

- The Shire of Yilgarn remains indemnified from any liability associated with the new line;
- The Shire of Yilgarn incur no costs associated with the installation;
- All relevant legislative requirements are adhered to by the proponents and Western Power; and
- If required by Western Power, local mining entities are consulted in regards to impact to their operations from the installation of the line.

### Statutory Environment

Nil

### Strategic Implications

Nil.

### Policy Implications

Nil.

### Financial Implications

Nil.

### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Damage to reputation from not supporting a green energy initiative	Moderate (6)	Supporting wind farm through proper assessment and processes ensures Council is supporting green energy initiatives.
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

### Revoking of Previous Decision

**102/2023**

**Moved Cr Cobden/Seconded Cr Close**

**That Council, By Absolute Majority, revoke resolution 82/2023, which read:**

**83/2023**

**Moved Cr Nolan/Seconded Cr Granich**

**Council, in relation to the request from Yilgarn Holdings Pty Ltd to endorse the construction of a 33 kV powerline along the Glendower Road reserve from Marvel Loch Road, requests the following information from the proponent:**

- **Provide comments or detail from Western Power as to why this solution was proposed;**
- **Provide detail on the alternative options considered, and why these were deemed unsuitable;**
- **If no alternatives were considered, Council seek for the proponents to investigate whether the following are feasible:**
- **Connection to the existing 33 kV line running along a portion of Glendower Rd (C1024418);**
- **Connection to existing 33 kV line running alongside the 220 kV line of which intersects with Glendower Road (C1172029)**

**CARRIED 7/0**

**CARRIED BY ABSOLUTE MAJORITY (6/0)**

### Officer Recommendation and Council Decision

**103/2023**

**Moved Cr Cobden Seconded Cr Rose**

**That Council endorse the installation of a 33 kV power line along the Glendower Road Reserve, for the purposes of servicing a proposed wind farm by Yilgarn Holdings Pty Ltd, on the following conditions:**

- **The new line is to connect to the existing 33kV line along Glendower Road (C1024418);**
- **The Shire of Yilgarn remains indemnified from any liability associated with the new line;**

- *The Shire of Yilgarn incur no costs associated with the installation;*
- *All relevant legislative requirements are adhered to by the proponents and Western Power; and*
- *If required by Western Power, local mining entities are consulted in regards to possible impacts to their operations from the installation of the line.*

**CARRIED (6/0)**

UNCONFIRMED



## 9.1 Officer Report – Chief Executive Officer

### 9.1.3 Proposed Closure of Parker Range Road and Marvel Loch Forrestania Roads

<b>File Reference</b>	<b>6.1.1.038 &amp; 6.1.1.004</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Author</b>	<b>Nic Warren – Chief Executive Officer</b>
<b>Attachments</b>	<b>Tenure Map</b>

#### Purpose of Report

For Council to endorse the closure of sections of Parker Range Road and Marvel Loch-Forrestania Road.

#### Background

At the November 2022 Ordinary Council meeting, Council endorsed the design for the upgrade of Parkers Range Road and Marvel Loch Forrestania Road, as part of the haul road for Covalent Lithium:

##### ***Resolution 276/2022***

##### ***Moved Cr Nolan/Seconded Cr Cobden***

***That Council, by Simple Majority pursuant to Section 3.53 (2) of the Local Government Act 1995 approves Covalent Lithium’s road construction design for the purpose of upgrading of Parker Range and Marvel Loch Forrestania Roads and that council requires a road user agreement prior to any construction.***

***CARRIED (6/0)***

As part of the required regulatory process the Shire of Yilgarn, after a public notice period, endorsed the realignment of the road and dedication of the road at the April 2023 Ordinary Council meeting, as follows:

##### ***50/2023***

##### ***Moved Cr Nolan/Seconded Cr Rose***

##### ***That Council:***

- 1. Endorse the proposed realignment of Parker Range Road, Marvel Loch Road and Marvel Loch-Forrestania Road, within the unmanaged “Common” Reserve 10552, being Lot 1010 on Deposited Plan 91883, and “Water Supply” Reserve 6608, Vested in the Water & Rivers Commission, being Lot 1009 on Deposited Plan 91886, as depicted on provided Tenure Map.***

***And***

- 2. As per Section 56 of the Land Administration Act 1997, request the Minister to dedicate that land as a road.***

***And***

3. *The Shire of Yilgarn indemnifies the Minister for Lands against all costs, fees and charges incurred, including the cost of survey, for Department actions necessary to complete the road realignment process.*

**CARRIED (6/0)**

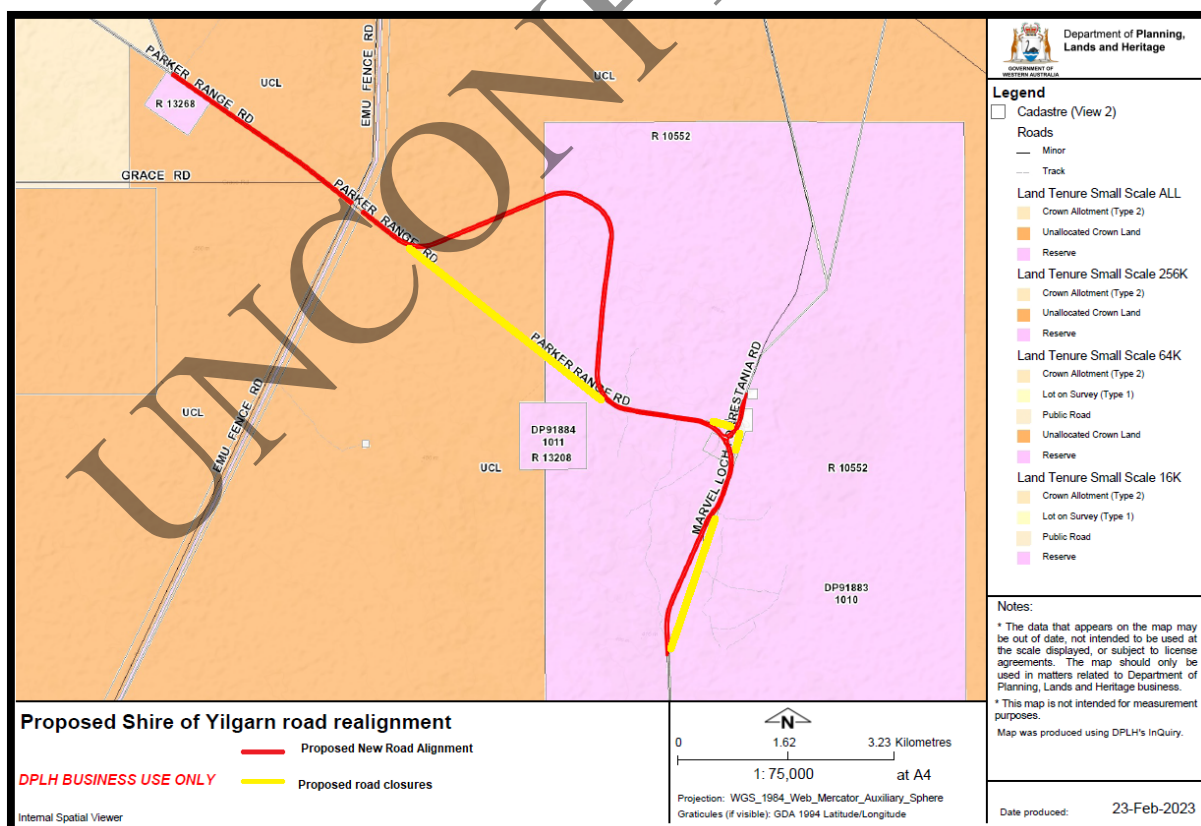
The Shire has now been advised by the Department of Planning Lands and Heritage, that the Shire of Yilgarn must advertise and then endorse the closure of the relevant sections of Parkers Range Road and Marvel Loch Forrestania Road

### Comment

To comply with the requirements of the Department, the Shire of Yilgarn undertook a 35 day public notice period as defined under Section 58(5) of the Land Administration Act 1997, including an advertisement in the Kalgoorlie Miner newspaper on the 13<sup>th</sup> May 2023, posts on the Shire's website and facebook page, as well as advertising in the local crosswords publication and notice boards.

No submissions were received by the closing date, which was the 19<sup>th</sup> June 2023.

As such, it is recommended that Council endorse the closure of the relevant sections of Parkers Range Road and Marvel Loch Forrestania Road as per image below:





## Statutory Environment

### *Land Administration Act 1997*

#### 58. Closing roads

- (1) When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.*
- (2) When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.*
- (3) A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.*
- (4) On receiving a request delivered to him or her under subsection (2), the Minister may, if he or she is satisfied that the relevant local government has complied with the requirements of subsections (2) and (3) —*
  - a. by order grant the request; or*
  - b. direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or*
  - c. refuse the request.*
- (5) If the Minister grants a request under subsection (4) —*
  - a. the road concerned is closed on and from the day on which the relevant order is registered; and*
  - b. any rights suspended under section 55(3)(a) cease to be so suspended.*
- (6) When a road is closed under this section, the land comprising the former road —*
  - a. becomes unallocated Crown land; or*
  - b. if a lease continues to subsist in that land by virtue of section 57(2), remains Crown land.*

## Strategic Implications

Nil.

## Policy Implications

Nil.

## Financial Implications

Nil.

### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Non-compliance with land administration legislation	Low (4)	Resolution ensures compliance with Land Administration Act and Regulations.
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

### Officer Recommendation and Council Decision

**104/2023**

**Moved Cr Guerini/Seconded Cr Rose**

**That Council:**

- 1. Note the shire of Yilgarn undertook the relevant 35 day notice period as required under Section 58 of the Land Administration Act 1997;**

**And**

- 2. Note there were no submissions received in relation to the proposed closure, and as such, no objections;**

**And**

- 3. There being no objections, resolve to close sections of Parker Range Road and Marvel Loch-Forrestania Road, within the unmanaged "Common" Reserve 10552, being Lot 1010 on Deposited Plan 91883, and "Water Supply" Reserve 6608, Vested in the Water & Rivers Commission, being Lot 1009 on Deposited Plan 91886, as depicted on provided Tenure Map.**

**And**

- 4. As per Section 58 of the Land Administration Act 1997, request the Minister to close the relevant sections of road.**

**CARRIED (6/0)**

## 9.1 Officer Report – Chief Executive Officer

### 9.1.4 Waiver of Fees and Charges – Deb Schoen Podiatry

<b>File Reference</b>	<b>8.2.3.27</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Author</b>	<b>Nic Warren - CEO</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Attachments</b>	<b>Nil</b>

#### Purpose of Report

To submit to Council a request from Deb Schoen, Podiatrist, for the waiving of fees associated with accommodation at the caravan Park during visits to Southern Cross.

#### Background

Deb Schoen has been providing podiatry services to the Yilgarn community for many years, originally from the southern cross Hospital, then in 2016/2017 arrangements were made for Deb to work out of the Southern Cross Seniors Centre one day every 7-8 weeks.

Deb has written to seek use of the Seniors Centre for two days per visit, with visits between 7-8 weeks apart. Deb had also sought 2 nights accommodation at the Southern Cross Caravan Park to be provided.

Deb states there is unprecedented demand at the moment for her services, with the additional days allowing reduction to waiting list and waiting times for the Yilgarn community.

#### Comment

The previous arrangement in 2016/2017 saw the Shire waive hire fees for the Seniors Centre and Caravan Park.

The Shire's Fees and Charges permits the CEO to hire and charge for use of the Seniors Centre at their discretion. This discretion has been used to hire out a room at the seniors centre for no cost to professional health providers, such as Deb Schoen's podiatry services and Chiropractic providers.

However, the Shire's Delegation Register "*LGA 14 Donations and Waiver of Hire Fees*" does not permit the CEO to waive accommodation charges at the caravan park for for-profit entities, and as such, Council must make a determination of the waiver of fees request.

Deb Schoen normally utilised the sandalwood rooms at the Caravan Park, at a cost of \$100 to \$120 per night. If Council were to permit the ongoing waiver of accommodation fees, then based on Deb's request for 2 nights per visit, and visits being between 7-8 weeks apart, it is

estimated Deb would average 7 visits a year, for 2 nights, meaning the Shire would waive approximately 14 nights accommodation, being a waiver of \$1400 to \$1680 dependant on the room availability.

Podiatry is a service not available locally, and as such, many Yilgarn residents rely on Deb Schoen's services.

Whilst Deb is a commercial operator, there is precedence of the Shire supporting commercially operated medical services within the Yilgarn area, either via directly funding or waiving of hire fees.

The amount to be waived is considered relatively small if it secures Deb Schoen's Podiatry services into the future. As such, it is the reporting Officers recommendation that Council agree to the waiver of fees associated with Deb Schoen's accommodation at the caravan park, up to 14 nights per annum, and that the arrangement is to be reviewed every 3 years.

## Statutory Environment

### Delegation Register

LGA14 Donations and Waiver of Hire Fees	
<b>Date Adopted:</b>	17 March 2016
<b>Document Control:</b>	Amended – 20 April 2023 Amended - 21 April 2022 - <a href="#">Link</a> Amended – 21 February 2019 - <a href="#">Link</a> Adopted – 17 March 2016 - <a href="#">Link</a>
<b>Policy Reference:</b>	
<b>Delegate:</b>	CEO
<b>Sub-Delegated:</b>	No
<b>Chief Executive Instruction/Procedure:</b>	N/A
<b>History:</b>	Previously LGA30
<b>Legal (Parent):</b> <ul style="list-style-type: none"> <li>- Local Government Act 1995 (As Amended) – Section 5.42</li> </ul>	<b>Legal (Subsidiary):</b> <ul style="list-style-type: none"> <li>- Local Government Act 1995, Sections 6.12</li> </ul>

### Extent of Delegation:

Council delegates its authority and power to consider requests for Donations and Waiver of Hire Fees,  
Subject to-

- a) The donation and /or waiver of hire fees request is:
  - a. less than \$500
  - b. for a non-profit group that is located in the Shire of Yilgarn
  - c. for an event that will be held within the Shire and is a general community benefit
- b) All Donations and Waiver of Hire Fees to be recorded in the Annual Report each year.

### Conditions Imposed:

Nil

### Legislation:

#### Local Government Act 1995

#### 6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may —
  - (a) when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or
  - (b) waive or grant concessions in relation to any amount of money; or
  - (c) write off any amount of money, which is owed to the local government.
- \* Absolute majority required.
- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.

### Strategic Implications

Shire of Yilgarn Strategic Community Plan – Social – Maintain/increase percentage of residents engaged in recreation, cultural and leisure activities for all demographics in the Shire.

### Policy Implications

Nil.

### Financial Implications

Requested Donation/Waiving of Hire Fees for 14 nights accommodation at the caravan park per annum for 3 years.

## Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Yilgarn community not able to readily access podiatry services.	Moderate (8)	A contribution in the form of a waiver of fees, assists with providing the services in Southern Cross.
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Reputation damage by not seizing an opportunity to secure podiatry services for the community.	Low (3)	A contribution in the form of a waiver of fees, assists with providing the services in Southern Cross.
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

**Officer Recommendation and Council Decision**

**105/2023**

***Moved Cr Close/Seconded Cr Rose***

***That Council waives the fees associated with accommodation at the Southern Cross Caravan Park for Deb Schoen Podiatry, on the following provisions:***

- 1. Waiver is for a maximum of 14 nights accommodation per annum;***
- 2. Accommodation is only provided after each full day of podiatry services provided to the community from the Southern Cross Seniors Centre;***
- 3. The waiver of accommodation applies for three years, after which Council must redetermine the arrangements.***

**CARRIED (6/0)**



## 9.1 Officer Report – Chief Executive Officer

### 9.1.5 Referral of a Licence Amendment – Barto Gold

<b>File Reference</b>	<b>3.2.1.30</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Author</b>	<b>Kelly Watts – Regulatory Services Officer</b>
<b>Attachments</b>	<b>Application for Licence Amendment – Supporting documentation</b>

#### Purpose of Report

For Council to consider a licence amendment application from Barto Gold Mining for mine dewatering.

#### Background

The Shire has received a referral from the Department of Water and Environmental Regulation regarding an application from Barto Gold Mining seeking an amendment to licence L4597/1988/14 under Division 3 Part V of the Environmental Protection Act 1986 (EP Act) at the Southern Cross Operations within Mining Tenement M 77/225.

The proposed licence amendments is to utilise a pre-existing dewatering pipeline to discharge water from Frasers pit to the Transvaal complex. The proposed amendment will also add additional mining tenements to the Prescribed Premise Boundary.

The application states:

*Licence L4597/1988/14 currently authorises Barto for Prescribed Premises Category 6 “Mine Dewatering”, for dewatering to be discharged to Marvel Loch Pit, Glendower Pit, Jaccoletti Pit, Nevoria Pit, Frasers Pit, Triad Pit, Polaris South Pit, Axehandle Pit and Yilgarn Star Pit.*

*Barto Intends to recommence mining via underground methods at the Frasers mine. Prior to this occurring, dewatering of an estimated 3,300,000 kilolitres (kL) from Frasers Pit is required to enable access for mining. Frasers has historically been used as a discharge location for dewatering from the nearby Transvaal complex, during mining activities between 2018-2020. An existing, licensed pipeline is in place between Frasers and Transvaal complex. Barto seek to utilise the existing pipeline to dewater Frasers pit.*

#### Comment

The relevant referral documentation from DWER is attached for Councillors perusal.

#### Statutory Environment

Nil

### Strategic Implications

Nil.

### Policy Implications

Nil.

### Financial Implications

Nil.

### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

### Officer Recommendation and Council Decision

**106/2023**

***Moved Cr Cobden/Seconded Cr Close***

***That Council endorse the following response to the Department of Water and Environmental Regulation:***

***Regarding the application from Barto Gold to amend licence L4597/1988/14, for Mine Dewatering from Frasers Pit to the Transvaal complex, the Shire of Yilgarn has no objections.***

**CARRIED (6/0)**

Cr Nolan wishes to make a comment, of which the presiding member permitted:

- Barto is about to be sold, I suggest we liaise with new owners with regards to their dewatering across all tenements;
- Arrange with Barto or buyer a tour of the tenements, to ensure rehabilitation works are being undertaken.

## 9.1 Officer Report – Chief Executive Officer

### 9.1.6 Proposal Renew Of Expired Lease - N598009

<b>File Reference</b>	<b>1.6.37.1</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Author</b>	<b>Kelly Watts – Regulatory Services Officer</b>
<b>Attachments</b>	<b>Tenure Map Lease N598009 - Aerial</b>

#### Purpose of Report

For Council to consider a proposed lease renewal referral from the Department of Planning, Lands and Heritage, in relation to Lease N598009 over Lot 303 on Deposited Plan 44538.

#### Background

The Department of Planning, Lands and Heritage, Land Use Management Division has received a request from Jeffery Taylor to renew expired lease N598009 over Lot 303 on Deposited Plan 44538 (Reference QCLT LR3141-224). As part of the renewal process, the Department seeks comment from the Shire of Yilgarn

The parcel of land subject to the above proposal is depicted on the attached tenure and aerial image for Councillors information and reference.

#### Comment

Please see the below attachments;

#### Statutory Environment

Nil

#### Strategic Implications

Nil.

#### Policy Implications

Nil.

#### Financial Implications

Nil.

### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

### Officer Recommendation and Council Decision

107/2023

*Moved Cr Cobden/Seconded Cr Close*


*That Council endorse the following response to the Department of Planning, Lands and Heritage, Land Use Management Division:*

*Regarding the request from Jeffery Taylor to renew expired lease N598009 over Lot 303 on Deposited Plan 44538, reference QCLT LR3141-224, the Shire of Yilgarn has no objections.*

**CARRIED (6/0)**







Department of Planning,  
Lands and Heritage

Legend

☐ Cadastre (View 1)

Notes:

\* The data that appears on the map may be out of date, not intended to be used at the scale displayed, or subject to license agreements. The map should only be used in matters related to Department of Planning, Lands and Heritage business.

\* This map is not intended to be used for measurement purposes.


Map was produced using DPLH's InQuery.

Date produced:

12-Feb-2021

InQuery Map

DPLH BUSINESS USE ONLY

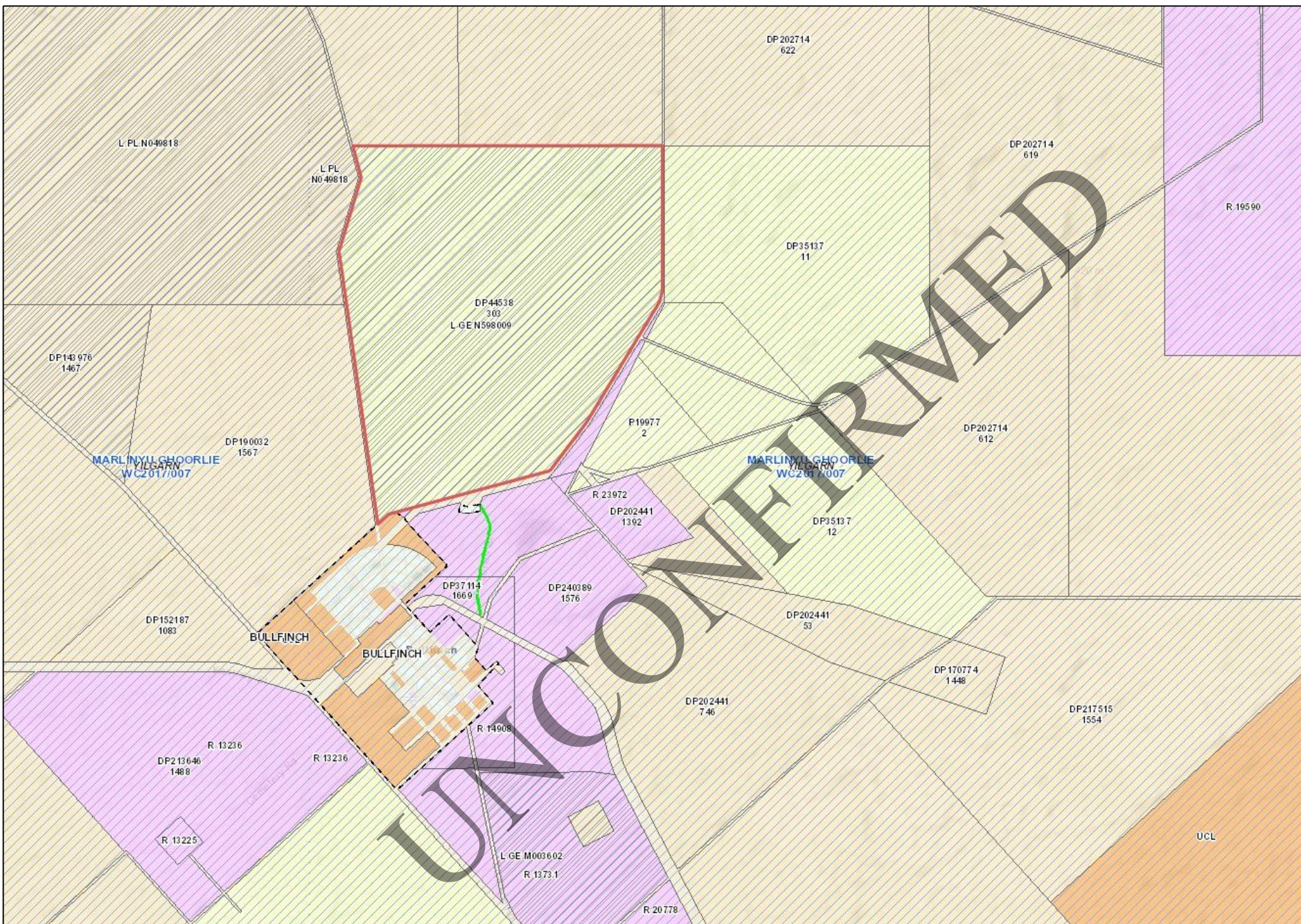


00.390.78 Kilometres

1: 18,056  
at A3

Projection: WGS 1984 Web Mercator Auxiliary Sphere













### Legend

-  Land Districts
-  Townships
-  Cadastral (View 2)
-  Lodged Layer
-  Native Title Applications (NNTT Registered)

#### Land Tenure Small Scale ALL

-  Crown Allotment (Type 2)
-  Unallocated Crown Land
-  Lease
-  Reserve

#### Land Tenure Small Scale 256K

-  Crown Allotment (Type 2)
-  Lot on Survey (Type 1)
-  Lease
-  Reserve

#### Land Tenure Small Scale 64K

-  Crown Allotment (Type 2)
-  Lot on Survey (Type 1)
-  Public Road
-  Unallocated Crown Land
-  Reserve

#### Land Tenure Small Scale 16K

-  Crown Allotment (Type 2)
-  Lot on Survey (Type 1)
-  Public Road
-  Unallocated Crown Land
-  Reserve

### Notes:

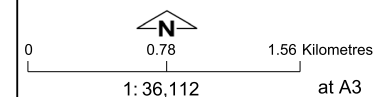
\* The data that appears on the map may be out of date, not intended to be used at the scale displayed, or subject to license agreements. The map should only be used in matters related to Department of Planning, Lands and Heritage business.

\* This map is not intended to be used for measurement purposes.

Map was produced using DPLH's InQuery.

## InQuery Map

**DPLH BUSINESS USE ONLY**





## 9.1 Officer Report – Chief Executive Officer

### 9.1.7 Application to Clear Native Vegetation - Lot 759 on Deposited Plan 207952, Ghooli

<b>File Reference</b>	<b>7.2.1.21</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Author</b>	<b>Kelly Watts – Regulatory Services Officer</b>
<b>Attachments</b>	<b>Referral Documentation</b>

#### Purpose of Report

For Council to consider a response to an application for native clearing on Lot 759 on Deposited Plan 207952, Ghooli.

#### Background

The Shire of Yilgarn is in receipt of a referral from the Department of Water and Environment Regulation, seeking comments on a request to clear 1.44 hectares of native vegetation on Lot 759 on Deposited Plan 207952, Ghooli.

The proposed use of the land is cropping and agriculture.

#### Comment

Aerial maps provided with the referral have been provided as attachments for Council's perusal.

#### Statutory Environment

Nil

#### Strategic Implications

Nil.

#### Policy Implications

Nil.

#### Financial Implications

Nil.



### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

### Officer Recommendation and Council Decision

108/2023

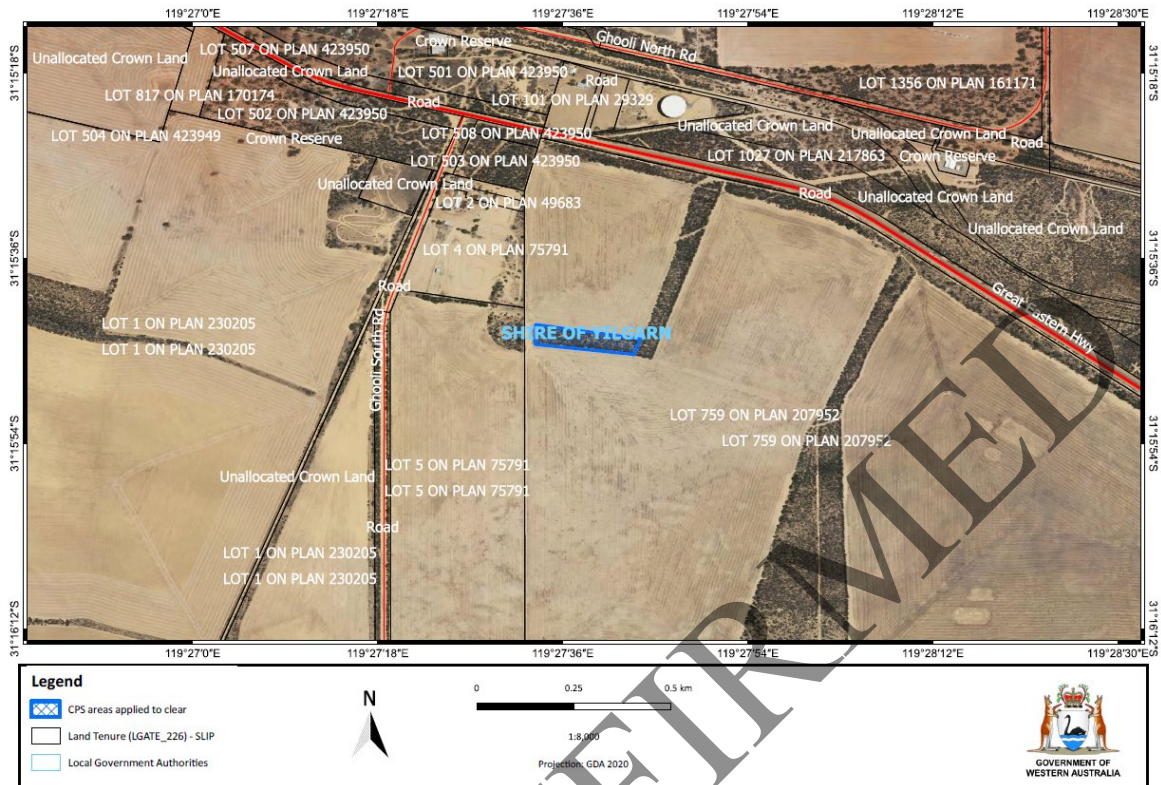
*Moved Cr Cobden/Seconded Cr Rose*

*That Council endorse the following response to the Department of Water and Environmental Regulation:*

*In regards to the request to clear 1.44 hectares of native vegetation on Lot 759 on Deposited Plan 207952, Ghooli for the purpose of cropping and agriculture, the Shire of Yilgarn have no objections.*

**CARRIED (6/0)**

### CPS 10160/1 - Map



## 9.1 Officer Report – Chief Executive Officer

### 9.1.8 Application to Clear Native Vegetation – Symes Find

<b>File Reference</b>	<b>7.2.1.21</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Author</b>	<b>Kelly Watts – Regulatory Services Officer</b>
<b>Attachments</b>	<b>10133 – Photomap</b>
	<b>10133 – Natmap</b>
	<b>Appendix A – Environment Assessment</b>

#### Purpose of Report

For Council to consider a request from the Department of Mines, Industry, Regulation and Safety regarding an application to clear native vegetation on various mining tenements, forming the Symes Find project.

#### Background

Edna May Operations Pty Ltd (EMO), a wholly owned subsidiary of Ramelius proposes to develop an open pit gold mine and associated infrastructure at the Symes Find project site.

Mined ore will be hauled to the Edna May mine site in Westonia for processing, located approximately 121 km by road to the north-west of the Symes Find project.

The Project is scheduled to commence in Q2 2023 with an operational mine life estimated at 18- 24 months.

The project will comprise the following components:

- Waste Rock Landform (WRL)
- Mining voids
- Turkeys nests
- Mine ore pad (MOP)
- Buildings and offices
- Workshop
- Transport infrastructure corridor (access and haul roads)
- Laydown / hardstand storage areas
- Water bores and pipelines
- Explosives magazine
- Communication facilities (telephone, internet, radio telemetry)

The Project requires the clearing of 3.4 hectares of native vegetation to accommodate the above.



## Comment

The referral documentation has been provided as attachments, with aerial maps showing location and affected areas provided below.



Figure 1-1: Regional location of the Symes Find Project

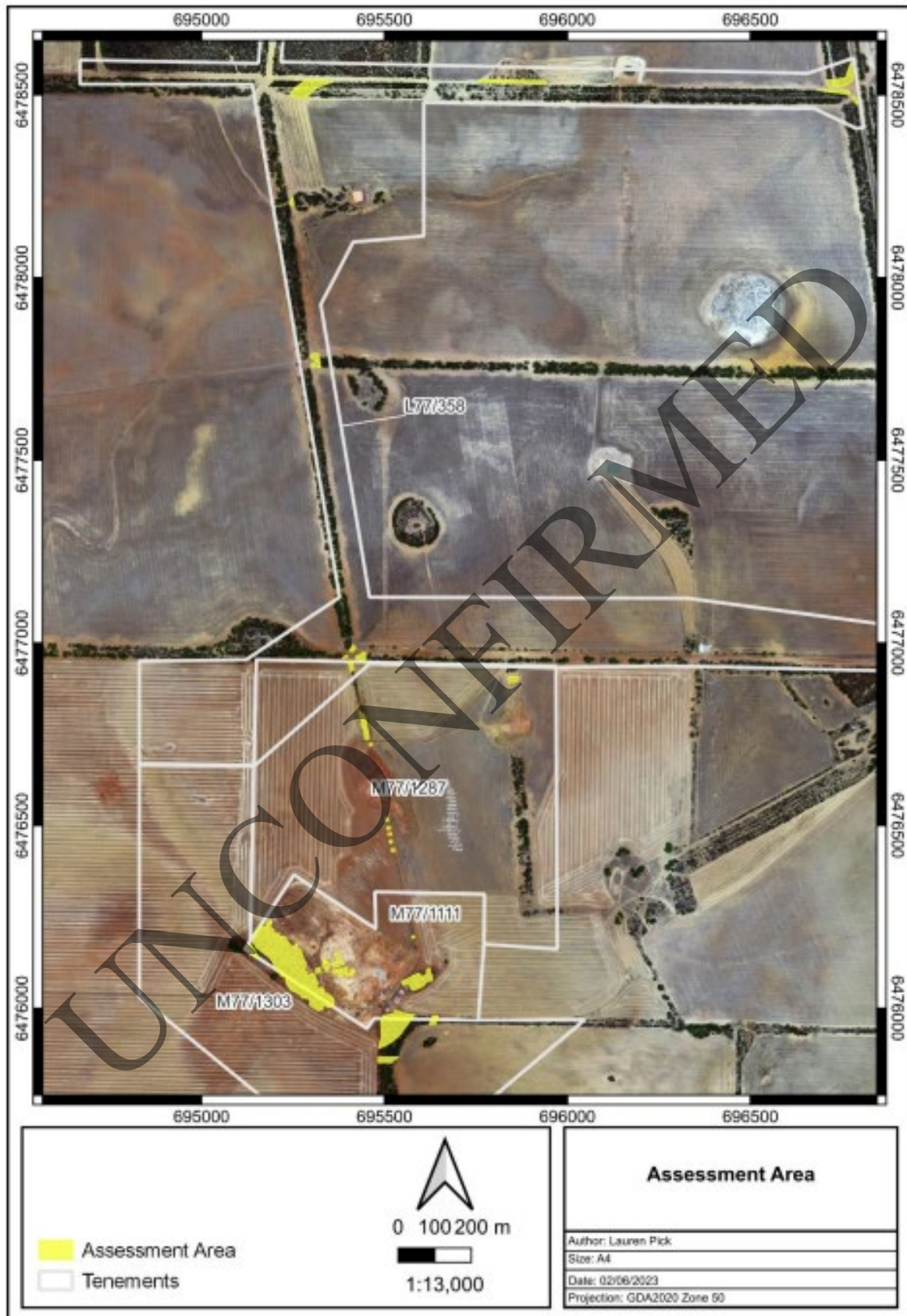


Figure 1-2: Assessment Area



### Statutory Environment

Nil

### Strategic Implications

Nil.

### Policy Implications

Nil.

### Financial Implications

Nil.

### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

**Officer Recommendation and Council Decision**

**109/2023**

***Moved Cr Guerini/Seconded Cr Close***

***That Council endorse the following response to the Department of Mines, Industry Regulation and Safety Resource:***

***In relation to the application (CPS10133/1) from Edna May Operations Pty Ltd to clear 1.44 hectares of Native Vegetation under the Environmental Protection Act 1986 on Mining Leases 77/1111, 77/1287, 77/1303 and Miscellaneous Licence 77/358, the Shire of Yilgarn has no objections.***

**CARRIED (6/0)**

UNCONFIRMED

## 9.2 Reporting Officer– Executive Manager Corporate Services

### 9.2.1 Financial Reports-June 2023

<b>File Reference</b>	<b>8.2.3.2</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Author</b>	<b>Fadzai Mudau-Finance Manager</b>
<b>Attachments</b>	<b>Financial Reports</b>

#### Purpose of Report

To consider the Financial Reports

#### Background

Enclosed for Council's information are various financial reports that illustrate the progressive position of Council financially on a month-by-month basis.

The following reports are attached and have been prepared as at the 30 June 2023

- Rates Receipt Statement
- Statement of Investments
- Monthly Statement of Financial Activity

Councillors will be aware that it is normal practice for all financial reports to be indicative of Council's current Financial Position as at the end of each month.

#### Comment

Nil

#### Statutory Environment

Local Government (Financial Management) Regulations 1996

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

(1A) In this regulation —

***committed assets*** means revenue unspent but set aside under the annual budget for a specific purpose.

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

- annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
- budget estimates to the end of the month to which the statement relates; and



- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
  - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
  - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
  - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
  - (a) according to nature and type classification; or
  - (b) by program; or
  - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
  - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
  - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

#### **Strategic Implications**

Nil

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Monthly snapshot of Councils financial position	Moderate (6)	Ongoing review of Councils operations
Service Interruption	Nil	Nil	Nil
Compliance	Local Government (Financial Management) Regulations 1996	Moderate (6)	Adherence to statutory requirements
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

### Officer Recommendation and Council Decision

110/2023

*Moved Cr Rose/Seconded Cr Cobden*

*That Council endorse the various Financial Reports as presented for the period ending 30 June 2023.*

**CARRIED (6/0)**

## 9.2 Reporting Officer– Executive Manager Corporate Services

### 9.2.2 Accounts for Payment – June 2023

<b>File Reference</b>	<b>8.2.1.2</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Author</b>	<b>Wes Furney-Finance Officer</b>
<b>Attachments</b>	<b>Accounts for Payment</b>

#### Purpose of Report

To consider the Accounts Paid under delegated authority.

#### Background

- Municipal Fund – Cheques 41217 to 41229 totalling \$8,453.03
- Municipal Fund - EFT 14065 to 14113 and EFT 14117 to 14209 totalling \$1,118,370.95
- Municipal Fund – Cheques 2176 to 2195 totalling \$335,492.95
- Municipal Fund - Direct Debit Numbers:
  - 17932.1 to 17932.14 totalling \$23,705.39
  - 17978.1 to 17978.14 totalling \$27,187.84
- Trust Fund – Cheques 402687 to 402691 totalling \$8,581.71
- Trust Fund – EFT 14064 and EFT 14114 to 14116 totalling \$2188.71

The above are presented for endorsement as per the submitted list.

#### Comment

Nil

#### Statutory Environment

##### Local Government Act 1995

#### 5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate\* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
  - (a) this Act other than those referred to in section 5.43; or
  - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

\* *Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

*Local Government (Financial Management) Regulations 1996*

**12. Payments from municipal fund or trust fund, restrictions on making**

- (1) A payment may only be made from the municipal fund or the trust fund —
  - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
  - (b) otherwise, if the payment is authorised in advance by a resolution of the council.
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

**13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.**

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
  - (a) the payee's name; and
  - (b) the amount of the payment; and
  - (c) the date of the payment; and
  - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
  - (a) for each account which requires council authorisation in that month —
    - (i) the payee's name; and
    - (ii) the amount of the payment; and
    - (iii) sufficient information to identify the transaction;
  - and
  - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under subregulation (1) or (2) is to be —
  - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - (b) recorded in the minutes of that meeting.

**Strategic Implications**

Nil

### Policy Implications

Council Policy 3.11 – Timely Payment of Suppliers

### Financial Implications

Drawdown of Bank funds

### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
<b>Health/People</b>	Transactions require two senior managers to approve.	Moderate (8)	Transactions require two senior managers to sign cheques or approve bank transfers.
<b>Financial Impact</b>	Reduction in available cash.	Moderate (5)	Nil
<b>Service Interruption</b>	Nil	Nil	Nil
<b>Compliance</b>	Local Government (Financial Management) Regulations 1996	Moderate (6)	Adherence to statutory requirements
<b>Reputational</b>	Non or late payment of outstanding invoices and/or commitments	Moderate (9)	Adherence to Timely Payment of Suppliers Policy
<b>Property</b>	Nil	Nil	Nil
<b>Environment</b>	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

### Officer Recommendation and Council Decision

**111/2023**

**Moved Cr Cobden/Seconded Cr Close**

- **Municipal Fund – Cheques 41217 to 41229 totalling \$8,453.03**
- **Municipal Fund - EFT 14065 to 14113 and EFT 14117 to 14209 totalling \$1,118,370.95**
- **Municipal Fund – Cheques 2176 to 2195 totalling \$335,492.95**
- **Municipal Fund - Direct Debit Numbers:**
  - **17932.1 to 17932.14 totalling \$23,705.39**
  - **17978.1 to 17978.14 totalling \$27,187.84**
- **Trust Fund – Cheques 402687 to 402691 totalling \$8,581.71**
- **Trust Fund – EFT 14064 and EFT 14114 to 14116 totalling \$2188.71**

**The above are presented for endorsement as per the submitted list.**

**CARRIED (6/0)**

## 9.2 Reporting Officer– Executive Manager Corporate Services

### 9.2.3 2023/2024 Budget Adoption

<b>File Reference</b>	<b>8.2.5.3</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Absolute Majority</b>
<b>Author</b>	<b>Cameron Watson-Executive Manager Corporate Services</b>
<b>Attachments</b>	<b>Attachment – 2023/2024 Statutory Budget</b>

#### Purpose of Report

To consider and adopt the Municipal Fund Budget for the 2023 / 2024 financial year together with supporting schedules, including imposition of rates and minimum payments, adoption of fees and charges, setting of elected members fees for the year and other consequential matters arising from the budget papers.

#### Background

The 2023 / 2024 operating budget has been compiled based on the principles contained in the Strategic Community Plan and Plan for the Future. The 2023 / 2024 budget has been prepared in accordance with the presentations made to councillors at the budget workshop held on the 10<sup>th</sup> of July 2023.

The rating structure proposed for the 2023 / 2024 financial year is based on a 2.5% increase in the Rate raised from those imposed in the previous year. The proposed differential rates for 2023 / 2024 are, as previously indicated, an across the board 2.5% increase in the rate raised from those of the prior year. This equates to 0% reduction for the Rate in the Dollar (RID) advertised for GRV and a 16.520% reduction for UV Rural and 9.000% reduction for UV Mining on those raised in the prior year.

The advertising period for the receipt of submissions closed on the 24<sup>th</sup> of May and resulted in one submission being received.

#### Comment

The budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and *Australian Accounting Standards*. The main features of the budget include:

- **The Schedule of Fees & Charges.**

There have been no changes to the Fees & Charges that Council considered in May.

- General Rates and Minimums**

The general value of rates raised will have a 2.5% increase, the general minimums will be raised by between \$50 & \$100:

Land Category	Rate in the Dollar		Rates Raised 2022/23	Rates Raised 2023/24	\$ Increase/ (Decrease)	% Increase/ (Decrease)
	2023/24	2022/23	\$	\$		
<u>General Rate</u>						
GRV - Residential / Industrial	11.6294	11.3458	383,309	384,368	1,059	0.28%
GRV- Commercial	8.1865	7.9868	78,367	79,799	1,432	1.83%
GRV- Minesites	16.3728	15.9734	84,590	86,705	2,115	2.50%
GRV - Single Persons Quarters	16.3728	15.9734	130,378	133,638	3,260	2.50%
UV - Rural	1.2500	1.4745	1,890,891	1,938,164	47,273	2.50%
UV - Mining Tenements	14.9184	15.9062	1,574,273	1,613,699	39,426	2.50%
<u>Minimum General Rate</u>						
GRV - Residential / Industrial	\$600	\$500	58,500	82,800	24,300	
GRV- Commercial	\$450	\$400	2,800	3,600	800	
GRV- Minesites	\$450	\$400	1,200	1,350	150	
GRV - Single Persons Quarters	\$450	\$400	800	900	100	
UV - Rural	\$450	\$400	16,400	20,250	3,850	
UV - Mining Tenements	\$450	\$400	95,600	124,200	28,600	

There was a general revaluation carried out to UV rated assessments effective 1<sup>st</sup> July 2023. This revaluation resulted in the following:

COMPARATIVE VALUATIONS								
Valuations as at 1st July of the given year.								
	2022/23			2023/2024			Change \$	Change %
	Rateable Valuation	Minimum Valuation	Total Valuation	Rateable Valuation	Minimum Valuation	Total Valuation		
Non-Rateable	-	-	293,719	-	-	312,352	18,633	6.34%
GRV - Mine Sites	529,565	2,408	531,973	529,565	2,408	531,973	0	0.00%
GRV - Single persons Quarters	816,219	1,075	817,294	816,219	1,075	817,294	0	0.00%
GRV - Residential / Industrial	3,305,096	234,946	3,540,042	3,305,096	243,353	3,548,449	8,407	0.24%
GRV - Commercial	981,205	20,061	1,001,266	974,765	21,561	996,326	(4,940)	(0.49%)
UV - Rural	127,919,117	576,145	128,495,262	155,053,117	446,045	155,499,162	27,003,900	21.02%
UV - Mining	9,785,622	400,664	10,186,286	10,816,836	382,996	11,199,832	1,013,546	9.95%

Sewerage Rate in the Dollar and household rubbish collection charges will remain unchanged from those imposed in 2022/2023.



- **Major Income and Expenditure**

Capital expenditure totalling \$9.430M is budgeted, being made up of:

Land & Buildings	\$2,546,999
Furniture & Equipment	\$146,225
Plant & Equipment	\$2,119,350
Infrastructure - Roads & Footpaths	\$3,909,866
- Parks & Ovals	\$650,000
- Sewerage	\$43,000
- Refuse Sites	\$15,000

Non-Operating grant income includes:

Roads to Recovery – 23/24 Grant	\$906,705
Roads to Recovery – 22/23 Grant	\$906,705
Regional Road Group	\$1,107,712
Main Roads WA Direct Grant	\$427,631
Federal Local Roads & Community Infrastructure Grant	\$160,311

Operating grant income includes:

Federal Equalisation Grant	\$77,939 (Est)
Federal Untied Roads Grant	\$54,378 (Est)

### Statutory Environment

Section 6.2 of the *Local Government Act 1995* requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of Part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. *The Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The 2023 / 2024 budget as presented is considered to meet statutory requirements.

### Strategic Implications

The draft 2023 / 2024 budget has been developed based on the existing Plan for the Future and strategic planning documents adopted by council.

### Policy Implications

The budget is based on the principles contained in the Plan for the Future and the Corporate Business Plan.

## Financial Implications

Forms the basis for Income and Expenditure for the period 1 July 2023 to 30 June 2024.

## Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
<b>Health/People</b>	Service delivery benefits the residents of the district.	Moderate (6)	Community Strategic Planning process.
<b>Financial Impact</b>	Funding deficit leads to cuts in service level provision.	Moderate (9)	Maintain adequate reserve funds for high-risk services such as sewers and waste disposal sites.
<b>Service Interruption</b>	Variable from minor inconvenience to significant health issue.	High (12)	For high-risk services such as sewerage and transport infrastructure, continue to maintain to a suitable standard.
<b>Compliance</b>	Local Government Act 1995 and applicable Regulations	Low (1)	Nil
<b>Reputational</b>	Service delivery not meeting community expectations.	Moderate (9)	Ensure services are adequately resourced.
<b>Property</b>	Various significant community buildings identified.	Moderate (6)	Ensure buildings are adequately maintained and resourced.
<b>Environment</b>	Nil	Nil	Nil.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

#### Officer Recommendation 1 and Council Decision

112/2023

Moved Cr Cobden/Seconded Cr Rose

**GENERAL & MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS**

- For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Resolution 7 below, council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995, impose the following differential general rates in the dollar and minimum payments on Gross Rental and Unimproved Values

#### General Rate

GRV - Residential / Industrial	11.6294
GRV- Commercial	8.1865
GRV- Minesites	16.3728
GRV - Single Persons Quarters	16.3728
UV - Rural	1.2500
UV - Mining Tenements	14.9184

#### Minimum Payments

GRV - Residential / Industrial	\$600
GRV- Commercial	\$450
GRV- Minesites	\$450
GRV - Single Persons Quarters	\$450
UV - Rural	\$450
UV - Mining Tenements	\$450

2. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, council nominates the following due dates for the payment in full or by instalments:

**Single Full Payment:-**

- Full payment due date 22<sup>nd</sup> September 2023

**Payment by Two Instalments:-**

- First instalment due date 22<sup>nd</sup> September 2023
- Second instalment due date 29<sup>th</sup> January 2024

**Payment by Four Instalments:-**

- First instalment due date 2<sup>nd</sup> September 2023
- Second instalment due date 27<sup>th</sup> November 2023
- Third instalment due date 29<sup>th</sup> January 2024
- Fourth instalment due date 1<sup>st</sup> April 2024

3. Pursuant to Section 6.46 of the Local Government Act 1995, council offers a discount of 5% to ratepayers who have paid their rates in full, including arrears, waste and service charges, within 35 days of the issue date of the rate notice.
4. Pursuant to section 6.45 of the Local Government Act 1995, regulation 67 of the Local Government (Financial Management) Regulations 1996, council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$10 for each instalment after the initial instalment is paid.
5. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, council adopts an interest rate of 3% where the owner has elected to pay rates and service charges through an instalment option.
6. Pursuant to section 6.51(1) & section 6.51(4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulations 1996, council adopts an interest rate of 11% for all overdue rates (and service charges) and costs of proceedings to recover such charges.

**CARRIED BY ABSOLUTE MAJORITY (5/1)**

\*Cr Nolan is recorded as being against the decision.

## Officer Recommendation 2 and Council Decision

**113/2023**

***Moved Cr Close/Seconded Cr Guerini  
SEWERAGE RATES & CHARGES***

***That Council impose the following Sewerage Rates and Charges under s41 of the Health Act 1911, on a per annum basis to cover the cost of the service in Southern Cross and Marvel Loch:***

- 1. Southern Cross Sewerage Scheme Charge (Residential/Industrial):  
7.3 cents in the dollar on GRV (Residential and Industrial) properties within the Southern Cross Town-site.***
  - Minimum Charge per vacant land - \$210.00***
  - Minimum Charge per residential property - \$276.00***
  - Non-Rated Class 1st Fixture - \$176.00***
  - Non-Rated Class Additional Fixtures - \$89.00***
  - Non-Rates Class 2 and 3 Fixture - \$937.00***
- 2. Southern Cross Sewerage Scheme Charge (Commercial):  
5.0 cents in the dollar on GRV (Commercial) properties within the Southern Cross Town-site.***
  - Minimum Charge per commercial property - \$583.00***
- 3. Marvel Loch Sewerage Scheme Charge (Commercial/SPQ):  
12.0 cents in the dollar on GRV (Commercial/SPQ) properties within the Marvel Loch Town-site.***
  - Minimum Charge per property - \$300.00***
  - Non-Rated Class 1st Fixture - \$138.00***
  - Non-Rated Class Additional Fixtures - \$62.00***
- 4. Marvel Loch Sewerage Scheme Charge (Residential):  
6.4 cents in the dollar on GRV (Residential) properties within the Marvel Loch Town-site.***
  - Minimum Charge per property - \$300.00***

**CARRIED BY ABSOLUTE MAJORITY (6/0)**

### Officer Recommendation 3 and Council Decision

**114/2023**

**Moved Cr Cobden/Seconded Cr Rose**

**SANITATION HOUSEHOLD REFUSE - RATES AND CHARGES**

*That Council impose the following Sanitation Rates and Charges on a per annum basis:*

- *Domestic Collection per bin, per service \$340.00*
- *Commercial Collection per bin, per service \$364.00*
- *Non-Rateable Collection per bin, per service \$561.00*

**CARRIED BY ABSOLUTE MAJORITY (6/0)**

### Officer Recommendation 4 and Council Decision

**115/2023**

**Moved Cr Cobden/Seconded Cr Close**

**ELECTED MEMBERS' FEES AND ALLOWANCES FOR 2023/ 2024**

**1. Pursuant to section 5.98 of the Local Government Act 1995 and regulations 34 of the Local Government (Administration) Regulations 1996, council adopts the following sitting fees for individual meeting attendance:**

- *Shire President \$600 per Council meeting attended*
- *Councillors \$400 per Council meeting attended*
- *Shire President and Councillors \$200 per Committee Meeting attended*

**2. Pursuant to section 5.99A of the Local Government Act 1995 and regulations 34A and 34AA of the Local Government (Administration) Regulations 1996, council adopts the following annual allowances for elected members:**

- **Travel Allowance**

Engine Displacement (in cubic centimetres)			
Area & Details	Over 2600cc	Over 1600cc to 2600cc	1600cc and under
	Cents per Kilometre		
Rest of State	99.01	70.87	58.37

- **ICT Allowance**  
*Annual allowance for hardware upgrades and data usage - \$1,180 per Councillor per annum*

3. Pursuant to section 5.98(5) of the Local Government Act 1995 and regulations 33 of the Local Government (Administration) Regulations 1996, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

- Shire President \$12,000

4. Pursuant to section 5.98A of the Local Government Act 1995 and regulations 33A of the Local Government (Administration) Regulations 1996, council adopts the following annual local government allowance to be paid in addition of the annual meeting allowance:

- Deputy Shire President \$3,000

CARRIED BY ABSOLUTE MAJORITY (6/0)

#### Officer Recommendation 5 and Council Decision

116/2023

Moved Cr Guerini/Seconded Cr Rose

**MATERIAL VARIANCE REPORTING FOR 2023 / 2024**

*In accordance with regulation 34 (5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2023 / 2024 for reporting material variances shall be +/- 10% or \$30,000, whichever is the greater.*

CARRIED BY ABSOLUTE MAJORITY (6/0)

#### Officer Recommendation 6 and Council Decision

117/2023

Moved Cr Close/Seconded Cr Rose

**OTHER STATUTORY COMPLIANCE**

*That Council confirms it is satisfied the services and facilities it provides: -*

1. *Integrate and co-ordinate, so far as practicable, with any provided by the Commonwealth, the State or any other public body;*
2. *Do not duplicate, to an extent that the Local Government considers inappropriate, services or facilities provided by the Commonwealth, the State or any other body or person, whether public or private and; and*
3. *Are managed efficiently and effectively.*

*In accordance with Section 3.18 (3) of the Local Government Act 1995.*

CARRIED BY ABSOLUTE MAJORITY (6/0)

**Officer Recommendation 7 and Council Decision**

**118/2023**

**Moved Cr Cobden/Seconded Cr Guerini**

**MUNICIPAL FUND BUDGET FOR 2023 / 2024**

***Pursuant to the provisions of section 6.2 of the Local Government Act 1995, Part 3 of the Local Government (Financial Management) Regulations 1996, the council adopt the Municipal Fund Budget for the Shire of Yilgarn for the 2023 / 2024 financial year which includes the following:***

- Statement of Comprehensive Income by Nature and Type***
- Statement of Cash Flows***
- Rate Setting Statement***
- Notes to and forming part of the Budget***
- Budget Program Schedules***
- Transfers to / from Reserve Accounts***

**CARRIED BY ABSOLUTE MAJORITY (6/0)**



### 9.3 Reporting Officer– Executive Manager Infrastructure

#### 9.3.1 RAV Route Determination N7.3 Frog Rock Marvel Loch, Bodallin South, Dulyalbin, Bennett and Gill Roads

<b>File Reference</b>	<b>10.1.3.2</b>
<b>Disclosure of Interest</b>	<b>Cr Wayne Della Bosca declared an impartiality interest pursuant to Regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021 due to being a partner in the family business which may have possible use of the road via a haulage contractor during harvest time.</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Author</b>	<b>Glen Brigg- Executive Manager Infrastructure</b>
<b>Attachments</b>	<b>Nil</b>

### Purpose of Report

For Council to consider a request to amend the Restricted Access Vehicle (RAV) Network.

### Background

An application was submitted to Heavy Vehicle Services Main Roads Western Australia (MRDWA) requesting to inspect a list of roads for a route determination of Network 7.3.

Table of Roads for Route Determination supplied by Main Roads Western Australia, Heavy Vehicle Services is detailed below.

Dimension Requirements					
Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
6110049	Bennett Rd	Sothorn Cross Rd (26.92)	Moorine South Rd (43.92)	Tandem Drive Network 4	Tandem Drive Network 7
6110005	Bodallin South Rd	Bodallin South Rd (0.00)	Dulyalbin Rd & Sykes Rd (28.99)	Tandem Drive Network 7	No change
6110083	Dulyalbin Rd	Bodallin South Rd & Sykes Rd (15.73)	Southern Cross Rd (48.52)	Tandem Drive Network 6 & 7	Tandem Drive Network 7
6110059	Frog Rock – Marvel Loch Rd	Moorine Rd (0.00)	Southern Cross South Rd (12.53)	Tandem Drive Network 4	Tandem Drive Network 7
6110040	Gill Rd	Bennett Rd (0.00)	Moorine South Rd (6.76)	Tandem Drive Network 4	Tandem Drive Network 7
Mass Requirements					
Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Mass Level	Requested Mass Level
6110049	Bennett Rd	Sothorn Cross Rd (26.92)	Moorine South Rd (43.92)	AMMS Level 1	AMMS Level 3
6110005	Bodallin South Rd	Bodallin South Rd (0.00)	Dulyalbin Rd & Sykes Rd (28.99)	AMMS Level 1	AMMS Level 3
6110083	Dulyalbin Rd	Bodallin South Rd & Sykes Rd (15.73)	Southern Cross Rd (48.52)	AMMS Level 1	AMMS Level 3
6110059	Frog Rock – Marvel Loch Rd	Moorine Rd (0.00)	Southern Cross South Rd (12.53)	AMMS Level 1	AMMS Level 3
6110040	Gill Rd	Bennett Rd (0.00)	Moorine South Rd (6.76)	AMMS Level 1	AMMS Level 3

### Comment

The Commissioner is empowered under the Road Traffic (Vehicles) Act 2012 to approve RAV access on the public road network. The Commissioner has delegated these powers to the Heavy Vehicle Services (HVS). HVS is responsible for reviewing all route assessments to decide if RAV access will be approved and what conditions, if any, will be applied. HVS will issue the approvals via either a RAV Notice or a RAV Permit.

A Restricted Access Vehicle (RAV) is a vehicle that exceeds a statutory mass or dimension limit as prescribed in the Road Traffic (Vehicles) Regulations 2014. RAVs can only operate on roads approved by Main Roads, under either an Order (Notice) or a permit. A Notice is an instrument of approval that is published in the Government Gazette and grants access for certain types of RAVs on defined networks of roads. All RAVs require a permit unless they are authorised under a Notice.

The Main Roads Regional Offices conduct route assessments on behalf of HVS and provide recommendations to HVS on the level of access that should be approved and if conditions should be applied. It is not practical for HVS to continually review RAV access on every road within the State. As such, there is a need for road managers to monitor the roads under their management and report any safety concerns to HVS.

If any safety concerns are identified on a road, HVS will conduct a reassessment of the road to establish if it is necessary to downgrade the level of RAV access or if appropriate access conditions can be applied to mitigate any identified risks. If the road is assessed as being unsuitable for the current level of RAV access, consideration will need to be given to the impact of removing the RAV access

The road manager may apply to have RAV access with concessional mass limits downgraded on the basis the road is unable to safely sustain the current or proposed level of RAV access. Depending on the road classification and current usage, the road manager may be required to confirm that there is no practical or reasonable likelihood that additional maintenance to deal with this damage can be provided by the road manager and they have exhausted alternative maintenance funding sources.

Where a road has been assessed as not meeting the relevant requirements (such as structural and vehicular suitability) for the requested level of RAV access and appropriate access conditions cannot be applied to mitigate the concerns, the application will be declined.

Often, the road manager will not have sufficient budget to fund the necessary road improvements, or the road improvements are not in the interest of the road manager, e.g. the road improvements are of minimal benefit to the local community. In circumstances such as these, the road manager may decide to approach the applicant to negotiate upfront financial contributions, or “in kind” works, for the required road improvements.

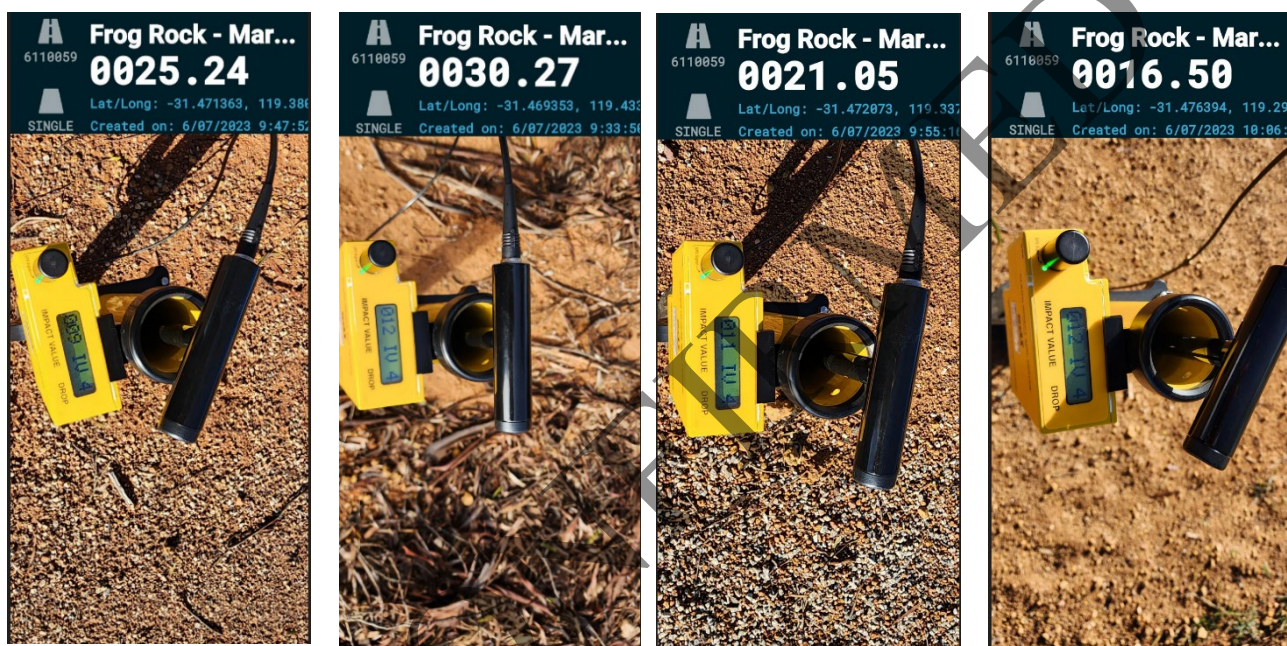
Due to the adverse impact concessional mass limits can have on certain roads, compared to equivalent transportation under statutory mass limits, HVS will liaise with the relevant road manager to obtain support prior to approving a road for RAV access with concessional mass limits.

It is acknowledged that road managers are not always aware of the construction of the road and its current state. Where possible, road managers should make use of available pavement data (pavement strength and condition data, visual defect inspection, pavement depth, maintenance history, future work programs and traffic) to assess the capacity of the road for the nominated concessional mass RAV vehicles, in the interests of the ongoing safe and orderly operation of the road.

If the current state of the road is uncertain, it may be appropriate for the road manager to request road pavement testing be undertaken, at the cost of the applicant, to determine if the pavement strength is suitable for concessional mass limits. This is a reasonable alternative to declining the application and will be of future benefit to the road manager.

The **California Bearing Ratio (CBR)** is a measure of the strength of the subgrade of a road or other paved area, and of the materials used in its construction.

Staff carried out the pavement assessment using a Clegg Hammer, testing the strength of the subgrade and dug test holes to determine the depth of the gravel pavement, beneath the seal.

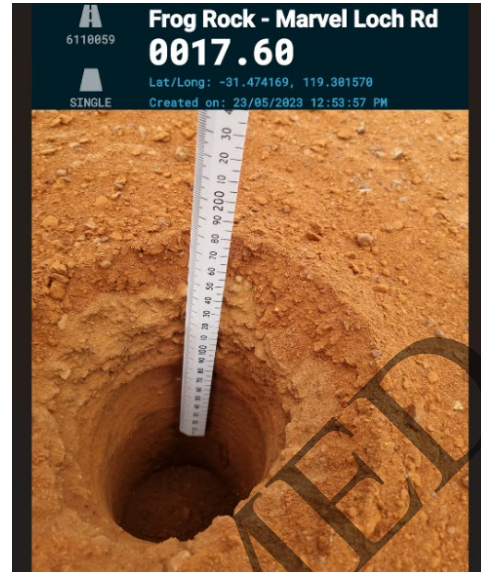
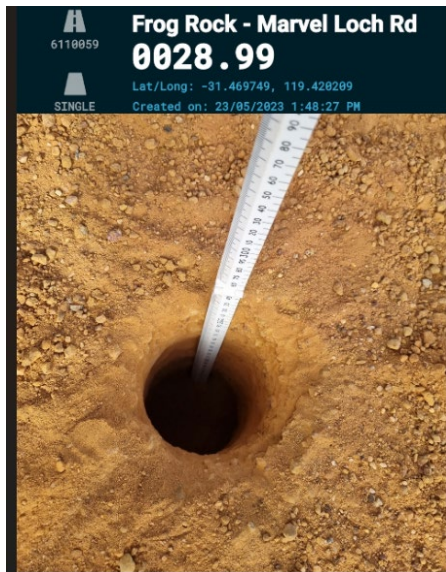


Subgrade CBR testing on the sealed section of Frog Rock Marvel Loch Road, all tests ranged from a CBR of 9 and 12.

- SLK 16.5: CBR of 12
- SLK 21.05: CBR of 11
- SLK 25.24: CBR of 9
- SLK 30.27: CBR of 12

Gravel pavement test holes were every kilometre, with 2 examples shown in this report. Gravel pavement thicknesses ranged from 130mm to 210mm





Frog

Rock Marvel Loch Road SLK 17.60: Depth of gravel pavement 130mm  
Frog Rock Marvel Loch Road SLK 28.99: Depth of gravel pavement 210mm

Average ADT (outside harvest season) is 38 equivalent axles per day = 554,800 ESAs over the 40 - year life of the sealed road. 2% compounding increased per year (standard practice) hasn't been included in this calculation.

A1.2

Average Daily Traffic (ADT) **MANDATORY REQUIREMENT**

Count No	Location (SLK)	Start Date	End Date	Duration (Days)	All Vehicles TOTAL	DAILY AVERAGE
1	SLK 18	11/04/2022	7/05/2022	27	1,333	49.4
2						
3						
4						
5						
				27		
Total Number of Vehicles all traffic counts as listed above						1333
Average Daily Traffic (ADT):						49

A1.3

Daily Equivalent Vehicles/Axles **MANDATORY REQUIREMENT**

Count No (As above)	No. of Vehicles for AUSTROADS Vehicle Classes (from Classifier Reports)											
	1	2	3	4	5	6	7	8	9	10	11	12
1	668	36	431	2	12	11	65	2	54	14	64	0
2												
3												
4												
5												
Total Traffic	668	36	431	2	12	11	65	2	54	14	64	0
Multiplier	0	0	0.61	1.63	2.82	1.3	1.36	2.28	2.57	4.97	6.41	8.12
ESA's	0	0	263	3	34	14	88	5	139	70	410	0

Count No (As above)	Average Daily Vehicles	Daily Equiv Standard Axles
1	50.33	38.00
2		
3		
4		
5		

Average Daily Equivalent Standard Axle (ESA):

38.00

The Accredited Mass Management Scheme (AMMS) is a concessional loading scheme that replaces similar schemes that were previously available, including the Certified Weighbridge Mass Management Scheme and the Concessional Loading Bulk Products Scheme. Other existing concessional loading schemes include the Concessional Livestock Scheme and the Import / Export Containerised Cargo Concessional Scheme.

AMMS was developed in consultation with the Ministerial Heavy Vehicle Advisory Panel to provide the transport industry with a more flexible concessional loading scheme that allows more transport operators access to concessional mass limits, provided they have suitable loading controls in place.



	Tandem Axle Groups	Tri Axle Groups
Level 1	17.0 t	21.5 t
Level 2	17.0 t	22.5 t
Level 3	17.5 t	23.5 t

Working with the Austroads Design Traffic guide, The Frog Rock Marvel Loch Road wasn't constructed to suit the Equivalent Standard Axles using it today. Heavy Vehicle Services are seeking a route determination which includes level 3 of the Accredited Mass Management Scheme. Weightings for concessional axle loading haven't been included into these calculations.

Design Traffic in ESA (DESA):\*

554800

Subgrade CBR:\*

9

Thickness of Granular Material (mm):

258.26

Design Traffic in ESA (DESA):\*

554800

Subgrade CBR:\*

12

Thickness of Granular Material (mm):

215.65

Without falling weight deflection testing it is hard to predict the end of life for the gravel pavement beneath the sealed section of the Frog Rock Marvel Loch Road.

Data from the Shire's Road Asset system indicates, the sealed section from SLK 17.54 to 30.90 Frog Rock Marvel Loch Road is 8 years (20%) into its lifecycle.

road_id	tl_start_m	tl_end_m	pavement_type	surface_date	layer_date	pave_int eg_inde x	surf_cond_index	component	standard_rc	ID	def_construct_date
FROG ROCK - MARVEL LOCH ROAD	0	40	Thin Surfaced Flexible	1/01/2004	1/01/2004	1	1	Surface Structure	Surface Structure - Access	1220	1/01/2004
FROG ROCK - MARVEL LOCH ROAD	17540	17990	Thin Surfaced Flexible	20/10/2014	1/01/2008	1	1	Surface Structure	Surface Structure - Access	1238	20/10/2014
FROG ROCK - MARVEL LOCH ROAD	17990	18070	Thin Surfaced Flexible	20/10/2014	1/01/2008	3	1	Surface Structure	Surface Structure - LD	1241	20/10/2015
FROG ROCK - MARVEL LOCH ROAD	18070	22460	Thin Surfaced Flexible	20/10/2014	1/01/2006	3	1	Surface Structure	Surface Structure - LD	1244	1/11/2015
FROG ROCK - MARVEL LOCH ROAD	22460	22800	Thin Surfaced Flexible	1/11/2015	1/01/2006	3	1	Surface Structure	Surface Structure - LD	1247	1/11/2015
FROG ROCK - MARVEL LOCH ROAD	22800	22860	Thin Surfaced Flexible	1/11/2015	1/01/2006	1	1	Surface Structure	Surface Structure - LD	1250	1/11/2015
FROG ROCK - MARVEL LOCH ROAD	22860	27650	Thin Surfaced Flexible	1/11/2015	1/01/2006	3	1	Surface Structure	Surface Structure - LD	1253	1/11/2015
FROG ROCK - MARVEL LOCH ROAD	27650	30920	Thin Surfaced Flexible	1/11/2015	1/01/2008	1	1	Surface Structure	Surface Structure - LD	1256	1/11/2015

### **Bennett, Bodallin South, Dulyalbin and Gill Roads**

The requirements for unsealed road material is generally as follows:

- sufficient strength to withstand the applied traffic and environmental stresses
- sufficient hardness to withstand applied loads without inducing particle breakdown
- ability to be placed and compacted to meet specification requirements
- durable and not degrade or disintegrate significantly over the life of the pavement
- quality that is fit-for-purpose.

**4 day soaked CBR values for pavement materials for unsealed roads**

Pavement layer	Minimum typical CBR (soaked)
Wearing course (gravel materials)	40
Base	50
Subbase	30
Source: Austroads AGPT06 Table 3.1.	

The subgrades and pavements were tested using a Clegg Hammer, (only 2 results shown in this report) CBR subgrade testing ranged from a CBR of 6 to 9. Road surface CBR testing ranged from CBR of 19 to 27 which is well below, what is recommended

Bennett Road SLK 43.68 Subgrade CBR 8 (subgrade)

Bennett Road SLK 43.70 Pavement CBR 21 (wearing & base course)




All testing on Bodallin South, Dulyalbin and Gill showed very similar results.

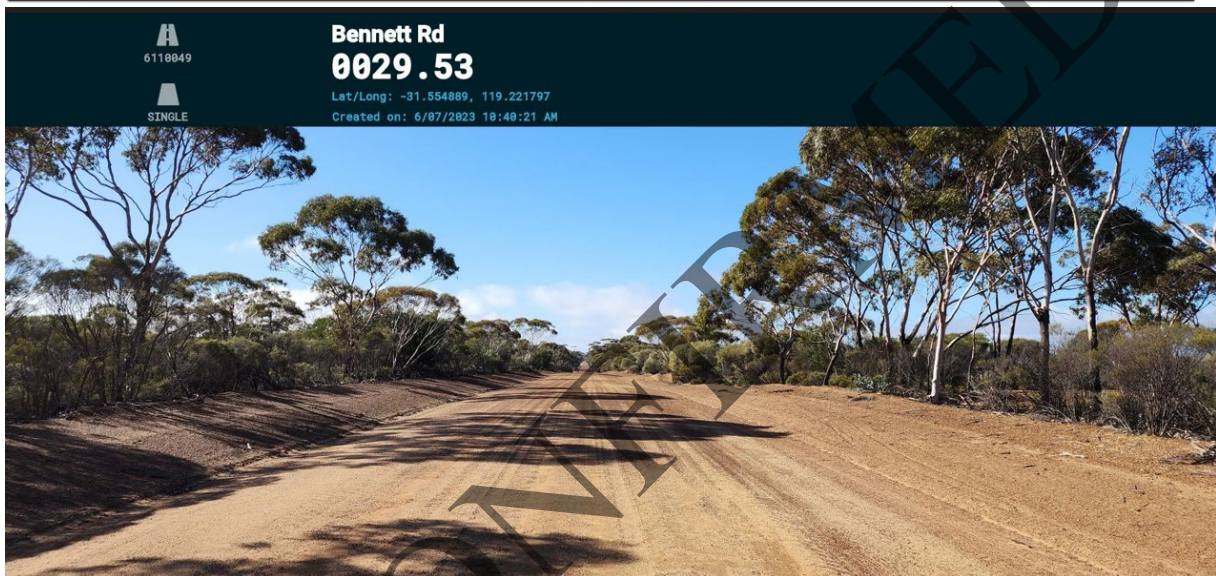
*Where possible, road managers should make use of available pavement data (pavement strength and condition data, visual defect inspection, pavement depth, maintenance history, future work programs and traffic) to assess the capacity of the road for the nominated concessional mass RAV vehicles, in the interests of the ongoing safe and orderly operation of the road.*

Staff have inspected Frog Rock Marvel Loch Road, Bennett Road, Dulyalbin Road and Gill Road to determine if these roads meet the guidelines for a route determination for Network 7.1 (27.5m to 36.5m). These roads are within the guidelines set out by HVS.



The pavement assessments, do not support Heavy Vehicle Services, to apply level 3 of Accredited Mass Management on Frog Rock Marvel Loch Road, Bennett Road, Dulyalbin Road, Bodallin South Road and Gill Road.

Category 7 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
7A	 AB-Triple (Prime Mover, Semi Trailer & B-double)	>27.5 m ≤36.5 m	Level 1	115 t	7 t	N7.1
			Level 2	119 t	11 t	N7.2
			Level 3	123.5 t	15 t	N7.3



## Statutory Environment

The Road Traffic Act 1974 and the Road Traffic (Vehicle) Regulations 2014 govern the use of heavy vehicles on roads within Western Australia and define items such as compliance notices, exemptions, permits and notices for heavy restricted access vehicles. These regulations also contain provisions for mass and loading, load restraints, vehicle modifications and vehicle maintenance.

The Land Administration Act 1997 Section 55 and Local Government Act 1995 Section 3.53(2) gives the Shire of Yilgarn management responsibility for roads within its boundaries.

## Strategic Implications

Strategic Community Plan

## Policy Implications

There is no current policy for Restricted Access Vehicle (RAV) Accredited Mass Management Scheme (AMMS).

## Financial Implications

There are no immediate financial implications, however a change in RAV Network Rating for all or part of the road has the potential to reduce the life of the road and increase the maintenance requirements of the road.

## Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Roads will be subject to increased deterioration if not fit for purpose	High (12)	Applicant accepts responsibility to carry out any road upgrades or vegetation pruning necessary to qualify the road for the RAV network level requested.
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

#### Officer Recommendation and Council Decision

119/2023

*Moved Cr Close/Seconded Cr Rose*

- 1. That, by Simple Majority pursuant to the Road Traffic Act 1974 and Section 3.53 (2) of the Local Government Act 1995, that Council supports Heavy Vehicle Services to carry out a Route Determination Network 7.1 (Level 1 of the Accredited Mass Management Scheme) on Frog Rock Marvel Loch Road, Bennett Road, Dulyalbin and Gill Roads.*
- 2. Council does not support Heavy Vehicles Services to include level 3 of the Accredited Mass Management Scheme on Frog Rock Marvel Loch Road, Bennett Road, Dulyalbin Road, Bodallin South Road and Gill Road.*
- 3. Depending on the need for access, Council may support RAV Network N7.3 which includes level 3 of the Accredited Mass Management Scheme if the applicant accepts responsibility to carry out any road upgrades or vegetation pruning necessary to qualify the road for the RAV network level requested.*

**CARRIED (6/0)**



## 10 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 11 MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

## 12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

**120/2023**

***Moved Cr Cobden/Seconded Cr Rose***

***That the new business of an urgent nature be accepted by council for consideration.***

**CARRIED (6/0)**

The following motion relates to a discussion held during the Councillor Discussion Session held on the 20 July 2023, in relation to a Route Determination referral from Main Roads WA Heavy Vehicle Services.

**121/2023**

***Moved Cr Close/Seconded Cr Guerini***

***That Council, in relation to the route determination referral from Main Roads WA Heavy Vehicle Services, seeking Council response to an application for PBSTD3B.3 access along, Moorine South Road, Parker Range Road and Stubbs Road for MLG Oz Pty Ltd on behalf of Ramelius Resources Ltd;***

- ***Support Main Roads Heavy Vehicle Services undertaking a route assessment for the above mentioned roads and configuration, with Shire staff to provide the relevant technical information relating to traffic data, road condition information and relevant planning and development issues, if any; and***
- ***Seek Main Roads Heavy Vehicles Services to undertake a risk assessment of the route, in particular, the intersection of Moorine South Road and Parker Range Road, and the sweeping bend near Gill Road.***
- ***Seek Main Roads to apply conditions CA07, CA13 and request line marking if applicable;***
- ***Advise Main Roads Heavy Vehicle Services, that any upgrades required to ensure the road meets the requirements for PBSTD3B.3 will be at the cost of the applicant.***
- ***Support Shire staff applying a Heavy Vehicle Cost Recovery contribution requirement to the haulage campaign.***
- ***Require Ramelius Resources to seal the mine haul road 50 metres back from Moorine South road.***

***And***

***That Council, accepts the offer from Ramelius Resources Ltd to:***

- ***Commission a suitably qualified Road Engineer to provide a design and cost***

*estimate (to the satisfaction of the Shire) to upgrade the inside corner of the Moorine South Road and Parker Range Road intersection;*

- *Upon Shire approval of the upgrade design and cost estimate, Ramelius will make a payment to the Shire for the sum of the agreed cost estimate;*
- *Reciprocally, the Shire will support the current application for the amendment to the road rating with MRWA, allowing Ramelius to operate PBSTD3B.3 trucks on the haul route between Symes Gold Mine and Edna May Gold Mine, immediately upon MRWA making amendments to the RAV rating.*

**CARRIED (6/0)**

UNCONFIRMED

## 13 MEETING CLOSED TO THE PUBLIC-CONFIDENTIAL ITEMS

122/2023

*Mover Cr Guerini/Seconded Cr Cobden*

*That the Council meeting be close to the public under section 5.23(2) (c) and (d) of the Local Government Act 1995*

**CARRIED (6/0)**

Kaye Crafter and Jackie Drzymulski left the meeting at 6.09pm

### 13.1 Officer Report – Chief Executive Officer

#### 13.1.1 Roads Committee Recommendations – Covalent Lithium Road Use Agreement

<b>File Reference</b>	<b>3.2.2.31</b>
<b>Disclosure of Interest</b>	<b>None</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Author</b>	<b>Nic Warren – Chief Executive Officer</b>
<b>Attachments</b>	<b>- Current Draft Road Use Agreement-CONFIDENTIAL</b> <b>- Civic Legal Advice-CONFIDENTIAL</b> <b>- Roads Committee Recommendations-CONFIDENTIAL</b>

#### Purpose of Report

For Council to consider recommendations from the Roads Committee from the meeting held on the 3 July 2023 in relation to the Covalent Road Use Agreement.

Laura Della Bosca left the meeting at 6.25pm

Laura Della Bosca re-joined the meeting at 6.27pm

Cameron Watson left the meeting at 6.38pm

Cameron Watson re-joined the meeting at 6.42pm

#### Officer Recommendation and Council Decision

123/2023

*Moved Cr Close/Seconded Cr Nolan*

*That Council receive the current Road User Agreement (Term Sheet) Draft, as provided.*

*And*

*That Council receive the advice provide by Civic Legal in relation to the Road User Agreement, as provided;*

*And*

*That Council receive and consider the recommendations provided by the Roads Committee as per the attachment, provided separately.*

**CARRIED (6/0)**

**124/2023**

**Mover Cr Nolan/Seconded Cr Cobden**

*That the Council meeting be re-opened to the public under section 5.23(2) (c) and (d) of the Local Government Act 1995*

**CARRIED (6/0)**

## **14 CLOSURE**

As there was no further business to discuss, the Shire President declared the meeting closed at 7:01pm

I, Wayne Della Bosca, confirm the above Minutes of the Meeting held on Thursday, 20 July 2023, are confirmed on Thursday, 17 August 2023 as a true and correct record of the July 2023 Ordinary Meeting of Council.

**Cr Wayne Della Bosca**  
**SHIRE PRESIDENT**

# Intractable Waste Disposal Facility (IWDF), Mount Walton East Community Liaison Committee (CLC) Meeting Minutes

## Draft v0.1

<b>Chairperson:</b>	Eleanor Hopkins	<b>Date &amp; Time:</b>	29 June 2023 10.13 am – 1.17 pm
<b>Meeting:</b>	IWDF, Mount Walton East Community Liaison Committee Meeting	<b>Venue:</b>	Coolgardie Community Recreation Centre, Sylvester St, Coolgardie
		<b>Meeting No.</b>	2022/23 Meeting 3

Attendees:		
Eleanor Hopkins	(EH)	IWDF Project Director, Department of Finance (Chairperson)
Sze-Wan Ng	(SN)	IWDF Contract Manager, Department of Finance
Leanne Morton	(LM)	IWDF FMC Acting Project Manager
Jan McLeod	(JMcl)	Coolgardie Community Representative
David Williams	(DW)	Community Representative – Western Australian community outside the Shires of Coolgardie, Menzies and Yilgarn
Mal Cullen	(MC)	President, Shire of Coolgardie
Tracey Rathbone	(TR)	Deputy President, Shire of Coolgardie

Apologies		
Mark Shepherd	(MJS)	IWDF FMC Project Director / Operations Manager
Rhonda Evans	(RE)	Coolgardie Community Representative
Suzie Williams	(SW)	Councillor, City of Kalgoorlie Boulder
James Trail	(JT)	CEO, Shire of Coolgardie
Phil Nolan	(PN)	Councillor, Shire of Yilgarn
Nic Warren	(NW)	CEO, Shire of Yilgarn
Greg Dwyer	(GD)	Shire President, Shire of Menzies
Rob Stewart	(PD)	Acting CEO, Shire of Menzies
Bryan Close	(BC)	Deputy President, Shire of Yilgarn
Mick Kinnaird	(MK)	Acting Executive Manager Regulatory Services, Shire of Yilgarn
Abnesh Chetty	(AC)	Environmental Officer – Licensing, Department of Water and Environmental Regulation

Observers
None



Meeting Agenda		
Item		Action / When
1.0	<p><b>Open the Meeting and Welcome</b></p> <p>EH declared the meeting open at 10.13 am.</p> <p>EH acknowledged the Traditional Owners of the land on which the meeting was held and paid her respects to Elders past, present and emerging.</p> <p>EH introduced herself and welcomed all committee members.</p>	
2.0	<p><b>Apologies</b></p> <p>Apologies were noted and are documented at the beginning of these minutes.</p>	
3.0	<p><b>Introductions</b></p> <p>Each member present introduced themselves, providing their name and the type of membership they are representing on the CLC (documented at the beginning of these minutes).</p>	
4.0	<p><b>Previous Minutes</b></p> <p>EH stated the draft minutes for the previous meeting, held on 16 February 2023, were distributed on 24 February 2023, within the two-week timeframe in accordance with the CLC Terms of Reference and Operational Guidelines (CLC ToR). A hard copy was mailed to JMCL on 30 March 2023.</p> <p>No amendments to the February 2023 minutes were requested prior to or during the meeting.</p> <p>EH moved to accept the February 2023 minutes. JMCL seconded.</p> <p><u>Solar lights</u></p> <p>JMCL referred to the discussion at item 9.5 of the February 2023 minutes and reiterated concerns that the CLC was not consulted on the installation of solar lighting at the entrance to the IWDF.</p> <p>EH advised Finance has a broad range of Work Health and Safety (WHS) considerations under the new WHS legislation and stated that the purpose of the CLC is for the community to be informed of activities at the IWDF. The installation of lights at the entrance to the IWDF is an asset management matter and consultation on such matters is outside the scope of the CLC.</p> <p><u>PCR hardcopies</u></p> <p>JMCL referred to the discussion at item 5.2 of the February 2023 minutes and expressed concerns regarding the potential future costs associated with receiving hard copies of the Performance and Compliance Report (PCR). EH advised this would be unlikely to occur for individuals where there are barriers to access, however, organisations such as local Shires may be charged as the PCRs are publicly available on the internet.</p>	

5.0	<p><b>Business Arising from Previous Minutes</b></p> <p><b>5.1 Draft CLC Terms of Reference</b></p> <p>The draft CLC ToR - Revision 20 were emailed to members on 24 February 2023 with a hard copy mailed to JMCL on 30 March 2023. The draft CLC ToR were again provided with the meeting papers for this CLC meeting. The proposed revisions will be discussed at item 8.1.</p> <p><b>5.2 December 2022 Management Review Meeting (MRM) Minutes</b></p> <p>The December 2022 MRM minutes were emailed to members on 24 February 2023 with a hard copy mailed to Jan McLeod on 30 March 2023. The MRM will be discussed at Item 6.3.1.</p> <p><b>5.3 Forward Gamma Radiation Survey report to Rhonda Evans.</b></p> <p>The gamma radiation survey report was emailed to Rhonda Evans on 23 February 2023.</p> <p><b>5.4 Update to the IWDF Handbook</b></p> <p>Members were advised via an email on 22 June 2023, that Revision 19 of the IWDF Handbook was updated and published on the WA.gov.au website on 14 June 2023. The following items were updated:</p> <ul style="list-style-type: none"> <li>- Figures 3 and 6 with recent aerial photography; and</li> <li>- Department of Finance branding and colour scheme.</li> </ul> <p>JMCL was advised via letter sent on 22 June 2023.</p> <p><b>5.5 CLC Meeting dates for next 12 months</b></p> <p>EH emailed members placeholders for the October 2023 and February 2024 CLC meetings:</p> <ul style="list-style-type: none"> <li>- 19 October 2023</li> <li>- 22 February 2024</li> </ul>	
6.0	<p><b>Management of the IWDF</b></p> <p><b>6.1 May 2023 Site Monitoring Visit</b></p> <p>6.1.1 Groundwater Monitoring</p> <p>Groundwater monitoring was undertaken in May 2023 and no groundwater was detected in any of the monitoring bores. Next groundwater monitoring is scheduled for October 2023.</p> <p>6.1.2 Rehabilitation Monitoring</p> <p>Rehabilitation monitoring was last completed in October 2022 however a check of the rehabilitation during the May monitoring visit showed that the rehabilitated areas around the 2020NRT01 disposal cell are now starting to spread.</p> <p>The next round of rehabilitation monitoring is scheduled for October 2023.</p> <p>TR asked about significant rain events at the IWDF in the past and their impacts. LM advised there was significant rain in 2002, flooding the roads and access tracks. Another event occurred during the 2008 disposal, requiring water to be pumped out of the excavated, empty disposal cell. Different types of vegetation were observed following the rains, however, they generally do not last long due to</p>	

<p>their reliance on rain. Drains at the site have functioned as designed during rain events and any improvements identified were actioned.</p> <p>JMcL asked if a road report was completed as part of the visit. LM advised it was and no issues were found. JMcL asked for the commitment to report on changes to road use agreements to continue. EH stated that this was in relation to the Tellus road use agreement only and agreed to continue this if the information was not commercial in confidence. JMcL stated she believed the commitment applied to all road use agreements.</p> <p>Post meeting note: A review of the 24 June 2024 minutes confirms the commitment is with regard to the Tellus Holdings Road Use Agreement only.</p> <p><b>6.2 Performance and Compliance Report</b></p> <p>The 2021/22 Performance and Compliance Report was published on WA.gov.au on 26 June 2023. TR congratulated the team on the completion of the PCR.</p> <p>LM advised drafting of the 2022/23 PCR has commenced and must be finalised by the last week of September 2023 in accordance with the DWER licence requirements.</p> <p>JMcL commented that, in comparing the 2020-21 and 2021-22 PCRs, she noticed the general information at the beginning of the IWDF procedures had been omitted from the audit tables in the 2021-22 PCR. She noted that these parts were not auditable, however, suggested that consideration be given to including them for readers unfamiliar with the IWDF system or, if a decision was made to omit them in future PCRs, that a note be included in the PCRs to advise this.</p> <p>LM explained there was an effort to streamline the 2021-22 PCR, however, she will review the audit tables and consider JMcL's comment. LM will also enquire with DWER to understand whether additional commentary around the procedures would be beneficial for their understanding and review of the PCR.</p> <p>TR asked who determines the required contents of the PCR. LM advised the PCR reports on compliance against all requirements imposed by the IWDF's regulators. The PCR also provides detailed information regarding the IWDF for future generations. JMcL commended the quality of PCRs prepared over the years.</p> <p>JMcL referred to section 5.2 of the audit table for EP-07 Waste Management and asked whether it was necessary for the septic tanks to be inspected every five years, noting that there would be a cost to do so, and the original requirement was likely written at a time where more frequent use of the IWDF site facilities was expected. EH advised government has a responsibility to ensure that its assets are well-maintained and functional. LM acknowledged the five-year timeframe had been written based on an expectation of more frequent use and the requirement could be evaluated by the IWDF Management Team.</p> <p><b>6.3 Management Review Meetings</b></p> <p><b>6.3.1 December 2022 MRM minutes</b></p> <p>As reported at item 5.2, the minutes of the 17<sup>th</sup> MRM held on 15 December 2022 meeting were emailed to the CLC on 24 February 2023.</p> <p>There were no questions from the CLC regarding the MRM.</p>	<p>LM to consider JMcL's comment regarding general information about each procedure in the PCR.</p> <p>IWDF Management Team to evaluate five yearly inspection requirement for septic tanks.</p>
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### 6.3.2 June 2023 MRM

LM reported that the 18<sup>th</sup> MRM was held on 13 June 2023. Minutes were emailed to the CLC on 22 June 2023 with a hard copy mailed to JMCL on the same date. A hardcopy was also provided to JMCL prior to the start of this meeting.

Given the number of activities occurring in June, MC suggested consideration be given to changing the June CLC meeting to a later month to accommodate all activities and provide the CLC with sufficient time to review meeting documents. This was further discussed at item 8.3.

JMCL asked whether the changes to the Finance R&D Schedule, referred to at item 4.8 of the MRM minutes had been actioned. LM advised the R&D schedule applies to the whole of Finance, not just the IWDF. EH stated the R&D schedule is not due for review until 2025, however, the FMC's suggestions have been provided to the Finance Records Management team and will be considered closer to the review date.

JMCL asked whether Condition 2 of the DWER Licence for Prescribed Premises had been updated to replace the requirement for a three-month notice period. LM confirmed this had occurred.

Condition 7 of the current DWER Licence (L8190/2007/2) reads as follows:

*The licensee shall notify the CEO in writing at least 1-month prior<sup>1</sup> to the delivery of waste to the Intractable Waste Disposal Facility Mt Walton East. The following information shall be included in the notification (where known):*

- (a) waste type(s) and quantities to be disposed;*
- (b) disposal dates; and*
- (c) status of approval under MS 562 and the Radiological Safety Act 1975.*

*Note 1: In the case of an emergency disposal event, where notice of disposal is not able to be provided to the CEO within the timeframe outlined in condition 7, the Licence Holder shall provide notification to the CEO as soon as possible (and no later than the end of the next working day) after becoming aware of the emergency disposal event.*

#### 6.3.2.1 Internal Compliance Audit Results

Instrument	Status
Ministerial Statement 562	<b>One non-compliance</b> PC 8 frequency of CLC meetings
Environmental Licence (DWER)	No non-compliances
Radiological Council Registration (RCWA)	No non-compliances
Department of Foreign Affairs and Trade, The Australian Safeguards and Non-Proliferation Office (ASNO) Permit	No non-compliances
Department of Finance, - EHSQMS	<b>One non-compliance</b> MP-08 4.8.4 frequency of CLC meetings
IWDF (FMC) – EHSQMS	No non-compliances

**6.3.2.2 Public Dose Constraint Monitoring Results**

Thermo-Luminescent Dosimeter (TLD) badges have been issued to MS with one control placed at the site office to monitor whole body dose exposures during site monitoring activities. This monitoring encompasses six separate site visits to undertake surveillance and monitoring of the site. Dose exposure data is available for the April 2021 to December 2022 period.

Results returned a dose exposure that was below the Minimum Detection Level (MDL) of 0.01 mSv for each quarter. The total accumulated dose to date is 0.02 mSv. A public dose constraint has been set for the IWDF of 0.3 mSv/year in line with International Atomic Energy Agency (IAEA) and Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) guidance. Dose exposures were well below the dose constraint.

It should be noted the TLD badge dose accumulation has only been recorded for the quarterly periods that encompass the dates of the site visits and therefore the potential public dose exposures are expressed in the Table below.

Period of Site Visit	Dose Exposure (mSv)
30/03/21 to 01/04/21	0.01
31/08/21 to 02/09/21	0.01
22/09/21 to 23/09/21	
11/11/21 to 14/11/21	*M
04/04/22 to 06/04/22	*M
17/10/22 to 20/10/22	*M

\*M: dose exposure below the minimum measurable quantity for the monitoring period.

**6.4 Questions from Observers**

There were no observers at the meeting.

**Waste Disposals****7.1 Waste Enquiries**

There have been three waste enquiries since the last CLC meeting, however none have progressed beyond the initial enquiry. One partially approved application has been fully approved after further justification was provided to RCWA. RCWA generally requests further justification for wastes which sit just above the definition for Low-Level Waste.

The status of waste enquiries and applications is provided below.

Stage of progress	Radioactive	Chemical
Approved applications	22	0
Applications under assessment	0	0
Applications awaiting assessment	0	0
Waste enquiries in progress	0	0



	<p><b>7.2 Waste Acceptance Applications</b></p> <p>No new waste acceptance applications have been received by the FMC since the last CLC meeting.</p> <p><b>7.3 Disposal volumes and IWDF database</b></p> <p>TR asked whether the volume of waste for each disposal operation could be shared with the CLC. LM advised she could share this information with the CLC.</p> <p>The IWDF Waste Inventory Database continues to be progressed, with all radioactive entries now updated. Once the database is finalised, the publicly available spreadsheet will provide the public with a more detailed view of all waste disposed of at the IWDF.</p>	<p>LM to send information on the volume of waste for each disposal to the CLC.</p>
8.0	<p><b>CLC Operations and Membership</b></p> <p><b>8.1 Annual review of CLC Terms of Reference and Operational Guidelines</b></p> <p>The annual review of the CLC ToR was undertaken at the 16 February 2023 CLC meeting and the draft CLC ToR - Revision 20 distributed prior to the meeting.</p> <p>TR suggested a complete review of the CLC ToR in future, including clarification around the intent of CLC meetings and community input.</p> <p>LM advised that the CLC ToR consists of two parts: the Terms of Reference and Operational Guidelines. The Terms of Reference are not updated annually and were developed by the Department of Environmental Protection.</p> <p>LM confirmed the CLC is not a decision-making body, however, it may provide input on behalf of the community. Ultimately, the proponent is the decision-making body that operates under the legislative and regulatory requirements imposed upon it.</p> <p>EH provided an overview of the draft CLC ToR.</p> <p>The following comments were provided by the CLC:</p> <ul style="list-style-type: none"> <li>• 2.1.1 Membership <ul style="list-style-type: none"> <li>○ MC and TR expressed concerns regarding the proposed wording to enable committee membership for 'Traditional Owners of the Land'. MC stated that a Native Title determination had not been made for the land on which the IWDF is on, therefore, this wording was contentious.</li> <li>○ The issue of requesting relevant evidence from applicants was also discussed. It was concluded that information provided on Expression of Interest forms would be taken at face value.</li> <li>○ The CLC agreed to change the wording to "Traditional Custodians of the Land on which the IWDF is located".</li> </ul> </li> <li>• 2.1.2 <ul style="list-style-type: none"> <li>○ It was noted that there was no heading for this section.</li> <li>○ JMCL suggested removal of this section.</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>○ The majority of CLC members agreed to the proposed wording, citing the importance of CLC members to acknowledge the proponent's role.</li> <li>○ The majority of CLC members agreed to move this paragraph directly under the heading, <i>2. CLC Operational Guidelines</i>. The Membership section will remain as 2.1.1.</li> </ul> <ul style="list-style-type: none"> <li>• 1.2 Objective <ul style="list-style-type: none"> <li>○ MC suggested a review of how effectively Commitment 8 of Ministerial Statement 562 was being achieved.</li> <li>○ The CLC discussed the continued importance of the IWDF, citing the production of waste generated from the growing rare earth minerals mining and nuclear industries.</li> </ul> </li> </ul> <p>TR moved to accept Revision 20 of the CLC ToR, with the amendments as agreed above. DW seconded.</p> <p><b>8.2 Expiring memberships</b></p> <p>JMcL and DW's CLC membership will expire on 31 October 2023.</p> <p>As per the CLC ToR, the tenure for community representative committee members is three years. If after three years, there are no other nominations from the community represented, then the community member may re-nominate for committee membership.</p> <p>DW stated he would be unlikely to re-nominate for committee membership.</p> <p>JMcL was provided an Expression of Interest form from Revision 19 of the ToR for renomination.</p> <p><b>8.3 Proposed CLC meeting dates 2023/24</b></p> <p>The following meeting dates are proposed for the 2023/24 financial year:</p> <ul style="list-style-type: none"> <li>• 19 October 2023</li> <li>• 22 February 2024</li> </ul> <p>The CLC agreed to the proposed dates but suggested moving the June meeting to July to enable sufficient time for the CLC to review the June MRM minutes.</p>	
9.0	<p><b>9.1 Ministerial Statement Review</b></p> <p>EH advised on 2 May 2023, the proponent submitted a Section 45C (s.45C) to the Department of Water and Environment Regulation (DWER). The s.45C proposed the following:</p> <ul style="list-style-type: none"> <li>• Update of proponent name from Waste Management WA to the Minister for Works C/- Department of Finance</li> <li>• Change the approval authority from the Environmental Protection Authority (EPA) to DWER as a conflict no longer exists between DWER and the proponent. <ul style="list-style-type: none"> <li>○ EPA approval was historically required as the IWDF was managed by Waste Management WA, a body corporate of the then Department of Environmental Protection (DEP).</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>• Removal of approval of Transport Operational Procedures prior to each disposal operation: <ul style="list-style-type: none"> <li>○ Whilst Transport Operational Procedures will still be prepared for each disposal operation, separate approval is not considered necessary as this is governed by legislation i.e., <i>Dangerous Goods Safety (Road and Rail Transport of Non-Explosives) Regulations 2007</i>, the <i>Radiation Safety (Transport of Radioactive Substances) Regulation 2022</i> and the <i>Code of Practice for Safe Transport of Radioactive Materials</i>.</li> </ul> </li> <li>• Removal of requirement to advertise Operational Procedures prior to each disposal operation. <ul style="list-style-type: none"> <li>○ The Proponent will make the Operational Procedures publicly available in accordance with the Office of the EPA's Post Assessment Guideline No.4 – Post Assessment Guideline for Making Information Publicly Available by publishing a notice on the IWDF webpage advising that copies of the Operational Procedures are available on request.</li> <li>○ Advertisement of the Operational Procedures in the newspaper no longer remains the most effective way to inform the public and is costly.</li> </ul> </li> <li>• Removal of approval of PCR after each waste disposal operation – now a requirement of the DWER licence.</li> <li>• Removal of requirement to advertise PCR – Finance has and will continue to publish PCRs on its public IWDF web page. Advertisement of the PCR in the newspaper no longer remains the most effective way to inform the public and is costly.</li> <li>• Review requirement to publish location data of waste disposed of at the IWDF – concerns raised by RCWA in relation to the inclusion of information identifying individual source details at specific locations. Location data is captured in the database and will be available to regulatory bodies, but it is not necessary for the general public to have this information.</li> <li>• Review the requirement to maintain a Community Liaison Committee: <ul style="list-style-type: none"> <li>○ In lieu of the CLC, it is proposed that a new Proponent Commitment is introduced to require a community meeting be held once per year and each time there is a disposal operation. Meetings may be combined where both events are scheduled to occur in close succession.</li> <li>○ Attendance and participation at these meetings will be open to all members of the public and not be limited by membership. Local Shire members will be invited to attend. Attendees will have the opportunity to learn about activities at the IWDF, ask questions and raise any concerns.</li> <li>○ Finance remains committed to being open and transparent with regards to the IWDF.</li> </ul> </li> <li>• While no public consultation is required for a s.45C, the CLC is invited to make comment on the proposal.</li> </ul>	
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Post meeting note: **Comments are to be provided by Close of Business 11 August 2023** and should be submitted in writing to [IWDF-MountWalton@finance.wa.gov.au](mailto:IWDF-MountWalton@finance.wa.gov.au) (and will be forwarded to DWER to consider as part of their assessment) OR directly to DWER via post:

- Att: EPA Registrar  
CC: Tracey Hassell  
Application: APP-0000346  
Department of Water and Environmental Regulation  
Locked Bag 10  
JOONDALUP WA 6919
- The CLC is also invited to provide feedback on what the annual meetings should look like, including their content and format. This will be further discussed at the next CLC meeting.
- The basis for reviewing the requirement to maintain a CLC is as follows:
  - Interest in CLC membership over the last decade has been low; of the 12 community representative positions, only 4 are currently occupied and only 6 EOIs have been received since 2014 despite public notices in The West Australian and Kalgoorlie Miner before CLC meetings.
  - Attendance at meetings has been decreasing despite offering access via face-to-face and virtual meetings.
  - The facility is deemed to be less contentious within the community given recent disposal operations have attracted little public interest and interest in CLC membership is low.
  - Given the infrequency of waste disposal campaigns, meetings largely consist of Finance reporting on business as usual activities which are captured in the annual Performance and Compliance Report (PCR) published on the IWDF webpage.
  - There are more modern ways to meet the objective 'to ensure the community remains informed of activities at the Intractable Waste Disposal Facility' including publishing the PCR, IWDF Handbook and Brochure on the IWDF web page together with an email address on the IWDF web page so members of the public can contact Finance at any time with queries regarding the IWDF.
  - To modernise the public liaison approach in line with other waste providers.
  - To remove the administrative and costly burden of convening 4 CLC meetings a year (cost \$72,000 per annum) which is not imposed on other waste facility operations.

The CLC provided the following comments in relation to the s.45C proposal.

Proposed community engagement approach

- JMcL expressed her concerns with accessing information from the IWDF webpage, stating there is no internet access where she lives. Additionally, use of internet facilities through the Shire of Coolgardie is at a cost.

	<ul style="list-style-type: none"> <li>○ MC stated information could be arranged through Finance and collected from local Shires.</li> <li>○ EH advised Finance will continue to communicate with JMCL regarding the availability of documents produced by the proponent relating to the IWDF and provide avenues for JMCL to access documents. An option is for hard copy documents to be collected from Finance's Kalgoorlie Office. Finance will also call JMCL to advise when new documents are available.</li> <li>○ MC and TR supported the proposal for an annual face-to-face meeting and agreed it would be a positive opportunity for greater community engagement.</li> </ul> <ul style="list-style-type: none"> <li>• LM asked how the annual meeting would be advertised. EH advised various forms of social media would be leveraged. JMCL stated removing newspaper advertisements would exclude a section of the community. Finance agreed to continue advertising the annual meeting in the newspaper.</li> </ul> <p><u>WA waste only</u></p> <ul style="list-style-type: none"> <li>• JMCL stated she and past members of the CLC have been attempting to have Commitment 7.1 (WA waste only) of Ministerial Statement 562 removed since 2018. She reiterated that the IWDF is geologically best placed to receive intractable waste and operates as world's best practice. JMCL stated it is practical to have a single disposal site due to ongoing monitoring requirements. <ul style="list-style-type: none"> <li>○ MC stated there has been previous Ministerial advice that Government does not have an appetite to accept nationwide waste.</li> <li>○ EH advised a s45C is an administrative request, whereas a request to remove the WA waste only requirement is a change to the proposal and would require submission of a s.46 request.</li> <li>○ EH advised the IWDF is not a commercial enterprise and is not seeking to compete with other waste operators including Tellus. Tellus has undergone all necessary processes and received all necessary approvals to enable it to dispose of low-level radioactive waste.</li> <li>○ EH suggested JMCL contact DWER if she still has concerns.</li> </ul> </li> </ul> <p><u>Timeframe</u></p> <ul style="list-style-type: none"> <li>• The CLC asked what the timeframe for the s.45C process is. EH advised that there is no set timeframe, but she expects the process will take some time given DWER's reported workload.</li> <li>• EH advised the October CLC meeting will be convened regardless of whether the s.45C process has been completed or not.</li> </ul>	
10.0	<p><b>General Business</b></p> <p>JMCL raised two questions in relation to the minutes of the 18<sup>th</sup> MRM meeting. These are recorded under item 6.3.2.</p>	



11.0	<b>Scheduling of Next Meeting / Meeting Close</b> The next meeting is scheduled for 19 October 2023. EH closed the meeting at 1.17pm.	
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DRAFT

# Attachment 9.1.1

DESCR: Proposed Refurbished Residence  
CLIENT: TAQWA Holdings PTY LTD  
ADDRESS: LOT 20, HN 27 Polaris Street  
SOUTHERN CROSS  
JOB NO: 4694  
DRAWN: WS

## CONTENTS:

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2 : Site Plan

3 : Proposed Floor Plan & Elevations

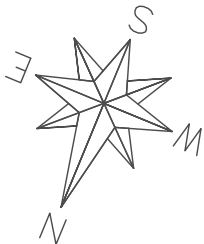
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25a Dorothy Street, Gosnells, WA 6110

TEL 08 9398 2139 | MOB 0417 945 820 | ABN 33085773190

20.100M



SEPTIC TANK AND LEACH DRAIN  
SYSTEM TO LOCAL AUTHORITY  
HEALTH REQUIREMENTS  
( SHOWN DIAGRAMMATICALLY )

3000 1000 3000 1000



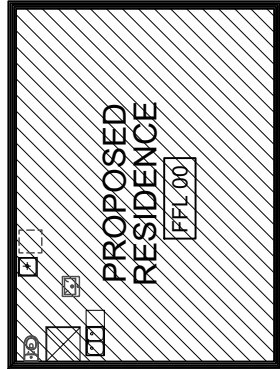
80.500M

80.500M

6370

9730

4000



PROPOSED  
RESIDENCE

FFL'00



LOT 20  
H.N.71  
A : 1619m²

4m² TREE  
PLANTING  
AREA

20.100M

7500

TELSTRA

O/H POWER

POLARIS STREET

## SITE PLAN

SCALE 1: 200

## CONSTRUCTION NOTES

### SITEWORKS NOTES

- S1. Remove all vegetation and deleterious matter from area of construction
- S2. Use only clean, clay free sand as fill
- S3. Provide compaction test certificate to ensure min. 7 blows / 300mm

### CONCRETE / TERMITE MANAGEMENT NOTES

- C1. Provide termite treatment to comply with AS 3600.1.2014 termite treatment – new building work, and Section H1D3 of the NCC 2022, Volume 2.
- C2. Service penetrations to concrete slab to be protected by collars installed to manufacturers specifications
- C3. Concrete to be Quality Controlled 20 MPA 80mm Slump & to be properly cured
- C4. Concrete to be properly cured before construction commences
- C5. All steel reinforcements to be adequately lapped and tied
- C6. Polythene waterproof membrane 0.2mm to be lapped and taped
- C7. Ensure all timbers are H2 treated (to prevent European Borer attack)

### BOUNDARY WALLS

- B1. Install Kordon to boundary walls to manufacturer's specifications
- B2. Install stainless steel mesh (Termimesh or similar physical barrier) to junctions between new and existing to manufacturer's specifications
- B3. Site re-establishment survey is recommended prior to construction of walls on boundaries

### ROOF PLUMBING / CARPENTRY NOTES

#### TIMBER FRAMED ROOF

- R1. All roof framing to be constructed in accordance with AS 1684 timber framing codes
- R2. Gutters and downpipes to comply with Section H1D7 of the NCC 2022, Volume 2 and will pipe all roof water clear of footings via PVC pipes and fittings
- R3. Roof tiles / sheeting to comply with Section H1D7 of the NCC 2022, Volume 2, AS 2049 & AS 2050 and installed to manufacturers specifications
- R4. Install batt type ceiling insulation to comply with NCC Energy efficiency requirements

#### WALL FRAMING

- R5. All wall framing to be constructed in accordance with AS 1684 timber framing codes
- R6. All wall framing to be constructed in accordance with AS 4100 steel framing codes

#### CARPENTRY

- R6. Install weather seals to all external timber framed doors
- R7. Lift-off hinges to be installed to select Wc doors
- R8. All wall claddings to be installed to builder's details and manufacturer's specifications
- R9. 2040mm doors heights throughout unless specified otherwise

### GLAZING NOTES

- G1. Glazing will comply with Section H1D8 of the NCC 2022, Volume 2 and AS 1288, AS 2047, AS 2208
- G2. Windows will comply with Section H1D8 of the NCC 2022, Volume 2, AS 2047
- G3. Upper floor windows to comply with NCC 3.9.2.5

### TILING / FINISHES NOTES

- T1. All wet areas to include a floor waste and adequate fall within the screed
- T2. Waterproofing of wet areas to comply with Section H4D2 of the NCC 2022, Volume 2 & AS 3740
- T3. Waterproof all shower walls min 2000mm AFL
- T4. Provide waterproofing to all floors, wall and floor junctions and joints & all penetrations within shower area
- T5. Provide waterproofing to walls min. 150 above all fixtures around taps and spout penetrations & generally waterproofing 150 to all surfaces with contact to vessels
- T6. Install a minimum of 1500mm of waterproofing from shower rose for all unenclosed shower areas to comply with as 3740
- T7. Provide 25mm setdown to all wet areas and 50mm setdown to all showers and baths unless otherwise noted

#### FRAMED WALLS

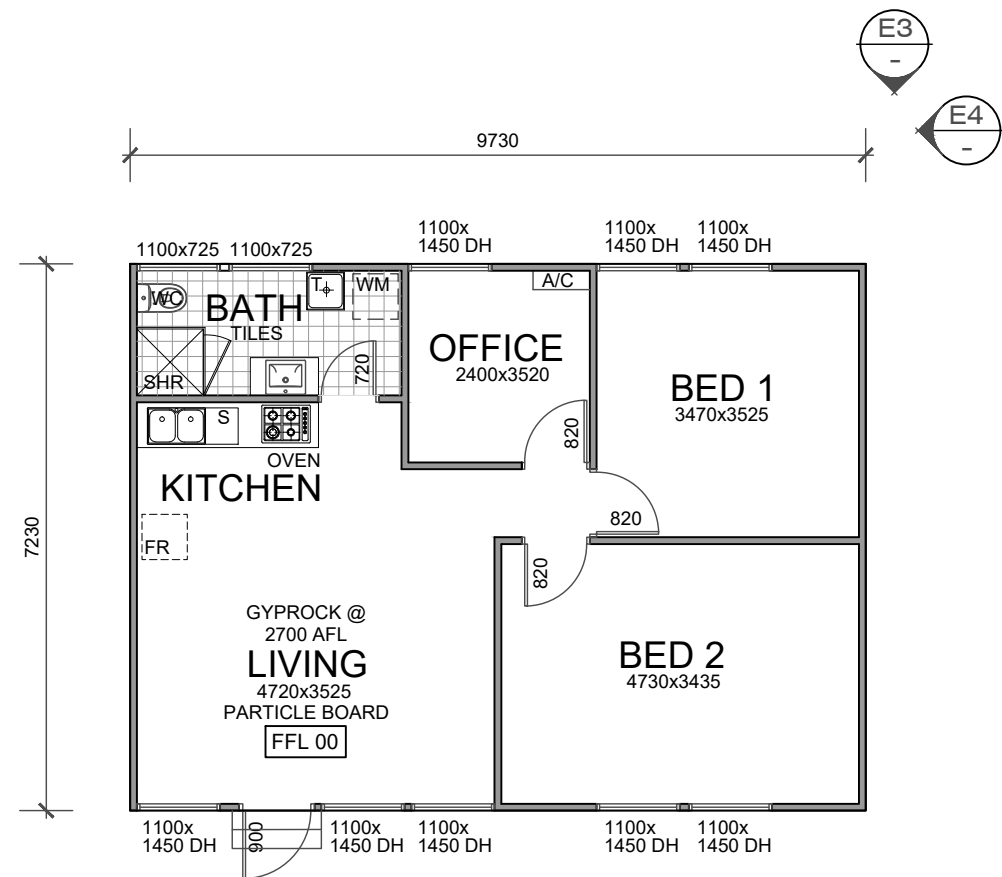
- T8. Moisture-resistant plasterboard to all wet area walls and ceilings

### ELECTRICAL NOTES

- E1. Install hard wired smoke alarms to comply with AS 3786. If more than one smoke alarm is installed, all must be interconnected.
- E2. Minimum of two (2) RCD switches to be installed by licensed Electrician
- E3. All exhaust fans to be flumed to comply with Section H4D9 of the NCC 2022, Volume 2.
- E4. Ensure rangehood flue is kept clear of any roofing members

### GENERAL NOTES

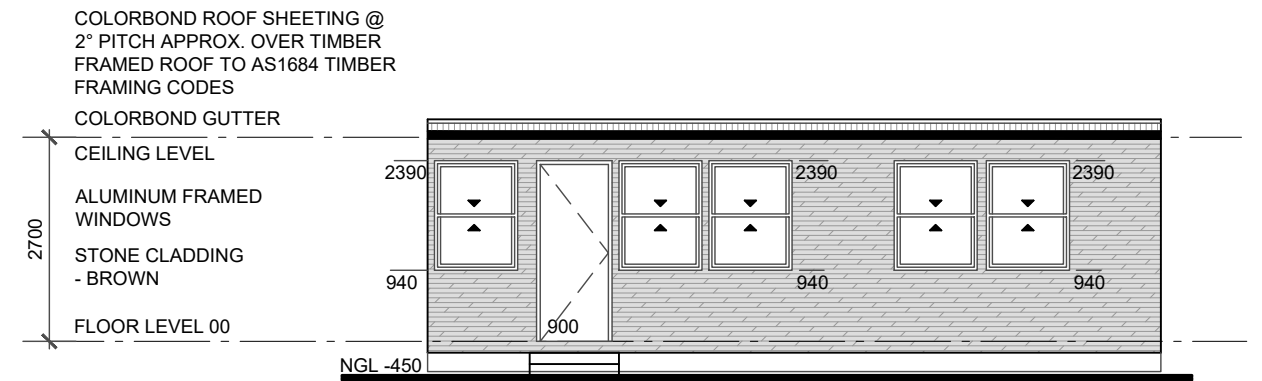
- G1. All brickwork to comply with Section H1D5 of the NCC 2022, Volume 2 & AS 3700 masonry codes
- G2. Downpipes and floor waste locations are indicative only and may change at discretion of the plumber
- G3. All cavity closers and structural columns to be flashed with Alcor flashing as per AS/NZS 2904-1995
- G4. All welding to comply with AS 1554
- G5. All light and ventilation to comply with Section H4D6 & H4D7 of the NCC 2022, Volume 2.
- G6. Downpipes and floor waste locations are indicative only and may change at discretion of the plumber
- G7. Contractor to be responsible for the location and protection of all utility services within the road reserve and on site. Dial 1100 minimum 48 hours prior to construction for service locations
- G8. This drawing is to be read in conjunction with engineers report and/or specifications
- G9. Check all dimensions on site prior to construction and/or fabrication



## PROPOSED FLOOR PLAN

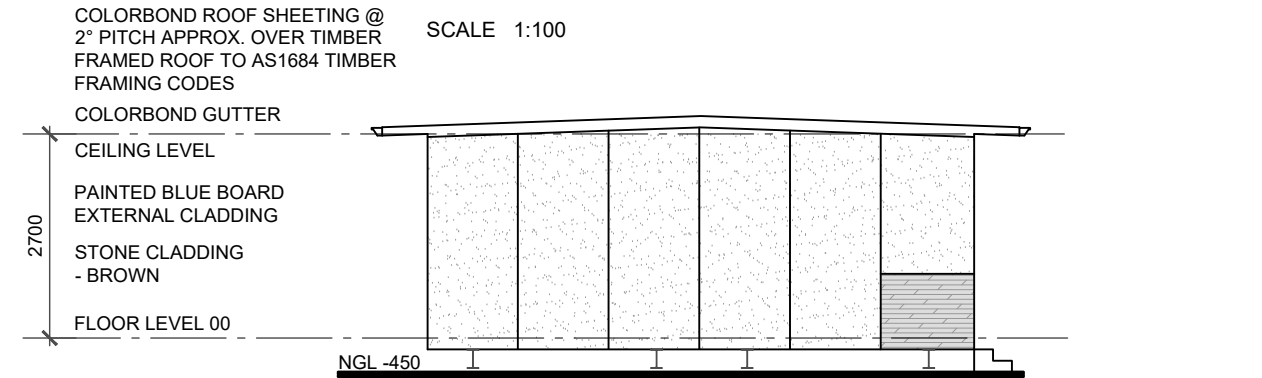
SCALE 1:100

AREAS	m <sup>2</sup>
PROPOSED RESIDENCE	70.13
TOTAL	70.13



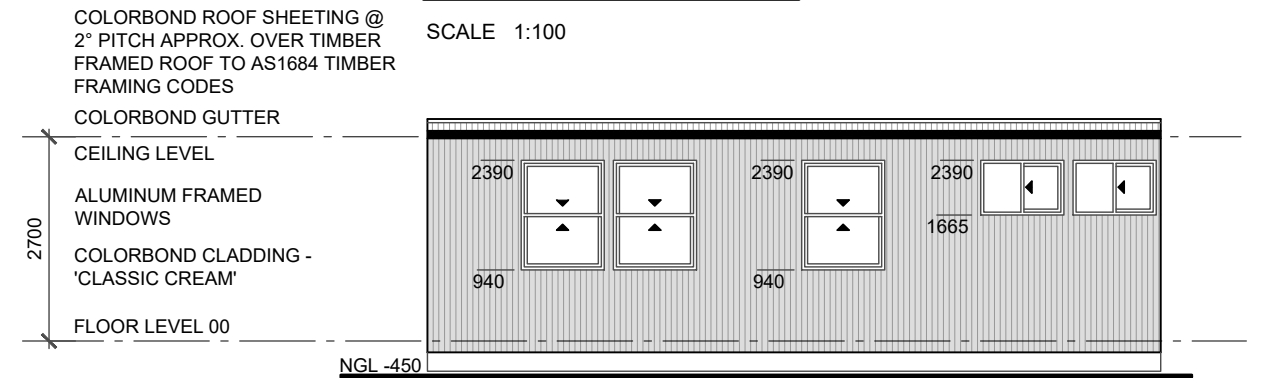
## ELEVATION E1

SCALE 1:100



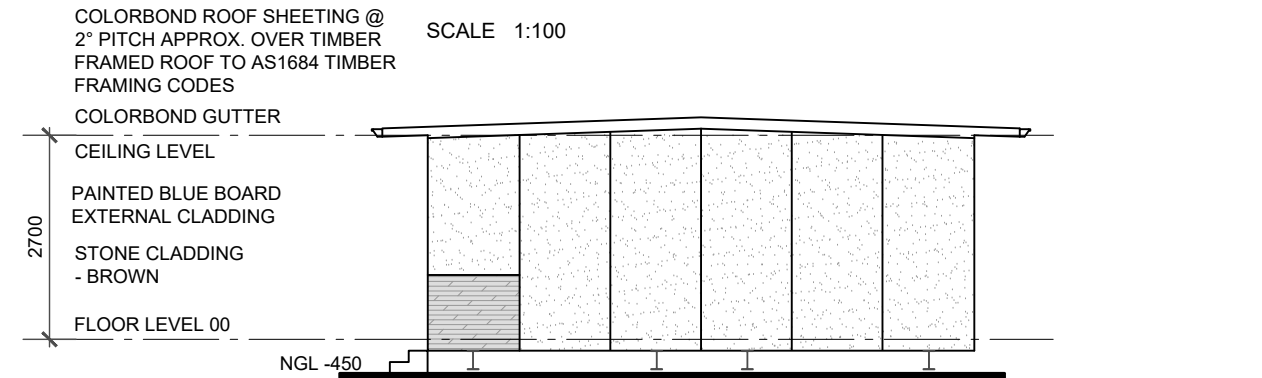
## ELEVATION E2

SCALE 1:100



## ELEVATION E3

SCALE 1:100



## ELEVATION E4

SCALE 1:100

**ATTACHMENT 2 – PHOTOGRAPHS OF PROPOSED DWELLING**

**LOT 241 (NO 21) POLARIS STREET, SOUTHERN CROSS**















# Attachment 9.1.2

## CENTRAL EAST ACCOMMODATION & CARE ALLIANCE INC

## CONSTITUTION



Level 8, AMP Building  
140 St Georges Terrace  
Perth WA 6000

GPO Box L890  
Perth WA 6842  
DX 110 Perth

T 08 9321 3755  
F 08 9321 3465  
E [info@kottgunn.com.au](mailto:info@kottgunn.com.au)

[kottgunn.com.au](http://kottgunn.com.au)



**> WHEN THERE'S  
BUSINESS AT STAKE**  
WE'RE YOUR LEGAL PARTNERS

Liability limited by a scheme approved under the Professional Standards Legislation.

Ref: 201728: CEACA Constitution (as amended December 2020): 3334152\_1



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## 1. PRELIMINARY

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### 1.1 Name of Association

The name of the Association shall be "Central East Accommodation & Care Alliance Inc".

### 1.2 Vision of the Association

The Association and its constituent members recognise the need for affordable, suitable and sustainable housing that meets the needs of ~~the current and future an ageing~~ population in the Region. The Association will implement agreed strategies and secure funding from sources including State and Commonwealth governments, the private sector and not for profit organisations to facilitate the achievement of the Associations objects and purposes including providing for construction, management and maintenance of housing in the Region.

### 1.3 Objects and Purposes of Association

The objects and purposes of the Association are:

- (a) advancing the social or public welfare of people in need including disadvantaged, the aged and or individuals with disabilities in the Region;
- (b) relieving the poverty, distress or disadvantage of people in need including disadvantaged, the aged and or individuals with disabilities in the Region;
- (c) caring for and supporting people in need including disadvantaged, the aged and or individuals with disabilities in the Region;
- (d) providing and managing affordable housing, accommodation and services for people in need including disadvantaged, the aged and or individuals with disabilities in the Region;
- (e) seeking funds and assistance from various sources to achieve the provision and management of affordable housing, accommodation and services for people in need including disadvantaged, the aged and or individuals with disabilities in the Region;
- (f) developing new and innovative ways of delivering affordable housing, accommodation and services for people in need including disadvantaged, the aged and or individuals with disabilities in the Region;
- (g) raising and promoting government and community awareness of the needs of people in need including disadvantaged, the aged and or individuals with disabilities in the Region for affordable housing, accommodation and services;
- (h) working with government and the community to develop policies and programmes to increase the availability of affordable housing, accommodation and services for people in need including disadvantaged, the aged and or individuals with disabilities in the Region;
- (i) acting in a manner consistent with that of a Registered Charity; and
- (j) purposes that are incidental or ancillary to, and in furtherance or in aid of, the foregoing objects and purposes.

#### 1.4 Quorum for Management Committee Meeting

Fifty (50%) percent of the Management Committee Members plus one constitute a quorum for the conduct of the business at a Management Committee Meeting.

#### 1.5 Quorum for General Meetings

Fifty (50%) percent of the total number of Members plus one (being a natural person or a person appointed under Rule 6.3(a)) present in person, or present through the use of technology under Rule 17.1(a)(ii), and eligible to cast a vote under these Rules at a General Meeting will constitute a quorum for the conduct of business at a General Meeting.

## 2. INTERPRETATION

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### 2.1 Definitions

In these Rules, unless the contrary intention appears:

**ACNC Act** means the *Australian Charities and Not-for-profits Commission Act 2012 (Cth)*;

**ACNC Commissioner** means the Commissioner of the Australian Charities and Not-for-profits Commission for the purposes of the ACNC Act;

**Act** means the Associations Incorporation Act 2015 (WA);

**Annual General Meeting** means the annual general meeting convened under Rule 23.1;

**Associate Member** means a person, local government, body corporate, or incorporated association that:

- (a) satisfies the requirements of Rule 5.3(a); and
- (b) whose application for membership is accepted by the Management Committee under Rule 5.5; and
- (c) have complied with Rule 5.6;

**Association** means Central East Aged Care Alliance Inc;

**Books of the Association** has the meaning given to it in section 3 of the Act, and includes the following —

- (a) a Register;
- (b) Financial Records, Financial Statements and Financial Reports, however compiled, recorded or stored;
- (c) a document;
- (d) any other record of information;

**By-laws** means by-laws made by the Association under Rule 25;

**Code of Conduct** means the Code of Conduct of the Association (if any) which may be amended or added to from time to time by the Management Committee as it deems appropriate;

**Commissioner** means the person designated as the Commissioner from time to time under the Act;



**Commissioner of Taxation** means the Commissioner of Taxation, a Second Commissioner of Taxation or a Deputy Commissioner of Taxation for the purposes of the ITAA97;

**Contribution** means:

- (a) a contribution of money or property as described in item 7 of the table contained in section 30-15 of the ITAA97 in relation to a fundraising event; or
- (b) a contribution of money as described in item 8 of the table contained in section 30-15 of the ITAA97 in relation to a successful bidder at an auction that was a fundraising event.

**held for the Objects;**

**Deductible Gift Recipient** means an institution, fund, authority or any other entity that is endorsed as a deductible gift recipient by the Commissioner of Taxation under Division 30 of the ITAA97 or is a specific listed deductible gift recipient under Division 30 of the ITAA97;

**Financial Records** has the meaning given to it in section 62 of the Act and includes:

- (a) invoices, receipts, orders for the payment of money, bills of exchange, cheques, promissory notes and vouchers;
- (b) documents of prime entry; and
- (c) working papers and other documents needed to explain:
  - (i) the methods by which financial statements are prepared; and
  - (ii) adjustments to be made in preparing financial statements;

**Financial Report** has the meaning given to it in sections 62 and 63 of the Act;

**Financial Statements** has the meaning given to it in section 62 of the Act;

**Financial Year** has the meaning given to it in Rule 22;

**Foundation General Members** of the Association are the Members listed in Rule 5.2(a);

**General Meeting** means an Annual General Meeting or a Special General Meeting of the Association;

**General Member** means a person, local government, body corporate or incorporated association that:

- (a) satisfies the requirements of Rule 5.2(b); and
- (b) whose application for membership is accepted by the Management Committee under Rule 5.5; and
- (c) have complied with Rule 5.6;

**ITAA97** means the *Income Tax Assessment Act 1997 (Cth)*;

**Management Committee** means the committee of management required by the Act which is the body responsible for the management of the affairs of the Association;

**Management Committee Meeting** means a meeting referred to in Rule 14.1;

**Management Committee Member** means a member of the Management Committee elected or appointed under Rule 12;

**Member** means a person, local government, body corporate or incorporated association that becomes a member of the Association under these Rules;

**Objects** means the objects referred to in Rule 1.3;

**Office Holder** has the meaning given to it at Rule 10.2(c);

**Ordinary Resolution** means a resolution to decide a question, matter or resolution at a General Meeting that is not a Special Resolution;

**Poll** means voting conducted in written form which may include, but is not limited to a secret ballot (as opposed to general agreement or a show of hands);

**Region** means the aggregate of the districts of the local governments that are General Members of the Association;

**Register** means the register of Members referred to in Rule 8.1(a);

**Registered Charity** means an entity registered by the ACNC Commissioner as a charity in accordance with the ACNC Act as defined in the Income Tax Assessment Act 1997 (Cth);

**Rules** means this constitution of the Association as amended from time to time under Rule 24.2;

**Special General Meeting** means the meeting convened under Rule 18;

**Special Resolution** is a resolution of the Association passed in accordance with Rule 19.1;

**Surplus Property** has the meaning given to it in the Act and means the property remaining when the Association is wound up or cancelled after satisfying:

- (a) the debts and liabilities of the Association; and
- (b) the costs, charges and expenses of winding up the Association,

but does not include the Books of the Association;

**Tier 3 Association** has the meaning given to it in section 62 of the Act;

## 2.2 Interpretation

In these Rules, unless the contrary intention appears:

- (a) **(headings)** underlining, numberings, typesetting styles and layouts are for convenience only and do not affect the interpretation of these Rules;
- (b) **(gender)** a reference to any gender includes every gender;
- (c) **(person)** the word person includes a firm, a partnership, a joint venture, an organisation or an authority;
- (d) **(may)** the word may is permissive and not mandatory;
- (e) **(singular includes plural)** the singular includes the plural and vice versa;

- (f) **(grammatical form)** where a word or phrase is given a particular meaning, other parts of speech and grammatical forms of that word or phrase have corresponding meanings;
- (g) **(including)** the word including and similar expressions are not words of limitation and a **general** description of any matter or thing whatever shall not be read down if followed by any specific examples of that matter or thing;
- (h) **(regulations)** a reference to a law includes regulations and instruments made under the law;
- (i) **(amendments to statutes)** a reference to a law or a provision of a law includes amendments, re-enactments or replacements of that law or the provision;
- (j) **(from time to time)** a power, an authority or a discretion reposed in the members', a member, the Management Committee or an Office Holder may be exercised at any time and from time to time;
- (k) **(function)** a reference to a function includes a reference to a power, authority and duty; and
- (l) **(exercise of a function)** a reference to the exercise of a function includes, where the function is a power, authority or duty, a reference to the exercise of the power or authority of the performance of the duty.

### 2.3 Notices

- (a) A notice or other communication connected with these Rules has no legal effect unless it is in writing and given as follows:
  - (i) delivered by hand to the nominated address of the addressee;
  - (ii) sent by post to the nominated postal address of the addressee; or
  - (iii) sent by e-mail or any other method of electronic communication (including facsimile) to the nominated electronic address of the addressee.
- (b) Any notice given to a Member under these Rules, must be sent to Member's address as set out in the Register.
- (c) When a notice is:
  - (i) delivered by hand under Rule 2.3(a)(i) it is properly served when delivered to, and received by, the recipient;
  - (ii) sent by ordinary pre-paid post under Rule 2.3(a)(ii), it is taken to have been received five (5) working days after posting;
  - (iii) sent by email under Rule 2.3(a)(iii), it is taken to have been received at the time when the sender receives confirmation on its server that the message has been transmitted;
  - (iv) sent by facsimile under Rule 2.3(a)(iii), it is taken to have been received at the time shown on the transmission report as the time the whole facsimile was sent.

### **3. POWERS OF THE ASSOCIATION**

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#### **3.1 Powers of the Association**

The powers conferred on the Association are the same as those conferred by section 14 of the Act, so that subject to the Act, the Association may do all things necessary or convenient for carrying out its objects or purposes in a lawful manner, and in particular may:

- (a) acquire, hold, deal with, and dispose of any real or personal property;
- (b) open and operate bank accounts;
- (c) invest its money:
  - (i) as trust funds may be invested under the *Trustees Act 1962* Part III; or
  - (ii) in any other manner authorised by the Rules;
- (d) borrow money upon such terms and conditions as the Association thinks fit;
- (e) give such security for the discharge of liabilities incurred by the Association as the Association thinks fit;
- (f) appoint agents to transact any business of the Association on its behalf;
- (g) enter into any other contract it considers necessary or desirable;
- (h) employ such persons as the Association deems appropriate to pursue the objects of the Association or to administer the affairs of the Association; and
- (i) act as trustee and accept and hold real and personal property upon trust, but does not have power to do any act or thing as a trustee that, if done otherwise, would contravene the Act or the Rules.

#### **3.2 Paid Officers**

- (a) The Management Committee may appoint from time to time an independent Chairperson and an Executive Officer for the Association and any other paid officers as may be required to conduct the affairs of the Association and may also terminate such appointments.
- (b) The term of appointment, remuneration and other employment terms and conditions of a Chairperson or Executive Officer or other paid officer shall be on terms agreed by the Management Committee.

#### **3.3 Office of the Association**

The office of the Association shall be at such place as the Management Committee may from time to time determine.

### **4. NOT FOR PROFIT**

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- (a) The property and income of the Association shall be applied solely towards promoting the objects or purposes of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to any Member, except in good faith in the promotion of those objects or purposes.

- (b) A payment may be made to a Member out of the funds of the Association only if it is authorised under Rule 4(c).
- (c) A payment to a Member out of the funds of the Association is authorised if it is:
  - (i) the payment in good faith to the Member as reasonable remuneration for any services provided to the Association, or for goods supplied to the Association, in the ordinary course of business; or
  - (ii) the payment of interest on money borrowed by the Association from the Member, at a rate not greater than the cash rate published from time to time by the Reserve Bank of Australia; or
  - (iii) the payment of reasonable rent to a Member for premises leased by the Member to the Association; or
  - (iv) the reimbursement of reasonable expenses properly incurred by the Member on behalf of the Association.

## **5. BECOMING A MEMBER**

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### **5.1 Minimum Number of Members**

The Association must have at least six Members with full voting rights.

### **5.2 General Members**

- (a) Foundation General Members are General Members of the Association.

The Foundation General Members of the Association are:

- (i) Shire of Bruce Rock;
  - (ii) Shire of Kellerberrin;
  - (iii) Shire of Koorda;
  - (iv) Shire of Merredin;
  - (v) Shire of Mt Marshall;
  - (vi) Shire of Mukinbudin;
  - (vii) Shire of Nungarin;
  - (viii) Shire of Trayning;
  - (ix) Shire of Westonia;
  - (x) Shire of Wyalkatchem; and
  - (xi) Shire of Yilgarn.
- (b) Any:
    - (i) local government; and
    - (ii) any person, body corporate or incorporated association with interests or objectives which include objectives consistent with the objects of the Association;



may apply to be a General Member of the Association.

- (c) A General Member has all the rights provided to Members under the Rules, including full voting rights, and is eligible for nomination, election and appointment to the Management Committee as an Office Holder or ordinary Management Committee Member.

### 5.3 Associate Members

- (a) Any person, local government, body corporate or incorporated association that is not eligible, or does not wish, to be a General Member of the Association may apply to be an Associate Member of the Association.
- (b) An Associate Member shall enjoy the same privileges and be subject to the same obligations as a General Member, except an Associate Member is not entitled or eligible to:
  - (i) vote at any General Meeting;
  - (ii) propose a resolution at a General Meeting;
  - (iii) call a General Meeting;
  - (iv) be nominated, elected, or appointed as a Management Committee Member or Office Holder;
  - (v) nominate a Management Committee Member or Office Holder; or
  - (vi) nominate a person, local government, body corporate, or incorporated association to be a Member of the Association.

### 5.4 Applying for Membership

- (a) A person, local government, body corporate, or incorporated association who wish to become a Member must:
  - (i) be nominated for membership by two General Members; ~~and~~
  - ~~(ii)~~ apply in writing to the Association, using the form prescribed by the Association (if any) together with any levy due under Rules 9.1 and 9.2; ~~and~~
  - ~~(ii)(iii)~~ consent to become a Member for a 3-year term.
- (b) A local government, body corporate, or incorporated association who wish to become a Member must comply with Rule 6.3 and appoint in writing a natural person to represent it at General Meetings and on the Management Committee.
- (c) All application forms must:
  - (i) state the full name of the applicant;
  - ~~(ii)~~ state a contact postal, business or residential address, and an email address, for the applicant;
  - ~~(ii)(iii)~~ confirm the applicant's consent to become a Member for a 3-year term; and
  - ~~(iii)(iv)~~ if applicable, appoint in writing a natural person to represent it at General Meetings and on the Management Committee, and state

- (A) the name of the appointed person; and
- (B) a contact postal, business or residential address, and an email address, for the appointed person.
- (d) All application forms must be signed by the applicant and the two nominating General Members (or persons appointed under Rule 6.3(a) with authority to represent the General Members).
- (e) If the Association has more than one class of membership, the application form must specify the applicable class of membership.

## 5.5 Deciding Membership Applications

- (a) The Management Committee will consider and decide whether to approve or reject any membership application.
- (b) Subject to Rule 5.5(c) applications will be considered and decided in the order they are received by the Association.
- (c) When considering a membership application, the Management Committee may seek clarification of any matter or further information in support of the application, and may delay its decision to allow for that material to be provided and proceed to consider and decide other applications.
- (d) The Management Committee may approve a membership application if, in the view of the Committee, the applicant:
  - (i) meets the eligibility requirements for the relevant membership class under Rule 5.2(b) or 5.3(a); and
  - (ii) applies under Rule 5.4.
- (e) The Management Committee may refuse to accept a membership application even if the applicant has applied in writing and complies with all the eligibility requirements under Rule 5.2(b) or 5.3(a).
- (f) As soon as is practicable after the Management Committee has made a decision under Rule 5.5, the Management Committee must notify the applicant in writing of the outcome of their membership application but is not obliged to provide reasons for the decision, and the decision of the Management Committee shall be final.

## 5.6 Becoming a Member and Term of Membership

- (a) An applicant becomes a Member if:
  - (i) the applicant is eligible for membership under Rule 5.2(b) or 5.3(a);
  - (ii) the applicant applies in writing using the prescribed form (if any) to the Association under Rule 5.4;
  - (iii) the Management Committee approves the applicant's application for membership submitted under Rule 5.5; and
  - (iv) the applicant has paid the levy due under Rules 9.1 and 9.2 (if any).
- (b) The applicant immediately becomes a Member of the applicable class of membership, and is entitled to exercise all the rights and privileges of that class

of membership, and must comply with all of the obligations of membership under these Rules, when Rule 5.6(a) has been fulfilled.

(c) Subject to Rule 7:

(i) a Member holds membership with the Association for a term of 3 years commencing on the date their membership takes effect under this Rule 5.6; and

~~(ii)~~ all existing General Members as at 30 June 2023 consent and agree to remain a Member for a 3 year term on and from 1 July 2023.

## **5.7 Recording Membership in the Register**

The Secretary must enter the name of a Member in the Register within 28 days after the Member becomes a Member under these Rules.

## **6. LIABILITY AND ENTITLEMENTS OF MEMBERS**

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### **6.1 Classes of Members**

- (a) The membership of the Association consists of:
  - (i) General Members; and
  - (ii) Associate Members;
- (b) The Association may have any class of membership determined by resolution of Members at a General Meeting.
- (c) If the Association has two or more classes of members, no Member can belong to more than one class of membership.
- (d) Subject to any limitation specified in these Rules, each class of membership shall have rights and benefits as determined by the Management Committee or by resolution of Members at a General Meeting.
- (e) The maximum number of General Members is unlimited unless the Association in General Meeting decides otherwise.

### **6.2 Membership Voting Rights of Members**

Each Member that is entitled to vote has one (1) vote at a General Meeting of the Association.

### **6.3 Voting by a local government, body corporate, or incorporated association**

- (a) A Member which is a local government, body corporate, or incorporated association:
  - (i) by written notice to the Association must appoint a natural person to be the Member's representative at a particular General Meeting, or at all General Meetings and on the Management Committee; and
  - (ii) may at any time by written notice to the Association revoke an appointment of their representative provided that in the same notice a replacement representative is appointed.

- (b) A copy of a written notice pursuant to Rule 6.3(a) must be lodged with the Secretary.
- (c) A person appointed under Rule 6.3(a) has authority to represent the local government, body corporate, or incorporated association as a Member:
  - (i) in the case of an appointment in respect of a particular General Meeting, until the conclusion of that General Meeting; or
  - (ii) otherwise, until the appointment is revoked in writing by the local government, body corporate, or incorporated association, and notice of the revocation is given to the Secretary.
- (d) The selection of the person pursuant to Rule 6.3(a) shall be at the discretion of the applicant. Without limiting that discretion, it is the intention of the Association that persons appointed by local government Members should be a person who normally resides within the district of that local government.

#### **6.4 Liability of Members**

- (a) A Member is only liable for their outstanding levy payable under Rules 9.1 and 9.2, if any.
- (b) Subject to Rule 6.4(a), a Member is not liable, by reason of the person's membership, for the liabilities of the Association or the cost of winding up the Association.
- (c) Rule 6.4(b) does not apply to liabilities incurred by or on behalf of the Association by the Member before incorporation.

#### **6.5 Payment to Members**

- (a) Subject to Rule 6.5(b), no portion of the income or property of the Association may be paid directly or indirectly, by way of dividend, bonus or otherwise to the Members.
- (b) Rule 6.5(a) does not prevent payments authorised by Rule 4(c).

#### **6.6 Membership Entitlements not Transferable**

Subject to Rule 6.3(a), a right, privilege or obligation that a person, local government, body corporate or incorporated association has because it, he or she is a Member of the Association:

- (a) is not capable of being transferred to any other person, local government, body corporate, or incorporated association; and
- (b) ends when the membership ceases for that person, local government, body corporate, or incorporated association.

### **7. CEASING TO BE A MEMBER**

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#### **7.1 Ending Membership**

- (a) The membership of a Member ends, if the Member:
  - (i) dies;

- (ii) ceases to be a Member under Rule 9.1(d);
  - (iii) ceases to be a Member under Rule 9.2(d);
  - (iv) resigns as a Member under Rule 7.2; or
  - (v) is expelled from the Association under Rule 7.3.
- (b) For a period of one year after a Member's membership ends, the Secretary must keep a record of:
- (i) the date on which a person, local government, body corporate, or incorporated association ceases to be a Member under Rule 7.1(a); and
  - (ii) the reason why the person, local government, body corporate, or incorporated association ceases to be a Member.
- (c) If a local government, body corporate, or incorporated association ceases to be a Member, then any appointment to a natural person made by it under Rule 6.3 immediately ceases to have any effect.

## 7.2 Resigning as a Member

- (a) A Member who has paid all amounts payable by the Member to the Association in respect of their membership, may resign from membership by giving written notice of their resignation to the Secretary.
- (b) The Member resigns:
- (i) at the time the Secretary receives the notice; or
  - (ii) if a later time is stated in the notice, at that later time.
- (c) Any Member who resigns from the Association remains liable to pay to the Association any outstanding fees or levy for the remainder of their membership term under Rule 5.6 (if any) which may be recovered as a debt due to the Association by the Member.

## 7.3 Suspending or Expelling Members

- (a) The Management Committee may, by resolution, discipline a Member by any means considered appropriate, or suspend or expel a Member from membership if, in the opinion of the Management Committee:
- (i) the Member or any person authorised to represent the Member under Rule 6.3 refuses or neglects to comply with these Rules or the Code of Conduct; or
  - (ii) the conduct or behaviour of the Member or any person authorised to represent the Member under Rule 6.3:
    - (A) is detrimental to the interests of the Association; or
    - (B) has brought the Association into disrepute; or
    - (C) has brought discredit on the Association; or
  - (iii) the Member is not solvent (as defined in the Bankruptcy Act 1966 (Cwth)); or



- (iv) the Member applied for and obtained membership under a false pretence or by providing false information.
- (b) The Management Committee must hold a Management Committee Meeting to decide whether to suspend or expel a Member.
- (c) The Secretary must, not less than 28 days before the Management Committee Meeting referred to in Rule 7.3(b), give written notice to the Member:
  - (i) of the proposed suspension or expulsion and the grounds on which it is based;
  - (ii) of the date, place and time of the Management Committee Meeting;
  - (iii) that the Member, or the Member's representative, may attend the Management Committee Meeting; and
  - (iv) that the Member, or the Member's representative, may address the Management Committee at the meeting and will be given a full and fair opportunity to state the Member's case orally, or in writing, or both.
- (d) At the Management Committee Meeting referred to in Rule 7.3(b) the Management Committee must:
  - (i) give the Member, or the Member's representative, a full and fair opportunity to state the Member's case orally;
  - (ii) give due consideration to any written statement submitted by the Member; and
  - (iii) determine whether or not the Member should be:
    - (A) expelled from the Association; or
    - (B) suspended from membership, and if so, the period that the Member should be suspended from membership; or
    - (C) disciplined by any means considered appropriate, which may include reprimanding the Member; or
    - (D) exonerate the Member
- (e) The Secretary must inform the Member in writing of the decision of the Management Committee and the reasons for the decision, within 7 days of the Management Committee Meeting referred to in Rule 7.3(d).
- (f) If the Management Committee has decided to suspend or expel a Member under Rule 7.3(d), the Member is immediately suspended or expelled from membership from the date of that decision irrespective of whether the Member appeals the decision.

#### **7.4 Right of Appeal against Suspension or Expulsion**

- (a) If a Member is suspended or expelled or disciplined under Rule 7.3, the Member may appeal the Management Committee's decision by giving written notice of appeal to the Secretary within 14 days of receiving notice of the Management Committee's decision.
- (b) The notice of appeal must:

- (i) identify the decision appealed against;
  - (ii) provide a summary of the reasons for the appeal;
  - (iii) request the convening of a General Meeting to consider the appeal.
- (c) The Secretary must issue notice to convene a General Meeting to consider the appeal within 14 days after receiving a notice of appeal.
- (d) At the General Meeting referred to in Rule 7.4(c):
  - (i) the Member, or the Member's representative, must be given a full and fair opportunity to state the Member's case orally;
  - (ii) the General Meeting may give consideration to any written statement submitted by the Member; and
  - (iii) the General Meeting must determine by resolution;
    - (A) whether or not the decision of the Management Committee should be upheld or changed; and
    - (B) if changed, then what the decision should be.

## **7.5 Reinstatement of a Member**

If the Management Committee's decision to suspend or expel or discipline a Member is revoked under these Rules, any act performed by the Management Committee or Members in General Meeting during the period that the Member was suspended or expelled from membership under Rule 7.3(e), is deemed to be valid, notwithstanding the Member's inability to exercise their rights or privileges of membership, including voting rights, during that period.

## **7.6 When a Member is Suspended**

- (a) If a Member's membership is suspended under Rule 7.3(e), the Secretary must record in the Register:
  - (i) the name of the Member that has been suspended from membership;
  - (ii) the date on which the suspension takes effect; and
  - (iii) the length of the suspension as determined by the Management Committee under Rule 7.3(d)(iii)(B).
- (b) A Member that has been suspended under Rule 7.3(e) cannot exercise any rights or privileges of membership, including voting rights, during the period they are suspended from membership.
- (c) Upon the expiry of the period of a Member's suspension, the Secretary must record in the Register that the Member is no longer suspended.

# **8. MEMBERSHIP REGISTER**

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## **8.1 Register of Members**

- (a) The Secretary or a person authorised by the Management Committee from time to time must maintain a register of Members and make sure that the Register is up to date.

- (b) The Register must contain:
  - (i) the full name of each Member;
  - (ii) a contact postal, business or residential address, and an email address of each Member;
  - (iii) the class of membership held by the Member;
  - (iv) the date on which the person became a Member; and
  - (v) the name and contact details of any person appointed by the Member under Rule 6.3(a).
- (c) Any change in membership of the Association must be recorded in the Register within 28 days after the change occurs.
- (d) The Register must be kept and maintained at the Association's listed office or at such other place as the Management Committee decides.

## **8.2 Inspecting the Register**

- (a) Any Member, or a person appointed by a Member under Rule 6.3(a), is able to inspect the Register free of charge, at such time and place as is mutually convenient to the Association and the Member.
- (b) A Member must contact the Secretary to request to inspect the Register.
- (c) The Member may make a copy of details from the Register but has no right to remove the Register for that purpose.

## **8.3 Copy of the Register**

- (a) A Member, or a person appointed by a Member under Rule 6.3(a), may make a request in writing for a copy of the Register.
- (b) The Management Committee may require a Member who requests a copy of the Register to provide a statutory declaration setting out the purpose of the request and declaring that the purpose is connected with the affairs of the Association.
- (c) The Association may charge a reasonable fee to the Member for providing a copy of the Register, the amount to be determined by the Management Committee from time to time.

## **8.4 When Using the Information in the Register is Prohibited**

A Member, or a person appointed by a Member under Rule 6.3(a), must not use or disclose the information on the Register:

- (a) to gain access to information that a Member has deliberately denied them (that is, in the case of social, family or legal differences or disputes);
- (b) to contact, send material to the Association or a Member for the purpose of advertising for political, religious, charitable or commercial purposes unless the use of the information is approved by the Management Committee; or
- (c) for any other purpose unless the purpose:
  - (i) is directly connected with the affairs of the Association; or

- (ii) relates to the provision of information to the Commissioner in accordance with a requirement of the Act.

## 9. MEMBERSHIP LEVY

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### 9.1 Members Discretionary Levy

- (a) Subject to Rule 30.1(a), the Management Committee may from time to time determine the amount of a Member's discretionary levy to be paid by each Member or each class of Members from time to time.
- (b) Each Member must pay the Member's discretionary levy determined under Rule 9.1(a) to the Treasurer, or a person authorised by the Management Committee to receive payments, as and when decided by the Management Committee.
- (c) If a Member pays the Member's discretionary levy within 2 calendar months after the due date, the Member retains all the rights and privileges of a Member for the purposes of these Rules during that time, including the right to vote.
- (d) Subject to Rule 9.1(e), if a person fails to pay the Member's discretionary levy within 2 calendar months after the due date, the person ceases to be a Member.
- (e) If a person ceases to be a Member under Rule 9.1(d), and subsequently pays to the Association all the Member's discretionary levy, the Management Committee may, if it thinks fit, reinstate the Member's rights and privileges from the date on which the outstanding levy is paid, including the right to vote.

### 9.2 Annual Membership Levy

- (a) Subject to Rule 30.1(a), the Management Committee may from time to time determine the amount of the annual membership levy, if any, to be paid by each Member or each class of Members.
- (b) Each Member must pay the Member's annual membership levy determined under Rule 9.2(a) to the Treasurer, or a person authorised by the Management Committee to receive payments, annually and within 30 days' of the date of an invoice, which are usually issued annually in July or on any other date that the management Committee determines~~as and when decided by the Management Committee.~~
- (c) If a Member pays the annual membership levy within 2 calendar months after the due date, the Member retains all the rights and privileges of a Member for the purposes of these Rules during that time, including the right to vote.
- (d) Subject to Rule 9.2(e), if a Member fails to pay the annual membership levy within 2 calendar months after the due date, the Member ceases to be a Member of the Association.
- ~~(e)~~ If a Member ceases to be a Member under Rule 9.2(d), and subsequently pays to the Association all the Member's outstanding levy, the Management Committee may, if it thinks fit, reinstate the Member's rights and privileges from the date on which the outstanding levy is paid, including the right to vote.
- ~~(e)(f)~~ In the event a Member ceases to be a Member of the Association under Rule 7.2 prior to the expiry of their term under Rule 5.6(c), the Member will immediately be liable to pay to the Association the annual membership levy payable for the remainder of their membership term (if any). A Member's liability will be the Member's total annual membership levy for the full 3-year membership term less

any annual membership levy in respect of the 3-year membership term paid to the Association, which may be recovered as a debt due to the Association by the Member.

## **10. POWERS AND COMPOSITION OF THE MANAGEMENT COMMITTEE**

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### **10.1 Powers of the Management Committee**

- (a) The governing body of the Association is to be called the Management Committee and it has authority to control and manage the affairs of the Association.
- (b) Subject to the Act, these Rules and any by-law or lawful resolution passed by the Association in General Meeting, the Management Committee:
  - (i) may exercise all powers and functions as may be exercised by the Association, other than those powers and functions that are required by these Rules to be exercised by General Meetings of the Members; and
  - (ii) has power to perform all acts and do all things as appear to the Management Committee to be necessary or desirable for the proper management of the business and affairs of the Association.

### **10.2 Management Committee Members**

- (a) The Management Committee is to consist of:
  - (i) the Office Holders of the Association; and
  - (ii) not less than one other ordinary Management Committee Member.
- (b) The maximum number of other ordinary Management Committee Members is to be determined by the Management Committee.
- (c) The Office Holders of the Association are:
  - (i) the Chairperson;
  - (ii) the Deputy Chairperson;
  - (iii) the Secretary; and
  - (iv) the Treasurer.
- (d) A Management Committee Member must be either:
  - (i) a General Member; or
  - (ii) the Chairperson appointed by the Management Committee from time to time.
- (e) Where a General Member is a local government, body corporate, or incorporated association and is elected as a Management Committee Member that General Member shall be represented on the Management Committee by the person appointed under Rule 6.3(a) as representative for that General Member;
- (f) No person is permitted to hold more than one of the positions set out in Rule 10.2(c) at any time.



- (g) No person shall be entitled to hold a position on the Management Committee if the person has been convicted of, or imprisoned in the previous five years for:
- (i) an indictable offence in relation to the promotion, formation or management of a body corporate;
  - (ii) an offence involving fraud or dishonesty punishable by imprisonment for a period of not less than three months; or
  - (iii) an offence under Part 4 Division 3 or section 127 of the Act,
- unless the person has obtained the consent of the Commissioner.
- ~~(h)~~ No person shall be entitled to hold a position on the Management Committee if the person is:
- ~~(i)~~, according to the Interpretation Act (WA) section 13D, a bankrupt or a person whose affairs are administered under insolvency laws unless the person has obtained the consent of the Commissioner; or
  - ~~(iv)(ii)~~ disqualified from being a responsible entity by the ACNC Commissioner under the ACNC Act.
- ~~(h)(i)~~ The Chairperson must not be when appointed, nor have been within the period of 5 years prior to the appointment, either a Member, a person appointed under Rule 6.3(a) to represent a Member, an employee of a Member or a councillor or officer of a Member.

## **11. ROLE AND RESPONSIBILITIES OF MANAGEMENT COMMITTEE MEMBERS AND OFFICE HOLDERS**

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### **11.1 Obligations of the Management Committee**

The Management Committee must take all reasonable steps to ensure the Association complies with its obligations under the Act and these Rules.

### **11.2 Responsibilities of Management Committee Members**

- (a) A Management Committee Member must exercise his or her powers and discharge his or her duties with a degree of care and diligence that a reasonable person would exercise in the circumstances.
- (b) A Management Committee Member must exercise his or her powers and discharge his or her duties in good faith in the best interests of the Association and for a proper purpose.
- (c) A Management Committee Member or former Management Committee Member must not improperly use information obtained because he or she is a Management Committee Member to:
  - (i) gain an advantage for himself or herself or another person; or
  - (ii) cause detriment to the Association.
- (d) A Management Committee Member or former Management Committee Member must not improperly use his or her position to:
  - (i) gain an advantage for himself or herself or another person; or

- (ii) cause detriment to the Association.
- (e) A Management Committee Member having any material personal interest in a matter being considered at a Management Committee Meeting must:
  - (i) as soon as he or she becomes aware of that interest, disclose the nature and extent of his or her interest to the Management Committee;
  - (ii) disclose the nature and extent of the interest at the next General Meeting of the Association; and
  - (iii) not be present while the matter is being considered at the Management Committee Meeting or vote on the matter.
- (f) Rule 11.2(e) does not apply in respect of a material personal interest that:
  - (i) exists only because the Management Committee Member belongs to a class of persons for whose benefit the Association is established; or
  - (ii) the Management Committee Member has in common with all, or a substantial proportion of, the members of the Association.
- (g) The Secretary must record every disclosure made by a Management Committee Member under Rule 11.2(e) in the minutes of the Management Committee Meeting at which the disclosure is made.
- (h) No Management Committee Member shall make any public statement or comment or cause to be published any words or article concerning the conduct of the Association unless the person is authorised by the Management Committee to do so and such authority is recorded in the minutes of the Management Committee Meeting.

### **11.3 Chairperson**

The Chairperson:

- (a) must consult with the Secretary regarding the business to be conducted at each Management Committee Meeting and each General Meeting;
- (b) may convene special meetings of the Management Committee under Rule 14.1(c);
- (c) may preside over Management Committee Meetings under Rule 14.3;
- (d) may preside over General Meetings under Rule 17.4; and
- (e) must ensure that the minutes of a General Meeting or Management Committee Meeting are reviewed and signed as correct under Rule 20(b).

### **11.4 The Deputy Chairperson**

The Deputy Chairperson:

- (a) shall assist the Chairperson in carrying out his or her duties and responsibilities as described in Rule 11.3; and
- (b) shall perform those duties and responsibilities in the absence of, and in accordance with the instructions of, the Chairperson.

## 11.5 Secretary

- (a) The Secretary shall be responsible for fulfilling the directives of the Management Committee and the day-to-day operations of the Association, and must:
  - (i) co-ordinate the correspondence of the Association;
  - (ii) consult with the Chairperson about all business to be conducted at meetings and convene General Meetings and Management Committee Meetings, including preparing the notices of meetings and of the business to be conducted at each meeting;
  - (iii) keep and maintain in an up to date condition the Rules as required by Rule 24.1 and any by-laws of the Association made in accordance with Rule 25;
  - (iv) maintain the register of the Members, referred to in Rule 8.1;
  - (v) maintain the record of office holders of the Association, referred to in Rule 11.7;
  - (vi) ensure the safe custody of the Books (with the exception of the Accounting Records) of the Association under Rule 27.1;
  - (vii) keep full and correct minutes of Management Committee Meetings and General Meetings; and
  - (viii) perform any other duties as are imposed by these Rules or the Association on the Secretary.
- (b) With the approval of the Management Committee, the Secretary may delegate the duties listed in Rule 11.5(a) to the Executive Officer for the Association.

## 11.6 The Treasurer

- (a) The Treasurer must:
  - (i) ensure all moneys payable to the Association are collected, and that receipts are issued for those moneys in the name of the Association;
  - (ii) ensure the payment of all moneys referred to in Rule 11.6(a)(i) into the account or accounts of the Association as the Management Committee may from time to time direct;
  - (iii) ensure timely payments from the funds of the Association with the authority of a General Meeting or of the Management Committee;
  - (iv) ensure that the Association complies with the account keeping requirements in Part 5 of the Act;
  - (v) ensure the safe custody of the Financial Records of the Association and any other relevant records of the Association;
  - (vi) coordinate the preparation of the Financial Report of the Association prior to its submission to the Annual General Meeting of the Association, as if the Association was a Tier 3 Association;
  - (vii) assist the reviewer or auditor (if any) in performing their functions; and

(viii) perform any other duties as are imposed by these Rules or the Association on the Treasurer.

- (b) With the approval of the Management Committee, the Treasurer may delegate the duties listed in Rule 11.6(a) to the Executive Officer for the Association.

### **11.7 Record of Office Holders**

- (a) The Secretary or a person authorised by the Management Committee from time to time must maintain a record of office holders.
- (b) The record of office holders must include:
  - (i) the full name of each Office Holder;
  - (ii) the office held and the dates of appointment and (if applicable) cessation of the appointment; and
  - (iii) a current contact postal, residential or email address of each Office Holder.
- (c) The record of office holders must be kept and maintained at the Secretary's place of residence, or at such other place as the Management Committee decides.

### **11.8 Inspecting the Record of Office Holders**

- (a) Any Member, or a person appointed by a Member under Rule 6.3(a), is able to inspect the record of Office Holders free of charge, at such time and place as is mutually convenient to the Association and the Member.
- (b) The Member may make a copy of details from the record of Office Holders but has no right to remove the record for that purpose.

## **12. APPOINTING MANAGEMENT COMMITTEE MEMBERS**

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### **12.1 Appointment to the Management Committee**

- (a) Management Committee Members (except for the Chairperson) are appointed to the Management Committee by:
  - (i) election at an Annual General Meeting; or
  - (ii) appointment to fill a casual vacancy under Rule 13.1(b).
- (b) The Chairperson:
  - (i) is appointed by the Management Committee under Rule 3.2;
  - (ii) must satisfy Rule 10.2(h).

### **12.2 Nominating for Membership of the Management Committee**

- (a) The Secretary must send a notice calling for nominations for election to the Management Committee and specifying the date for the close of nominations, to all General Members at least twenty one (21) days before the date on which the Annual General Meeting is to be held.

- (b) Nominations for election to the Management Committee shall close not less than seven (7) days before the Annual General Meeting.
- (c) The nomination for election must be in the prescribed form:
  - (i) in writing;
  - (ii) signed by the nominator (or the nominator's representative appointed pursuant to Rule 6.3), and the nominee to signify their willingness to stand for election; and
  - (iii) delivered in person, by facsimile transmission, email or post to the Secretary on or before the date for the close of nominations.
- (d) If a nomination for election to the Management Committee is not made in accordance with Rules 12.2(c) the nomination is to be deemed invalid and the Member will not be eligible for election unless Rule 12.3(c) applies.

### **12.3 Electing Management Committee Members**

- (a) If the number of valid nominations received under Rule 12.2 is equal or less than to the number of vacancies to be filled for the relevant position on the Management Committee, the Member nominated shall be deemed to be elected at the Annual General Meeting.
- (b) If the number of valid nominations exceeds the number of vacancies to be filled for the relevant position on the Management Committee, elections for the positions must be conducted at the Annual General Meeting.
- (c) If there are not enough valid nominations to fill the number of vacancies for the relevant positions on the Management Committee, the candidates nominated are (if any) deemed to be elected and further nominations may be received from the floor of the Annual General Meeting.
- (d) A General Member who is eligible for election or re-election may have another General Member nominate him or her from the floor for election or re-election.
- (e) Where the number of nominations from the floor exceeds the remaining number of vacancies on the Management Committee, elections for those positions must be conducted.
- (f) If an insufficient number of nominations are received from the floor for the number of vacancies on the Management Committee that remain, each position on the Management Committee for which there is no nomination is declared vacant by the person presiding at the Annual General Meeting and Rule 13.1(b) applies.
- (g) The elections for Office Holders or ordinary Management Committee Members are to be conducted at the Annual General Meeting in the manner directed by the Management Committee.
- (h) A list of candidates, names in alphabetical order, with the names of the Members who nominated each candidate, must accompany the notice of the Annual General Meeting.

### **12.4 Voting in Elections for Membership of the Management Committee**

- (a) Subject to Rule 19.3(d), each Member (who is a natural person, or a person representing a Member under Rule 6.3(a)) present in person, or present through

the use of technology under Rule 17.1(a)(ii), and eligible to cast a vote at the Annual General Meeting may vote for one candidate for each vacant position on the Management Committee.

- (b) A Member who nominates for election or re-election may vote for himself or herself.
- (c) Elections for a position on the Management Committee at the Annual General Meeting shall be conducted by secret ballot. If any candidates receive an equal number of votes, the successful candidate shall be determined by a second or further ballots between the candidates with the equal number of votes until a clear winner is determined.

## **12.5 Term of Office of Management Committee Members**

- (a) At each Annual General Meeting of the Association, the appointment of:
  - (i) the Deputy Chairperson, Secretary, and Treasurer shall be elected for a term of one (1) year; and
  - (ii) the remaining Management Committee Member or Members to be appointed at the Annual General Meeting shall be elected for a term of one (1) year.
- (b) A Management Committee Member's term will commence on the date of:
  - (i) election at an Annual General Meeting; or
  - (ii) appointment to fill a casual vacancy that arises under Rule 13.1(b); or
  - (iii) in the case of an independent Chairperson appointed by the Management Committee under Rule 3.2, the date of such appointment.
- (c) All retiring Management Committee Members are eligible, on nomination under Rule 12.2, for re-election.

## **13. CEASING TO BE A MEMBER OF THE MANAGEMENT COMMITTEE**

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### **13.1 Vacant Positions on the Management Committee**

- (a) A casual vacancy occurs in the office of a Management Committee Member and that office becomes vacant if the Management Committee Member:
  - (i) dies;
  - (ii) ceases to be a Member;
  - (iii) becomes disqualified from holding a position under Rule 10.2 (f) or (g) as a result of bankruptcy or conviction of a relevant criminal offence;
  - (iv) becomes permanently incapacitated by mental or physical ill-health;
  - (v) resigns from office under Rule 13.2;
  - (vi) is removed from office under Rule 13.3;
  - (vi)(vii) becomes prohibited or disqualified from being a responsible entity by the ACNC Commissioner under the ACNC Act; or
  - (vii)(viii) is absent from more than:



- (A) three (3) consecutive Management Committee Meetings without leave of absence that has been granted by the Management Committee; or
  - (B) three (3) Management Committee Meetings in the same Financial Year without tendering an apology to the person presiding at each of those Management Committee Meetings, where the Management Committee Member received notice of the meetings, and the Management Committee has resolved to declare the office vacant.
- (b) If a position on the Management Committee is declared vacant under Rule 12.3(f), or there is a casual vacancy within the meaning of Rule 13.1(a), the continuing Management Committee Members may:
  - (i) appoint a Member to fill that vacancy until the conclusion of the next Annual General Meeting; and
  - (ii) subject to Rule 13.1(c), act despite the vacant position on the Management Committee.
- (c) If the number of Management Committee Members is less than the number fixed under Rule 1.4 as the quorum for Management Committee Meetings, the continuing Management Committee Members may act only to:
  - (i) increase the number of Members on the Management Committee to the number required for a quorum; or
  - (ii) convene a General Meeting of the Association.
- (d) Where a Management Committee Member is a General Member that is a local government, body corporate or incorporated association which has appointed a person under Rule 6.3(a):
  - (i) the General Member that is a local government, body corporate or incorporated association that appointed that person may give written notice to the Secretary that such person has ceased to be the General Member's appointed representative, and nominate a replacement person as appointed representative; and
  - (ii) upon service of that notice the person who has ceased to be the representative shall cease to be the Management Committee Member, and the replacement person shall become the Management Committee Member, for that General Member.

## **13.2 Resigning from the Management Committee**

- (a) A Management Committee Member may resign from the Management Committee by giving written notice of resignation to the Secretary, or if the Management Committee Member is the Secretary, to the Chairperson.
- (b) The Management Committee Member resigns:
  - (i) at the time the notice is received by the Secretary or Chairperson under Rule 13.2(a); or
  - (ii) if a later time is stated in the notice, at the later time.

### **13.3 Removal from the Management Committee**

- (a) A Management Committee Member may only be removed from the Management Committee pursuant to Rule 13.1(a)(vi) by a resolution at a General Meeting of the Association.
- (b) The Management Committee Member who faces removal from the Management Committee must be given a full and fair opportunity at the General Meeting to decide the proposed resolution, to state his or her case as to why the Member should not be removed from his or her position on the Management Committee.
- (c) If all Management Committee Members are removed by resolution at a General Meeting, the Members must, at the same General Meeting, elect an interim Management Committee. The interim Management Committee must, within two months, convene a General Meeting of the Association for the purpose of electing a new Management Committee.

## **14. MANAGEMENT COMMITTEE MEETINGS**

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### **14.1 Meetings of the Management Committee**

- (a) The Management Committee must meet at least four (4) times in each year..
- (b) The Management Committee is to determine the place and time of all Management Committee Meetings.
- (c) Meetings of the Management Committee may be convened under Rule 14.2 by:
  - (i) the Chairperson; or
  - (ii) any two Management Committee Members.

### **14.2 Notice of Management Committee Meetings**

- (a) The Secretary must give each Management Committee Member at least 48 hours' notice of each Management Committee Meeting before the time appointed for holding the meeting.
- (b) Notice of a Management Committee Meeting must specify the general nature of the business to be transacted at the meeting.
- (c) Subject to Rule 14.2(d), only the business specified on the notice of the Management Committee Meeting is to be conducted at that meeting.
- (d) Urgent business may be conducted at Management Committee Meetings if the Management Committee Members present at a Management Committee Meeting unanimously agree to treat the business as urgent.

### **14.3 Chairing at Management Committee Meetings**

- (a) The Chairperson or, in the Chairperson's absence, the Deputy-Chairperson is to preside as the chair of each Management Committee Meeting.
- (b) If the Chairperson and the Deputy-Chairperson are absent or unwilling to act, the remaining Management Committee Members must choose one of their number to preside as the chair of that Management Committee Meeting.

#### 14.4 Procedure of the Management Committee Meeting

- (a) The quorum for a Management Committee Meeting is specified at Rule 1.4. The Management Committee cannot conduct business unless a quorum is present.
- (b) If, within half an hour of the time appointed for the meeting, a quorum is not present the meeting is to stand adjourned to the same time, day and place in the following week.
- (c) If at a meeting adjourned under Rule 14.4(b), a quorum is not present within half an hour of the time appointed for the meeting, the Management Committee Members personally present will constitute a quorum.
- (d) Management Committee Meetings may take place:
  - (i) where the Management Committee Members are physically present together; or
  - (ii) where the Management Committee Members are able to communicate by using any technology that reasonably allows, at the discretion of the person who is the chair of that meeting or a majority of those Management Committee Members physically present, the Management Committee Member to participate fully in discussions as they happen in the Management Committee Meeting and in making decisions, provided that the participation of each Management Committee Member in the Management Committee Meeting must be made known to all other Management Committee Members.
- (e) A Management Committee Member who participates in a meeting as set out in Rule 14.4(d)(ii):
  - (i) is deemed to be present at the Management Committee Meeting; and
  - (ii) continues to be present at the meeting for the purposes of establishing a quorum,

until the Management Committee Member notifies the other Management Committee Members that he or she is no longer taking part in the Management Committee Meeting.
- (f) Subject to these Rules, the Management Committee Members present at the Management Committee Meeting are to determine the procedure and order of business to be followed at a Management Committee Meeting.
- (g) Subject to Rule 14.5, all Management Committee Members have the right to attend and vote at Management Committee Meetings.
- (h) All Members, or other guests, may attend Management Committee Meetings if invited by the Management Committee but the person shall not have any right to comment without invitation, or any right to vote.
- (i) The Secretary or a person authorised by the Management Committee from time to time must keep minutes of the resolutions and proceedings of all Management Committee Meetings together with a record of the names of persons present at each meeting.

#### **14.5 Voting at Management Committee Meetings**

- (a) Each Management Committee Member (except the person appointed to chair the meeting) present at a Management Committee Meeting has a deliberative vote.
- (b) A question arising at a Management Committee Meeting is to be decided by a majority of votes, but if there is an equality of votes, the person appointed to chair the Management Committee Meeting as set out in Rule 14.3 is entitled to exercise a casting vote.
- (c) Decisions may be made by general agreement or a show of hands.
- (d) A poll by secret ballot must be used if requested by any one Management Committee Member who requires a matter to be determined in this way and the person presiding as chair of the Management Committee Meeting will oversee the ballot.

#### **14.6 Acts not Affected by Defects or Disqualifications**

Any act performed by the Management Committee, a sub-committee or a person acting as a Management Committee Member is deemed to be valid even if the act was performed when:

- (a) there was a defect in the appointment of a Management Committee Member, sub-committee or person holding a subsidiary office; or
- (b) a Management Committee Member, a sub-committee member or a person holding a subsidiary office was disqualified from being a Member.

#### **14.7 Unanimous Resolutions Without Meeting**

- (a) A resolution signed by all members of the Management Committee and delivered to the Secretary shall have the same effect as if passed at a Management Committee Meeting.
- (b) A resolution pursuant to Rule 14.7 may be executed in any number of counterparts (whether in original or a copy transmitted by facsimile or pdf document transmitted by email), all of which taken together constitute one and the same document, and the resolution will be deemed to be made at the time the last resolution document signed by a Management Committee Member is received by the Secretary.

### **15. REMUNERATION OF MANAGEMENT COMMITTEE MEMBERS**

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Subject to Rule 3.2(a) and 4(c), a Management Committee Member must not receive any remuneration for their services as a Management Committee Member.

### **16. SUB-COMMITTEES AND DELEGATION**

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#### **16.1 Appointment of Sub-Committee**

- (a) The Management Committee may appoint (or may cancel) one or more sub-committees as considered appropriate by the Management Committee from time to time to assist with the conduct of the Association's operations, or to examine or report on any matter.

- (b) Sub-committees may comprise (in such numbers as the Management Committee determines) Members and non-members.
- (c) Subject to these Rules, the sub-committee members present at the sub-committee meeting are to determine the procedure and order of business to be followed at the sub-committee meeting.
- (d) The sub-committee shall remain responsible to, and must follow any directions of, the Management Committee at all times.

## **16.2 Delegation by Management Committee to Sub-Committee**

- (a) The Management Committee may delegate, in writing, to any or all of the sub-committees, any authority, power or functions and may cancel any authority, powers or functions, as the Management Committee sees fit from time to time.
- (b) Despite any delegation under this Rule, the Management Committee may continue to exercise all its functions, including any function that has been delegated to a sub-committee and remains responsible for the exercise of those functions at all times.

## **16.3 Delegation to Subsidiary Offices**

- (a) The Management Committee may create and fill such subsidiary office as may be necessary for the proper and efficient management of the Association's affairs.
- (b) The Management Committee may delegate, in writing, to any person holding a subsidiary office any authority, power or functions and may cancel any authority, powers or functions, as the Management Committee sees fit from time to time.
- (c) Despite any delegation under this Rule, the Management Committee may continue to exercise all its functions, including any function that has been delegated to a subsidiary office and remains responsible for the exercise of those functions at all times.

# **17. GENERAL MEETINGS**

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## **17.1 Procedure for General Meetings**

- (a) General Meetings may take place where the Members (being a natural person or represented by a person appointed under Rule 6.3(a)):
  - (i) are physically present together; or
  - (ii) where the Members are able to communicate by using any technology that reasonably allows the Member to participate fully in discussions as they happen in the General Meeting and in making any decisions, provided that:
    - (A) the use of technology is permitted either by the person presiding as chair of the meeting or by a resolution of those Members physically present; and
    - (B) the participation of the Member in the General Meeting must be made known to all other Members.
- (b) A Member who participates in a meeting as set out in Rule 17.1(a)(ii):

- (i) is deemed to be present at the General Meeting; and
- (ii) continues to be present at the General Meeting for the purposes of establishing a quorum,

until the Member notifies the other Members that he or she is no longer taking part in the General Meeting.

## **17.2 Quorum for General Meetings**

- (a) The Quorum for General Meetings is specified in Rule 1.4.
- (b) Subject to Rules 17.2(c) and (d), no business is to be conducted at a General Meeting unless a quorum of Members entitled to vote under these Rules is present at the time when the meeting is considering that item.
- (c) If, within thirty (30) minutes of the time appointed for the commencement of a General Meeting, a quorum is not present:
  - (i) in the case of a Special General Meeting, the meeting is to stand adjourned to:
    - (A) a place, date, and time as determined by the Management Committee; and
    - (B) the Secretary must give notice of the adjourned Special General Meeting in the same or substantially the same manner as General Meetings are convened;
  - (ii) in the case of an Annual General Meeting, the meeting is to stand adjourned to:
    - (A) the same time and day in the following week; and
    - (B) the same place unless another place is specified by the person acting as the chair of that Annual General Meeting at the time of the adjournment or by written notice to the Members given before the day to which the meeting is adjourned.
- (d) If at the adjourned meeting a quorum is not present within thirty (30) minutes of the time appointed for the commencement of the meeting, the Members present in person, or present through the use of technology under Rule 17.1(a)(ii), and eligible to cast a vote at the meeting are to constitute a quorum.

## **17.3 Notice of General Meetings and Motions**

- (a) The Secretary must give at least:
  - (i) 21 days' notice of a General Meeting to each Member, or
  - (ii) 21 days' notice of a General Meeting to each Member if a Special Resolution is proposed to be moved at the General Meeting.
- (b) The notice convening a General Meeting must specify:
  - (i) the place, date and time of the meeting; and
  - (ii) the particulars and order of the business to be conducted at the meeting.



- (c) The notice convening a General Meeting or any notice of motion must be issued in the manner prescribed by Rule 2.3.

#### **17.4 Presiding Member**

- (a) The Chairperson, or in the Chairperson's absence the Deputy-Chairperson, is to preside as chair of each General Meeting.
- (b) If the Chairperson and the Deputy-Chairperson are absent or unwilling to act, the remaining Management Committee Members must choose one of their number to preside as chair of the General Meeting.

#### **17.5 Adjournment of General Meetings**

- (a) The person presiding over a General Meeting, at which a quorum is present, may adjourn the meetings from time to time and place to place with the consent of a majority of Members present in person, or present through the use of technology under Rule 17.1(a)(ii), and eligible to cast a vote at the meeting.
- (b) No business is to be conducted at an adjourned meeting other than the unfinished business from the meeting that was adjourned.
- (c) When a General Meeting is adjourned for 14 days or more, the Secretary must give notice of the adjourned meeting in accordance with Rules 23 and 17.3 as if that General Meeting was a new General Meeting.

### **18. SPECIAL GENERAL MEETINGS**

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#### **18.1 Special General Meeting**

- (a) The Management Committee may at any time convene a Special General Meeting of the Association.
- (b) The Secretary must issue a notice to convene a Special General Meeting of the Association within 28 days after receiving a written request to do so from at least 20 per cent of the total number of General Members.

#### **18.2 Request for Special General Meeting**

A request by the General Members for a Special General Meeting must:

- (a) state the purpose of the meeting;
- (b) be signed by the required number of General Members making the request as specified in Rule 18.1(b); and
- (c) be lodged with the Secretary.

#### **18.3 Failure to Convene Special General Meeting**

- (a) If the Secretary fails to convene a Special General Meeting within the 28 days referred to in Rule 18.1(b), the General Members who made the request may convene a Special General Meeting within 3 months after the original request was lodged as if the Members were the Management Committee.
- (b) A Special General Meeting must be convened in the same or substantially the same manner as General Meetings are convened by the Management Committee

and the Association must pay the reasonable expenses of convening and holding the Special General Meeting.

## **19. MAKING DECISIONS AT GENERAL MEETINGS**

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### **19.1 Special Resolutions**

- (a) A Special Resolution must be moved at a General Meeting where notice of the Special Resolution has been given under Rule 19.1(c).
- (b) A Special Resolution of the Association is required to:
  - (i) amend the name of the Association;
  - (ii) amend the Rules, under Rule 24.2;
  - (iii) affiliate the Association with another body;
  - (iv) transfer the incorporation of the Association;
  - (v) amalgamate the Association with one or more other incorporated associations;
  - (vi) voluntarily wind up the Association;
  - (vii) cancel incorporation; ~~or~~
  - (viii) request that a statutory manager be appointed; or-
  - ~~(viii)(ix) sell, transfer or otherwise dispose of any land owned by the Association.~~
- (c) Notice of a Special Resolution must:
  - (i) be in writing;
  - (ii) include the place, date and time of the meeting;
  - (iii) include the intention to propose a Special Resolution;
  - (iv) set out the wording of the proposed Special Resolution; and
  - (v) be given in accordance with Rule 2.3.
- (d) If notice is not given in accordance with Rule 19.1(c), the Special Resolution will have no effect.
- (e) A Special Resolution must be passed at a General Meeting at which there is a quorum and be supported by the votes of not less than three-fourths of the Members present in person, or present through the use of technology under Rule 17.1(a)(ii), and eligible to cast a vote at the meeting.

### **19.2 Ordinary Resolutions**

Subject to these Rules, a majority of votes will determine an Ordinary Resolution.

### **19.3 Voting at meetings**

- (a) Subject to these Rules, each General Member has one vote at a General Meeting of the Association.

- (b) A person casts a vote at a meeting either by:
  - (i) voting at the meeting either in person; or
  - (ii) through the use of technology under Rule 17.1(a)(ii).
- (c) In the case of an equality of votes at a General Meeting, the person acting as chair of the meeting is entitled to exercise a second or casting vote.
- (d) A Member is only entitled to vote at a General Meeting if the Member's name is recorded in the Register (and where required has appointed a person under Rule 6.3(a)), as at the date the notice of the General Meeting was sent out under Rule 17.3.

#### **19.4 Manner of Determining Whether Resolution Carried**

- (a) Unless a Poll is demanded under Rule 19.5, if a question arising at a General Meeting of the Association is determined by general agreement or a show of hands, a declaration must be made by the person acting as chair of the General Meeting that the resolution has been:
  - (i) carried unanimously;
  - (ii) carried by a particular majority; or
  - (iii) lost.
- (b) If the declaration relates to a Special Resolution, then subject to Rule 19.1(c), the declaration should state that a Special Resolution has been determined.
- (c) The declaration made under Rule 19.4(a) must be entered into the minute book of the Association.
- (d) The entry in the minute book of the Association under Rule 19.4(c) is evidence of the fact that the resolution has been determined, without proof of the number or proportion of the votes recorded in favour of or against that resolution.

#### **19.5 Poll at General Meetings**

- (a) At a General Meeting, a Poll on any question may be demanded by either:
  - (i) the person acting as chair of the meeting; or
  - (ii) at least three Members of the Members present in person, or present through the use of technology under Rule 17.1(a)(ii), and eligible to cast a vote at the meeting.
- (b) If a Poll is demanded at a General Meeting, the Poll must be taken in a manner as the person acting as chair of the meeting directs and a declaration by the person acting as chair of the result of the Poll is evidence of the matter so declared.
- (c) If a Poll is demanded at a General Meeting, the Poll must be taken:
  - (i) immediately in the case of a Poll which relates to electing a person to preside over the meeting;
  - (ii) immediately in the case of a Poll which relates to adjourning the meeting; or

- (iii) in any other case, in the manner and time before the close of the meeting as the person acting as chair directs.

## **20. MINUTES OF MEETINGS**

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- (a) The Secretary or a person authorised by the Management Committee from time to time must keep minutes of the resolutions and proceedings of all General Meetings and Management Committee Meetings together with a record of the names of persons present at each meeting. The minutes are to be taken and then to be entered within 30 days after the holding of each meeting, into a minute book kept for that purpose.
- (b) The Chairperson must ensure that the minutes of a General Meeting or Management Committee Meeting under Rule 20(a) are reviewed and signed as correct by:
  - (i) the person acting as chair of the General Meeting or Management Committee Meeting to which those minutes relate; or
  - (ii) the person acting as chair of the next succeeding General Meeting or Management Committee Meeting.
- (c) When minutes have been entered and signed as correct under this Rule, they are, until the contrary is proved, evidence that:
  - (i) the General Meeting or Management Committee Meeting to which they relate was duly convened and held;
  - (ii) all proceedings recorded as having taken place at the General Meeting or Management Committee Meeting did in fact take place at the meeting; and
  - (iii) all appointments or elections purporting to have been made at the meeting have been validly made.
- (d) The minutes of General Meetings may be inspected by a Member under Rule 27.2.
- (e) The minutes of Management Committee Meetings may be inspected by a Member under Rule 27.2 unless the Management Committee determines that the minutes of Management Committee Meetings generally, or the minutes of a specific Management Committee Meeting are not to be available for inspection.

## **21. FUNDS AND ACCOUNTS**

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### **21.1 Control of Funds**

- (a) The funds of the Association must be kept in an account in the name of the Association in a financial institution determined by the Management Committee.
- (b) The funds of the Association are to be used in pursuance of the objects of the Association.
- (c) The Treasurer shall open and operate and maintain bank accounts in the name of the Association and shall have all moneys received by the Association deposited into such an account.

- (d) The Treasurer may open accounts with any financial institution in the name of the Association for the investment of Association moneys received into an Association bank account.
- (e) Payments from an Association account with any bank or other financial institution shall only be made if authorised by both:
  - (i) the Treasurer or in the Treasurer's absence by a duly authorised Management Committee Member; and
- (f) another duly authorised Management Committee Member. All expenditure above the maximum amount set by the Management Committee from time to time must be approved or ratified at a Management Committee Meeting.

## **21.2 Source of Association Funds**

- (a) The funds of the Association may be derived from a levy of Members, donations, State or Commonwealth grants, interest, and any other sources approved by the Management Committee.
- (b) The Association must, as soon as practicable:
  - (i) deposit all money received by the Association, to the credit of the Association's bank account, without deduction; and
  - (ii) after receiving any money, issue an appropriate receipt.

## **21.3 Financial Records**

- (a) The Association must keep Financial Records that:
  - (i) correctly record and explain its transactions, financial position and performance; and
  - (ii) enable true and fair financial statements to be prepared in accordance with Part 5 of the Act.
- (b) The Association must retain its Financial Records for at least 7 years after the transactions covered by the records are completed.

## **21.4 Financial Reports**

- (a) For each financial year, the Association must ensure that the requirements under Part 5 of the Act are met.
- (b) Without limiting Rule 21.4(a), those requirements include—
  - (i) the preparation of a Financial Report;
  - (ii) an audit of the Financial Report; and
  - (iii) the presentation of the Financial Report to the Annual General Meeting (and a copy of the auditor's report); and
  - (iv) if required by the regulations made under the Act, the lodgement of the annual return with the Commissioner.

## **21.5 Audit of the Financial Report**

The Association must ensure that an audit is undertaken of the Financial Report of the Association.

## **22. FINANCIAL YEAR OF THE ASSOCIATION**

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The financial year of the Association is the period of 12 months commencing on 1 July and ending on 30 June.

## **23. ANNUAL GENERAL MEETINGS**

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### **23.1 Annual General Meeting**

- (a) Subject to Rule 23.1(b), the Association must convene an Annual General Meeting each calendar year:
  - (i) within 6 months after the end of the Association's Financial Year; or
  - (ii) within a longer period as the Commissioner may allow.
- (b) If the Association requires the approval from the Commissioner to hold its Annual General Meeting within a longer period under Rule 23.1(a)(ii), the Secretary must apply to the Commissioner no later than four months after the end of the Association's Financial Year.

### **23.2 Notice of Annual General Meeting**

The notice convening an Annual General Meeting must specify that it is the Annual General Meeting of the Association and otherwise must comply with Rules 2.3 and 17.3 (as applicable).

### **23.3 Business to be Conducted at Annual General Meeting**

- (a) Subject to Rule 23.1, the Annual General Meeting of the Association is to be convened on a date, time and place as the Management Committee decides.
- (b) At each Annual General Meeting of the Association, the business of the Annual General Meeting shall include in this order:
  - (i) confirmation of the minutes of the last preceding Annual General Meeting and of any Special General Meeting held since that meeting if the minutes of that Special General Meeting have not yet been confirmed;
  - (ii) the Chairperson's report;
  - (iii) the Treasurer's report;
  - (iv) the Association, must present the Financial Report of the Association for the preceding Financial Year;
  - (v) if applicable, appoint or remove an auditor in accordance with the Act;
  - (vi) present a copy of the auditor's report to the Association;
  - (vii) the election of the Office Holders and ordinary Management Committee Members whose terms expire;
  - (viii) special business of which notice is given; and



- (ix) general business.

## **24. RULES OF THE ASSOCIATION**

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### **24.1 Rules of the Association**

- (a) These Rules bind every Member and the Association and each Member agrees to comply with these Rules.
- (b) The Association must provide, free of charge, a copy of the Rules in force, at the time membership commences, to each person who becomes a Member under Rule 5.5.
- (c) The Association must keep a current copy of the Rules.

### **24.2 Amendment of Rules, Name and Objects**

- (a) The Association may only alter, rescind or add to these Rules by Special Resolution at a General Meeting.
- (b) When a Special Resolution amending the Rules is passed, the required documents must be lodged with the Commissioner within:
  - (i) one month after the Special Resolution is passed; or
  - (ii) a longer period as the Commissioner may allow.
- (c) Subject to Rule 24.2(d), an amendment to the Rules does not take effect until the required documents are lodged with the Commissioner under Rule 24.2(b).
- (d) An amendment to the Rules that changes or has the effect of changing:
  - (i) the name of the Association; or
  - (ii) the objects or purposes of the Association,
 does not take effect until the required documents are lodged with the Commissioner under Rule 24.2(b) and the approval of the Commissioner is given in writing.
- (e) The Association must in writing notify the Australian Tax Office of any alterations to the Rules.

## **25. BY-LAWS OF THE ASSOCIATION**

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- (a) The Members of the Association may make, amend and repeal by-laws for the management of the Association by Ordinary Resolution at a General Meeting provided that the by-laws are not inconsistent with the Rules or the Act.
- (b) The by-laws made under Rule 25(a):
  - (i) do not form part of the Rules;
  - (ii) may make provision for:
    - (A) rights and obligations that apply to each class of membership;

- (B) requirements for financial reporting, financial accountability or audit of accounts in addition to those prescribed by the Act and the Rules;
  - (C) restrictions on the powers of the Management Committee including the power to dispose of assets; and
  - (D) any other matter that the Association considers necessary or appropriate; and
- (iii) must be available for inspection by Members.

## **26. AUTHORITY REQUIRED TO BIND ASSOCIATION**

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### **26.1 Executing Documents**

The Association may execute a document without using a common seal if the document is signed by:

- (a) any two Management Committee Members; or
- (b) one Management Committee Member and a person authorised by the Management Committee.

### **26.2 Use of the Common Seal**

- (a) If the Association has a common seal on which its corporate name appears in legible characters:
  - (i) the Secretary or any other person as the Management Committee from time to time decides must provide for its safe custody; and
  - (ii) it must only be used under resolution of the Management Committee.
- (b) The Association executes a document with its common seal, if the fixing of the seal is done:
  - (i) under resolution of the Management Committee; and
  - (ii) witnessed by any two of the Chairperson, the Deputy Chairperson, or the Secretary.
- (c) Every use of the common seal must be recorded in the Management Committee's minute book.

## **27. THE ASSOCIATION'S BOOKS AND RECORDS**

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### **27.1 Custody of the Books of the Association**

- (a) Except as otherwise decided by the Management Committee from time to time, the Secretary must keep in his or her custody or under his or her control all of the Books of the Association with the exception of including the Financial Records, which, except as otherwise directed by the Management Committee from time to time, are to be kept under the custody or control of the Treasurer.
- (b) The Books of the Association must be retained for at least 7 years.

## **27.2 Inspecting the Books of the Association**

- (a) Subject to these Rules, and in particular Rule 20(e), a Member is able to inspect the Books of the Association, with the exception of the Financial Records, free of charge at such time and place as is mutually convenient to the Association and the Member.
- (b) A Member must contact the Secretary to request to inspect the Books of the Association.
- (c) The Member may copy details from the Books of the Association but has no right to remove the Books of the Association for that purpose.

## **27.3 Prohibition on Use of Information in the Books of the Association**

A Member must not use or disclose information in the Books of the Association except for a purpose:

- (a) that is directly connected with the affairs of the Association; or
- (b) related to the provision of the information to the Commissioner in accordance with a requirement of the Act.

## **27.4 Returning the Books of the Association**

Outgoing Management Committee Members are responsible for transferring all relevant assets and Books of the Association to the new Management Committee within 14 days of ceasing to be a Management Committee Member.

# **28. RESOLVING DISPUTES**

---

## **28.1 Disputes Arising under the Rules**

- (a) This Rule applies to:
  - (i) disputes between Members; and
  - (ii) disputes between the Association and one or more Members that arise under the Rules or relate to the Rules of the Association.
- (b) In this Rule "Member" includes any former Member whose membership ceased not more than six months before the dispute occurred.
- (c) The parties to a dispute must attempt to resolve the dispute between themselves within 14 days of the dispute coming to the attention of each party.
- (d) If the parties are unable to resolve the dispute, any party to the dispute may refer the dispute to the Management Committee under Rule 28.2 or to mediation under Rule 28.3 by giving written notice to the Secretary and to the other parties specifying:
  - (i) the parties to the dispute,
  - (ii) details of, the dispute, and
  - (iii) whether the dispute is referred to the Management Committee for determination or to mediation.

## **28.2 Determination by Management Committee**

If the dispute is referred to the Management Committee:

- (a) The Secretary must convene a Management Committee Meeting within 28 days after the Secretary receives notice of the dispute under Rule 28.1(d) for the Management Committee to determine the dispute.
- (b) At the Management Committee Meeting to determine the dispute, all parties to the dispute must be given a full and fair opportunity to state their respective cases orally, in writing or both.
- (c) The Secretary must inform the parties to the dispute of the Management Committee's decision and the reasons for the decision within 7 days after the Management Committee Meeting at which the dispute is determined.

## **28.3 Mediation**

If the dispute is referred to mediation:

- (a) The mediator must be:
  - (i) a person chosen by agreement between the parties; or
  - (ii) in the absence of agreement within 7 days of notice of the dispute under Rule 28.1(d):
    - (A) if the dispute is between a Member and another Member, then a person appointed by the Secretary; or
    - (B) if the Association, the Management Committee or a Management Committee Member are a party to the dispute then a person nominated by the Resolution Institute or its successor organisation, who accepts appointment as mediator.
- (b) A Member can be a mediator, but the mediator cannot be a Member who is a party to the dispute.
- (c) The parties to the dispute must acting reasonably and in good faith attempt to settle the dispute by mediation.
- (d) The parties are to exchange written statements of the issues that are in dispute between them and supply copies to the mediator at least 5 days before the mediation session.
- (e) Subject to any direction from the mediator regarding the procedure for the conduct of the mediation, the mediation will be conducted in accordance with the Mediation Rules of the Resolution Institute.
- (f) The costs of the mediation must be paid for equally by the parties to the dispute.
- (g) The mediator shall be independent of, and act fairly and impartially as between the parties. The Mediator shall assist the parties to negotiate between themselves a mutually acceptable resolution of the dispute.
- (h) Information provided by the parties in the course of the mediation is confidential and cannot be used in any other legal proceedings that may take place in relation to the dispute.

## 28.4 Inability to Resolve Disputes

If a dispute cannot be resolved under the procedures set out in the Rules, any party to the dispute may apply to the State Administrative Tribunal to determine the dispute in accordance with the Act or otherwise at law.

## 29. CANCELLATION AND DISTRIBUTION OF SURPLUS PROPERTY

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- (a) The Association may cease its activities and have its incorporation cancelled in accordance with the Act if the General Members, who are on the Register of Members and who are eligible to vote under the Rules, resolve by Special Resolution that the Association will:
  - (i) apply to the Commissioner for cancellation of its incorporation; or
  - (ii) appoint a liquidator to wind up its affairs.
- (b) The Association must be wound up under Rule 29(a)(ii) and Part 9 of the Act before cancellation can take place if it has outstanding debts or any other outstanding legal obligations, or is a party to any current legal proceedings.
- (c) If, upon the cancellation of the incorporation or winding up of the Association, there remains, Surplus Property, the same must not be paid to or distributed among the Members or Management Committee Members of the Association but must be transferred to one or more institutions, funds or authorities of the type set out in the Act which:
  - (i) have one or more objects similar to the Association Objects;
  - (ii) is a Registered Charity;
  - (iii) is a Deductible Gift Recipient; and
  - (iv) prohibit distribution of its income and property among its members and committee members (or other controlling body) to an extent at least as great as is imposed on the Association by Rule 4.
- (d) If, upon the revocation of the Association's endorsement as a Deductible Gift Recipient, there remains, after satisfaction of all its debts and liabilities, any gifts, Contributions or money received because of such gifts or Contributions, the same must not be paid to, or distributed among, the Members or Management Committee Members of the Association, but must be transferred to one or more institutions, funds or authorities which:
  - (i) have one or more objects similar to the Association Objects;
  - (ii) is a Registered Charity;
  - (iii) is a Deductible Gift Recipient; and
  - (iv) prohibit distribution of its income and property among its members and committee members (or other controlling body) to an extent at least as great as is imposed on the Association by Rule 4.
- (e) The identity of the institutions, funds or authorities referred to in Rules 29(c) and 29(d) must be decided by Special Resolution of the Members.
- (f) Where gifts to an institution, fund or authority are deductible only if, among other things, the conditions set out in the relevant table item in subdivision 30-B of the

ITAA97 are satisfied, a transfer under this rule must be made in accordance with those conditions.

- ~~(c) Upon cancellation of the Association the Surplus Property must only be distributed to one or more of the entities listed in clause 29(d) which:~~
  - ~~(i) must have objects and purposes which are charitable at law and are similar to the objects and purposes of the Association; and~~
  - ~~(ii) must have rules prohibiting the distribution of its assets and income to its members.~~
- ~~(d) Entities to which the Surplus Assets may be distributed pursuant to 29(c) must be either:~~
  - ~~(i) an incorporated association under the Act;~~
  - ~~(ii) a company limited by guarantee that is registered as mentioned in section 150 of the Corporations Act 2001 (Cwth); or~~
  - ~~(iii) a co-operative registered under the Co-operatives Act 2009 that, at the time of the distribution, is a non-distributing co-operative as defined in that Act;~~

~~and the entity must comply with both clause 29(c)(i) and clause 29(c)(ii).~~
- ~~(e) If the Association is wound up or its endorsement as a deductible gift recipient is revoked (whichever occurs first), any surplus of the following assets shall be distributed or transferred to another organisation with similar object, which is charitable at law, to which income tax deductible gifts can be made:~~
  - ~~(i) gifts of money or property for the principal purpose of the Association;~~
  - ~~(ii) contributions made in relation to an eligible fundraising event held for the principal purpose of the Association; and~~
  - ~~(iii) money received by the Association because of such gifts and contributions.~~

## **30. RESERVE POWERS OF THE FOUNDATION GENERAL MEMBERS**

---

### **30.1 Reserve Powers**

During the period of three (3) years (**Reserve Power Period**) immediately following the General Meeting at which this Constitution is adopted by the Association:

- (a) The Management Committee can only impose an annual levy or a discretionary levy on Members pursuant to Rule 9 if the amount of the levy is approved by a resolution of not less than seven (7) of the Foundation General Members. The resolution must be either:
  - (i) at a meeting of the Foundation General Members convened for that purpose by the Secretary or such other person authorised by the Management Committee from time to time; or
  - (ii) by written resolution of the Foundation General Members prepared and sent to all Foundation General Members for that purpose by the Secretary or such other person authorised by the Management Committee from time to time.



- (b) The Management Committee must include at least one (1) member that is a person nominated by a Foundation General Member pursuant to Rule 6.3.

### **30.2 Expiry of Reserve Powers**

From the expiry of the Reserve Power Period this Rule 30 shall cease to apply.

### **30.3 Review of Reserve Powers**

A review of the reserve powers of the Foundation General Members under Rule 30.1 shall be undertaken by the Management Committee within two years of the adoption of this Constitution. Any extension or amendment of the reserve powers of this Rule 30 can only be made pursuant to Rule 24.2.

## **Item 4.1**

### **Proposed Amendments to the Constitution - Explanatory Statement**

---

Based on discussions at Management Committee meetings and after consultation with Jackson McDonald lawyers, certain changes to the CEACA Constitution are proposed.

The legal review by Jackson McDonald has considered the need for CEACA's constitution to satisfy the requirements of ACNC and the Australian Taxation Office.

The proposed Constitution with tracked changes is attached. To summarise, the proposed changes are as follows:

**1. Vision of the Association (Paragraph 1.2)**

"ageing population" changed to "current and future population".

This change reflects the broader view of CEACA in relation to the needs of the Wheatbelt communities.

**2. Objects and Purpose of Association (Paragraph 1.3)**

"aged" changed to "people in need including disadvantaged, aged and individuals with disabilities".

This change reflects the broader view of CEACA in relation to the needs of the Wheatbelt communities.

**3. Definitions (Paragraph 2.1)**

Various changes to bring the Constitution in line with the current standard clauses of charitable entities in respect of ACNC and Taxation related matters.

**4. Applying for Membership (Paragraph 5.4)**

Applicants to apply for a 3-year term.

**5. Becoming a Member (Paragraph 5.6)**

"and terms of Membership" added to the paragraph heading.

Membership terms to be 3-year terms.

**6. Resigning as a Member (Paragraph 7.2)**

A Member which resigns is liable to pay the remaining Membership fees, if any, related to a 3-year term.

**7. Annual Membership Levy (Paragraph 9.2)**

Annual membership levy to be paid annually or as otherwise determined by the Management Committee.

A Member which resigns before the end of the 3-year term is immediately liable to pay the remaining Membership fees, if any, related to the 3-year term.

**8. Secretary and Treasurer (Paragraphs 11.5 and 11.6)**

With the approval of the Management Committee, the Secretary and Treasurer may delegate their duties to the Executive Officer of the Association.

**9. Special Resolutions (Paragraph 19.1)**

“sell transfer or otherwise dispose of any land owned by the Association” is added to the list of items requiring a special resolution (at least 75% approval of Members).

**10. Cancellation and Distribution of Surplus Property (Paragraph 29)**

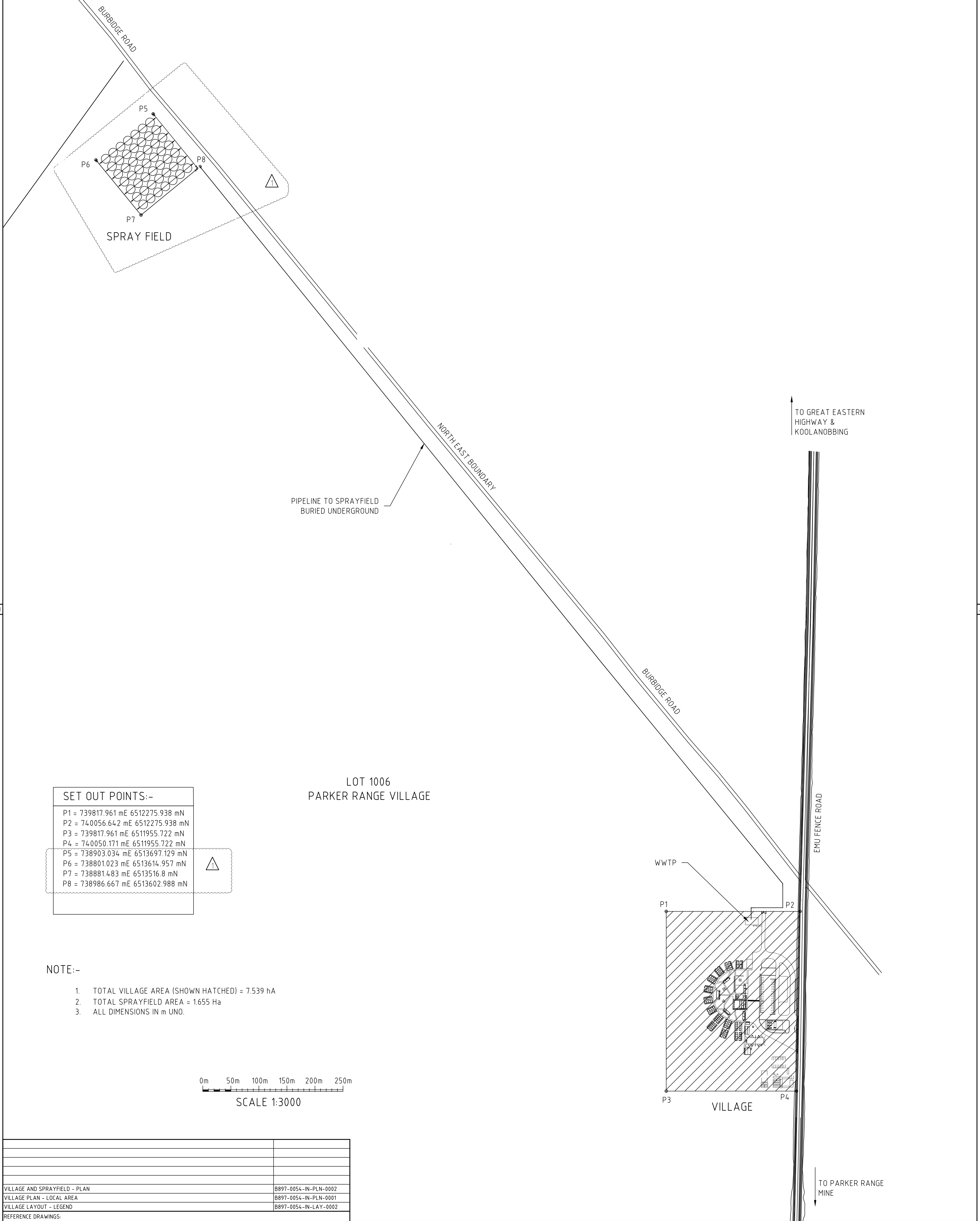
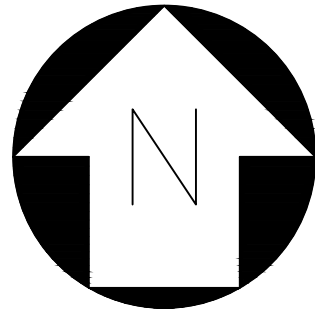
Changes to the wording to comply with the current standard in accordance with ACNC and ATO requirements.

**11. Generally**

The lawyers have reviewed the Constitution and proposed wording changes where appropriate to comply with the current standard in accordance with the ACNC and ATO.

It is proposed that subject to approval of the Management Committee of the proposed amendments to the Constitution, the amendments be put to a CEACA Members meeting to be held after the Management Committee meeting in late August 2023.

**Richard Marshall**  
Executive Officer  
8 May 2023

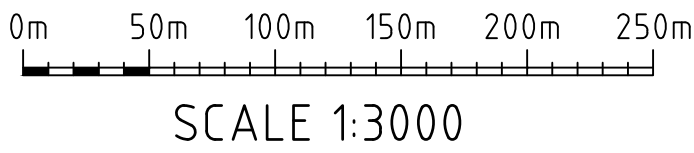


SET OUT POINTS:-

P1 = 739817.961 mE 6512275.938 mN  
P2 = 740056.642 mE 6512275.938 mN  
P3 = 739817.961 mE 6511955.722 mN  
P4 = 740050.171 mE 6511955.722 mN  
P5 = 738903.034 mE 6513697.129 mN  
P6 = 738801.023 mE 6513614.957 mN  
P7 = 738881.483 mE 6513516.8 mN  
P8 = 738986.667 mE 6513602.988 mN

NOTE:-

- 1. TOTAL VILLAGE AREA (SHOWN HATCHED) = 7.539 ha
- 2. TOTAL SPRAYFIELD AREA = 1.655 Ha
- 3. ALL DIMENSIONS IN m UNO.



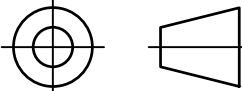
VILLAGE AND SPRAYFIELD - PLAN		B897-0054-IN-PLN-0002
VILLAGE PLAN - LOCAL AREA		B897-0054-IN-PLN-0001
VILLAGE LAYOUT - LEGEND		B897-0054-IN-LAY-0002
REFERENCE DRAWINGS:		

1	SPRAYFIELD MOVED 1100m NORTH	07.09.2020	TLS	BN	MS
0	ISSUED FOR CONSTRUCTION	04.08.2020	TLS	BN	MS
REV	DESCRIPTION	DATE	DRN	CHK	APP



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PROJECT B897 PARKER RANGE IRON ORE PROJECT

TITLE AREA 54 VILLAGE ACCOMODATION  
VILLAGE AND SPRAYFIELD PERIMETER  
PLAN

DRG No B897-0054-IN-PLN-0003

SCALE 13000 (SEE SCALE BAR)

DRAWN T SMITH

DATE 06.04.2020

CHECKED B NICHOLLS

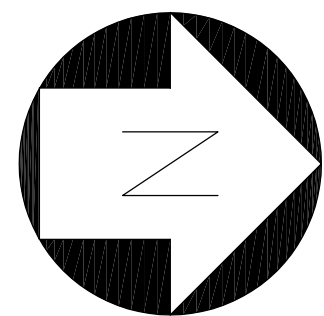
ENGINEER APPROVED M STACHOWSKI

PROJECT MANAGER D HUDSON

REV 1

A1





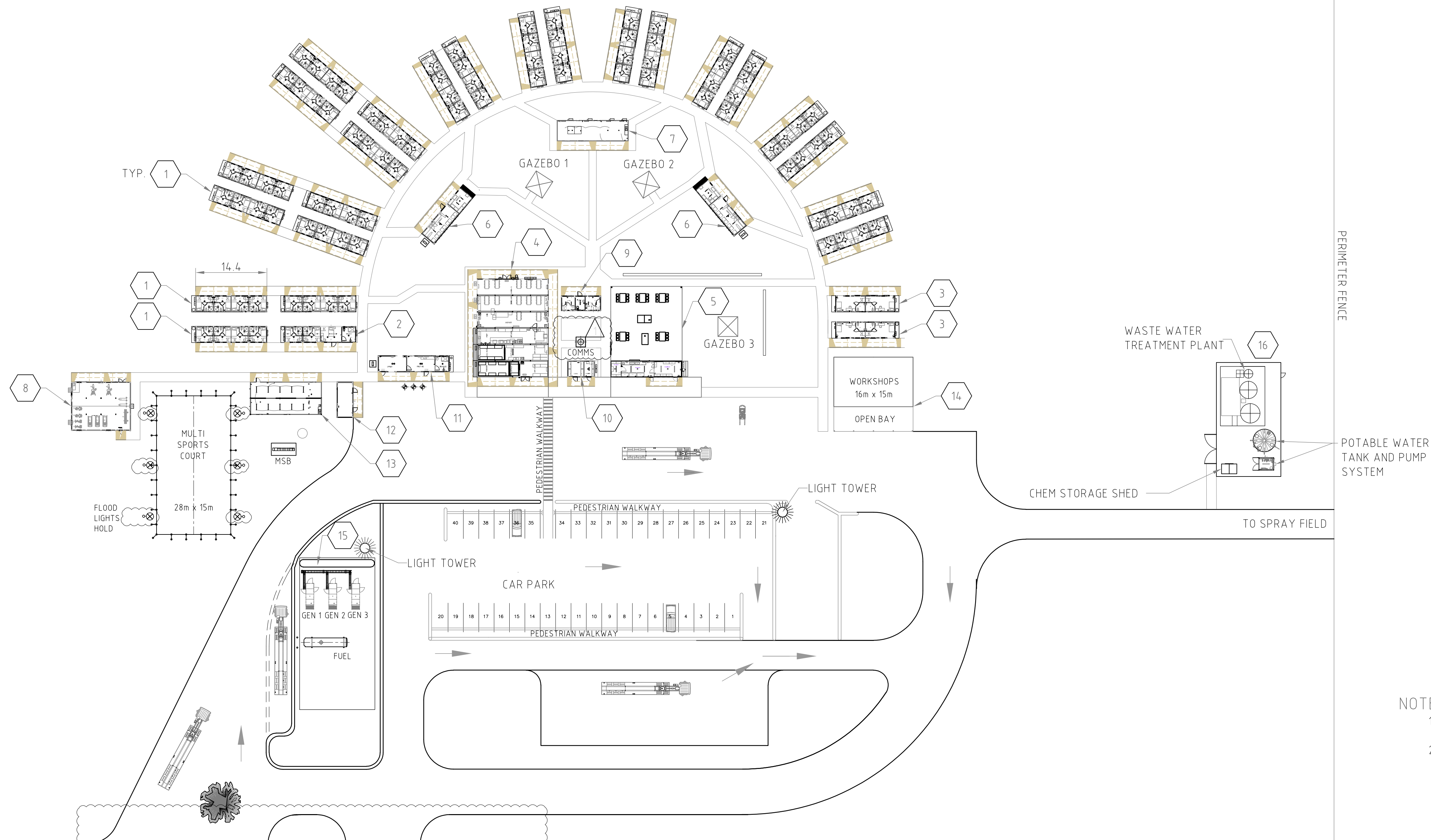
# CURRENT INSTALLATION

0m 10m 50m 100m

SCALE BAR - 1:100

## LEGEND OF BUILDINGS

- 1 4 PERSON ACCOMMODATION UNIT, 23 OFF = 92 PERSON
- 2 3 PERSON ACCOMMODATION UNIT, 1 OFF = 3 PERSON (INCLUDES 1 DISABLED UNIT).
- 3 2 PERSON ACCOMMODATION UNIT, 2 OFF = 4 PERSON
- 4 KITCHEN AND DINING BUILDING
- 5 WET MESS AND BEER GARDEN
- 6 LAUNDRY BUILDING, 2 OFF
- 7 COMMON ROOM, 1 OFF
- 8 GYMNASIUM, 1 OFF
- 9 MALE / FEMALE TOILET BLOCK, 1 OFF
- 10 COMMS, CLEANER BUILDING, TOWER, 1 OFF
- 11 OFFICE, MEDICAL BUILDING, 1 OFF
- 12 ICE STORAGE BUILDING, 1 OFF
- 13 LOCKER ROOM BUILDING, 1 OFF
- 14 STORAGE AND MAINTENANCE SHEDS, 1 OFF
- 15 GENSETS AND DIESEL FUEL
- 16 WWTP & POTABLE WATER



### NOTE:-

1. THE LOCATION OF THIS CAMP IS ON LOT 1006 ON DEPOSITED PLAN 191208.
2. THIS DRAWING IS NOT DRAWN IN WORLD COORDINATES.

TO PARKER RANGE MINE

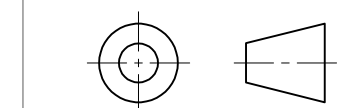
EMU FENCE ROAD

PARKER RANGE VILLAGE

TO GREAT EASTER HWY

ENTRY / EXIT LOCATION TO BE CONFIRMED FROM DA APPROVAL

DO NOT SCALE PRINT



SCALE SEE SCALE BAR

DRAWN T SMITH

DATE 02.04.2020

PROJECT B897- PARKER RANGE IRON ORE PROJECT

TITLE  
AREA 00 SUB AREA 54  
99 PERSON CAMP  
LAYOUT - LEGEND

DRG No B897-0054-IN-LAY-0002

CHECKED B NICHOLLS

ENGINEER APPROVED M STACHOWSKI

PROJECT MANAGER D HUDSON

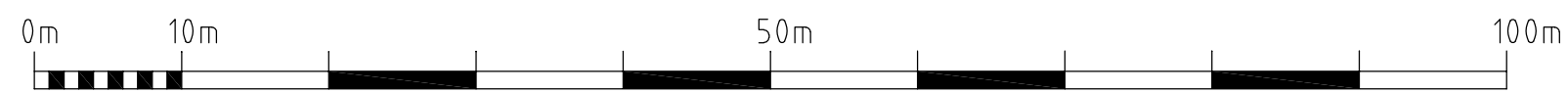
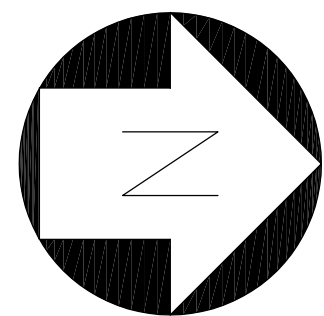
REV 1

A1



PERIMETER FENCE

A1  
IF IN DOUBT, ASK

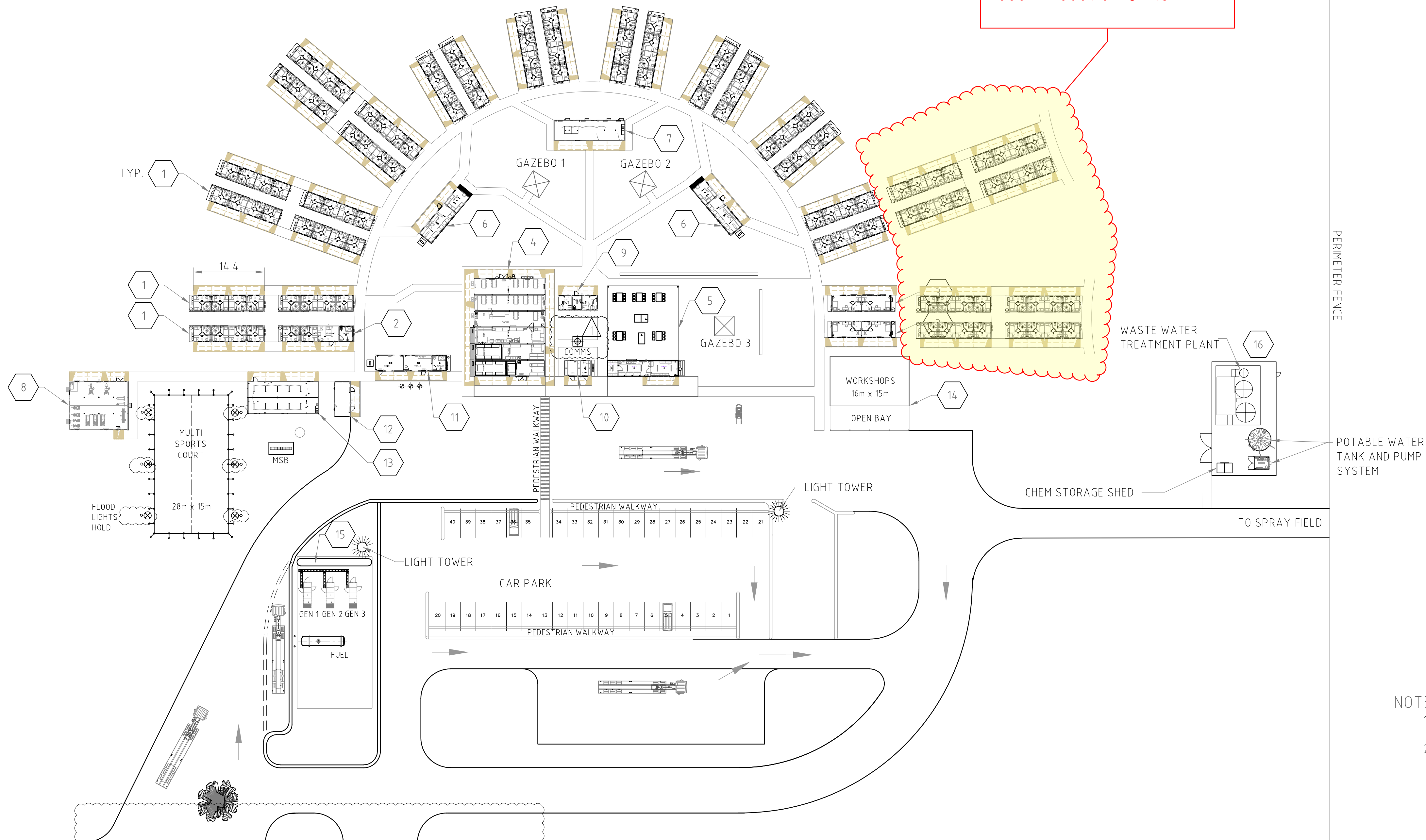


SCALE BAR - 1:100

## LEGEND OF BUILDINGS

- 1 4 PERSON ACCOMMODATION UNIT, 23 OFF = 92 PERSON
- 2 3 PERSON ACCOMMODATION UNIT, 1 OFF = 3 PERSON (INCLUDES 1 DISABLED UNIT).
- 3 2 PERSON ACCOMMODATION UNIT, 2 OFF = 4 PERSON
- 4 KITCHEN AND DINING BUILDING
- 5 WET MESS AND BEER GARDEN
- 6 LAUNDRY BUILDING, 2 OFF
- 7 COMMON ROOM, 1 OFF
- 8 GYMNASIUM, 1 OFF
- 9 MALE / FEMALE TOILET BLOCK, 1 OFF
- 10 COMMS, CLEANER BUILDING, TOWER, 1 OFF
- 11 OFFICE, MEDICAL BUILDING, 1 OFF
- 12 ICE STORAGE BUILDING, 1 OFF
- 13 LOCKER ROOM BUILDING, 1 OFF
- 14 STORAGE AND MAINTENANCE SHEDS, 1 OFF
- 15 GENSSETS AND DIESEL FUEL
- 16 WWTP & POTABLE WATER

**STAGE 1**  
**8 off 4 Room**  
**Accommodation Units**



- NOTE:-
- THE LOCATION OF THIS CAMP IS ON LOT 1006 ON DEPOSITED PLAN 191208.
  - THIS DRAWING IS NOT DRAWN IN WORLD COORDINATES.

TO PARKER RANGE MINE

PARKER RANGE VILLAGE

TO GREAT EASTER HWY

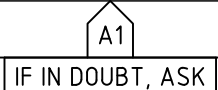


1 SLEAT ROAD, APPLECROSS | TELEPHONE (08) 9329 3400  
WESTERN AUSTRALIA, 6153 | FACSIMILE (08) 9329 3401

DO NOT SCALE PRINT		PROJECT <b>B897- PARKER RANGE IRON ORE PROJECT</b>	
		TITLE <b>AREA 00 SUB AREA 54 99 PERSON CAMP LAYOUT - LEGEND</b>	
SCALE	SEE SCALE BAR	DRG No <b>B897-0054-IN-LAY-0002</b>	REV <b>1</b>
DRAWN	T SMITH	CHECKED <b>B NICHOLLS</b>	ENGINEER APPROVED <b>M STACHOWSKI</b>
DATE	02.04.2020	PROJECT MANAGER <b>D HUDSON</b>	

CONCRETE GENERAL NOTES		1	VILLAGE COMMS TOWER MOVED LOCATION	30.10.2020	RK	BN	DH
REFERENCE DRAWINGS:		0	ISSUED FOR CONSTRUCTION	20.08.2020	TS	BN	DH
		REV	DESCRIPTION	DATE	DRN	CHK	APP

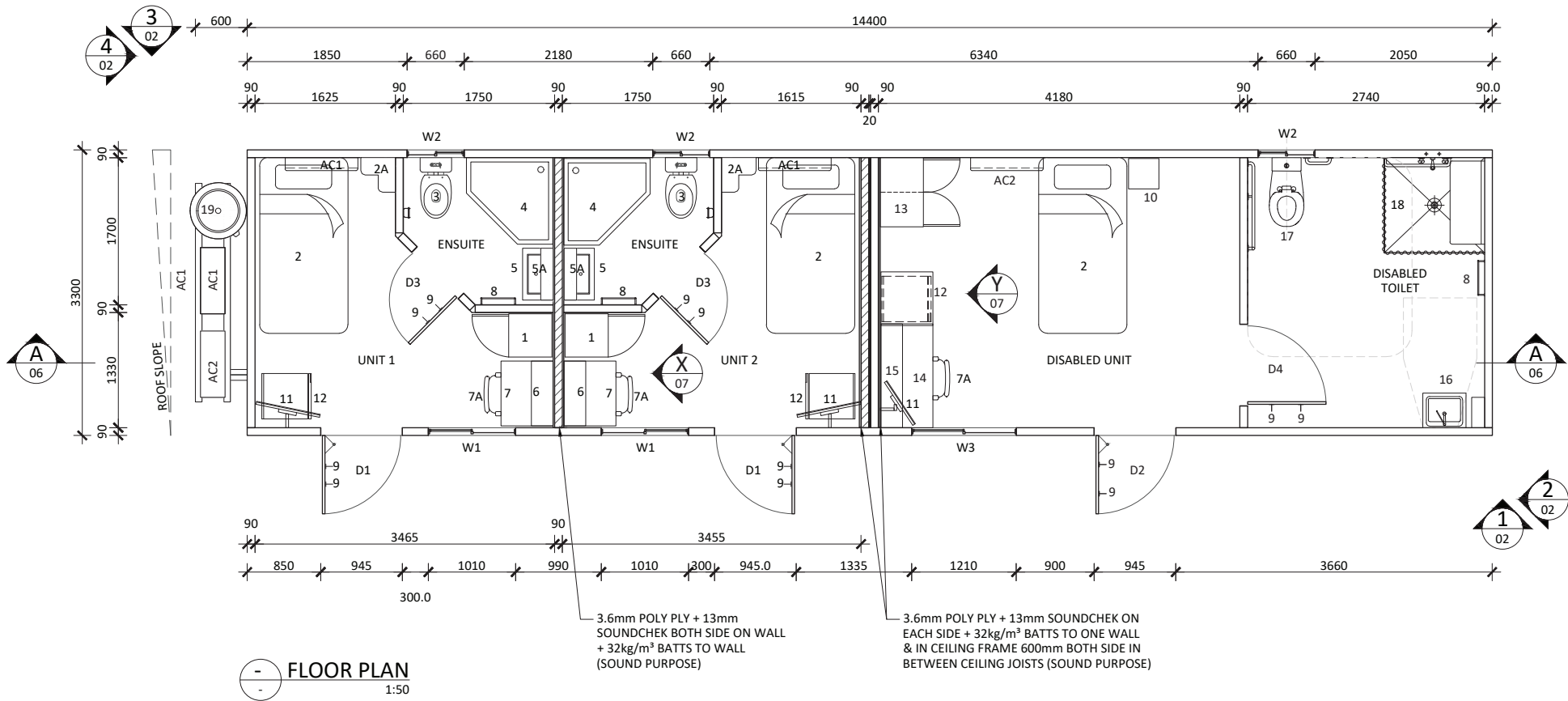




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BUILDING DESIGN CRITERIA Wind Load - in Accordance with AS.1170.2:2011 REGION A, TERRAIN CATEGORY 2 Annual Probability of Exceedance 1:500 REGIONAL WIND SPEED - V500 = 45 m/s Built To: BUILDING CLASS 1b	AREA - 47.52m <sup>2</sup> DIMENSIONS - 14.4m x 3.30m PERIMETER - 35.4lm CEILING HEIGHT - 2.4m  OVERALL HEIGHT - 3.10m
---	---



SHORT SPECIFICATION		COLOUR SPECIFICATION	
BASE	STEEL CHASSIS WITH FLOOR JOISTS	BASE	RED OXIDE
FLOOR	18mm CFC SHEET FLOORING	ROOF CLADDING	ZINCALUME
FLOOR INSULATION	AIR-CELL PERMIFLOOR IN BETWEEN FLOOR JOIST AND FLOORING SHEET	ROOF FLASHING	DEEP OCEAN
FLOOR COVERING	2.0mm COMMERCIAL GRADE VINYL	EXTERNAL WALLS	WINDSPRAY / DEEP OCEAN
FLOOR COVERING (WET AREA)	2.0mm COMMERCIAL GRADE SLIP RESISTANCE VINYL	INTERNAL WALLS	WHITE
ROOF	STEEL FRAME c/w GRADED STEEL BUILD UPS	CEILING LINING	MIRAGE PEARL
ROOF LINING	TRIMDECK OR SIMILAR SHEETING	WINDOW FRAMES	WINDSPRAY
ROOF FLASHING	STANDARD FLASHING	EXT DOOR & FRAME	WINDSPRAY
ROOF INSULATION	R1.3 ANTICON + R3.0 CEILING BATTS	VINYL	KIMBERLEY / CARNARVON RED
CORNER FLASHING	150x150 CORNER FLASHING	CORNER FLASHING	WINDSPRAY / DEEPOCEAN
CEILING JOIST	STEEL STUD FRAME	CORNICE	BLACK
CEILING LINING	DECORATIVE PLY (3.6mm NOMINAL)	SKIRTING	BLACK / CARARVON RED
WALL INSULATION	R2.5 HIGH DENSITY BATTS + INSULBREAK 70	CABINET	BEECH ANTHRACITE
EXTERNAL LINING	COLORBOND CUSTOM ORB LAID HORIZONTALLY IN TWO TONE (BOTTOM SHEET DEEP OCEAN WITH WINDSPRAY ABOVE)		
EXTERNAL WALLS	90mm STEEL STUD WALL		
INTERNAL WALLS	90mm STEEL STUD WALL		
INTERNAL LINING	REFER AS PER SECTION DRAWING		
CORNICE	PVC SCOTIA		
SKIRTING	PVC SCOTIA / VINYL 150mm COVED TO WALL		

CLIENT APPROVAL

CLIENT SIGNATURE

DATE

NOTE: THESE DRAWINGS HAVE BEEN APPROVED FOR MANUFACTURING SHOULD ANY CHANGES BE MADE AFTER THE APPROVED DATE THE CONTRACT WILL NEED TO BE REVIEWED.

REV	DESCRIPTION	INIT	DATE
0	ISSUED FOR CONSTRUCTION	DP	20.06.20
C	RE ISSUED FOR REVIEW	DP	13.05.20
B	RE ISSUED FOR REVIEW	DP	30.04.20
A	ISSUED FOR REVIEW	DP	20.04.20

PAGE SIZE		PAGE	SCALE	
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DRAWN BY	DATE	CHECKED BY	DATE	
DP	20.04.20	-	-	

EQUIPMENT LIST		
No.	DESCRIPTION	QTY
D1	2040 x 920 METAL CLAD EXTERNAL DOOR c/w LEVER HANDLE ENTRANCE SET & DOOR CLOSER	2
D2	2040 x 920 METAL CLAD DISABLED COMPLY EXTERNAL DOOR c/w LEVER HANDLE ENTRANCE SET & DOOR CLOSER	1
D3	2040 x 720 INTERNAL PAINTED HOLLOW CORE DOOR c/w LEVER HANDLE PASSAGE SET	2
D4	2040 x 920 INTERNAL DISABLED COMPLY PAINTED HOLLOW CORE DOOR c/w LEVER HANDLE PASSAGE SET	1
W1	1050(H)x1000(W) POWDER COATED ALUMINUM FRAMED SLIDING WINDOW c/w FLY SCREEN & ENCASED BLOCK OUT ROLLER BLIND	2
W2	650(W)x350(H) ALUMINUM FRAMED SLIDING WINDOW c/w FLY SCREEN	3
W3	1050(H)x1200(W) POWDER COATED ALUMINUM FRAMED SLIDING WINDOW c/w FLY SCREEN & ENCASED BLOCK OUT ROLLER BLIND	1
AC1	2.5Kw SPLIT SYSTEM AIR CONDITIONER c/w REMOTE CONTROL	2
AC1	3.5Kw SPLIT SYSTEM AIR CONDITIONER c/w REMOTE CONTROL	1

EQUIPMENT LIST		
No.	DESCRIPTION	QTY
1	1800(H) x 500(W) x 500(D) SINGLE DOOR WARDROBE	2
2	SEALY DIPLOMAT KING SINGLE ENSEMBLE BED WITH LOCKABLE CASTORS (LINEN /PILLOWS BY OTHERS)	3
2A	400(L) x 400(W) x 200(D) BED SIDE SHELVES @ 1000mm	2
3	TOILET WITH DUAL FLUSH CISTERN (TASMAN SNV EXPOSED PAN WH) & TOILET ROLL HOLDER (UDOTRH-C)	2
4	1000 x 1000 CORNER SHOWER, RAIL (BI51029), 1200mm CURTAIN c/w KORE 40 SHOWER MIXER	2
5	600W x 350D PVC VANITY (ALPVUJE60P JESSICA) c/w KORE 40 BASIN MIXER (901301)	2
5A	600(W) x 600(H) SAVING CABINET c/w TWO DOOR MIRROR ABOVE VANITY (BI51020)	2
6	750(W) x 250(D) x 300(H) STORAGE SHELVES	2
7	750(L) x 600(W) x 720(H) WRITING DESK	2
7A	OFFICE REVOLVING CHAIR (WITHOUT ARM-REST)	3
8	TOWEL RAIL ROD SS UDO CP 45CM	3
9	SINGLE COAT HOOKS (UDOC-H)	12
10	BED SIDE TABLE	1
11	32 INCH WALL MOUNTED TV WITH BRACKET	3
12	117 ltr TECO BAR FRIDGE	3
13	1800(H) x 800(W) x 500(D) DOUBLE DOOR WARDROBE	1
14	1200 x 600 WRITING DECK AND 600(L) x 600(W) x 900(H) FRIDGE RECESS (REFER INTERNAL ELEVATION-Y)	1
15	1200(L) x 250(D) x 300(H) STORAGE SHELVES	1
16	S/STEEL HAND BASIN c/w DISABLED COMPLY HOT & COLD TAPWARE, 950(L) x 350(W) MIRROR OVER AND SHELF 355(L) x 125(W)	1
17	DISABLED COMPLY TOILET WITH PLASTIC SEAT, BACKREST, DUAL FLUSH CISTERN, GRAB RAILS & TOILET ROLL HOLDER	1
18	DISABLED COMPLY SHOWER RECESS c/w FOLDING SEAT, PARAMEDIC SHOWER ROSE, GRAB RAILS & CURTAIN WITH ROD	1
19	250ltr HEAT PUMP (DUXD2FHG4HWOC)	1

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PLUMBING TO COMPLY WITH AS3500 & PLUMBING CODE OF AUSTRALIA.

ELECTRICAL TO COMPLY WITH AS3000-2007, AS3012-2003 & MECHANICAL WORKS TO COMPLY WITH RELEVANT STANDARDS.

DO NOT SCALE. REFER TO DIMENSIONS ONLY



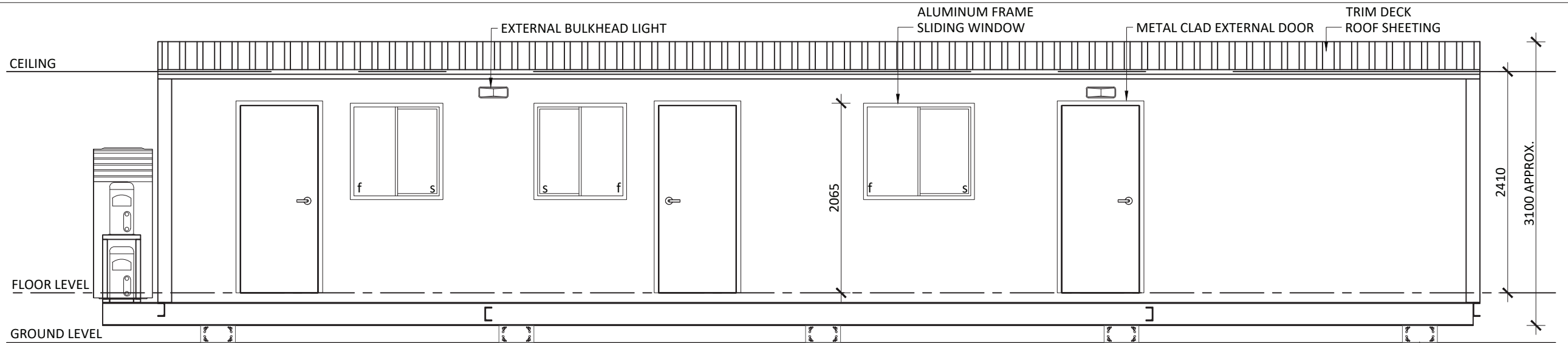
**COMPLETE SITE SERVICES**

82 POWER AVENUE,  
WATTLEUP, WA  
(PHONE) 9410 7100

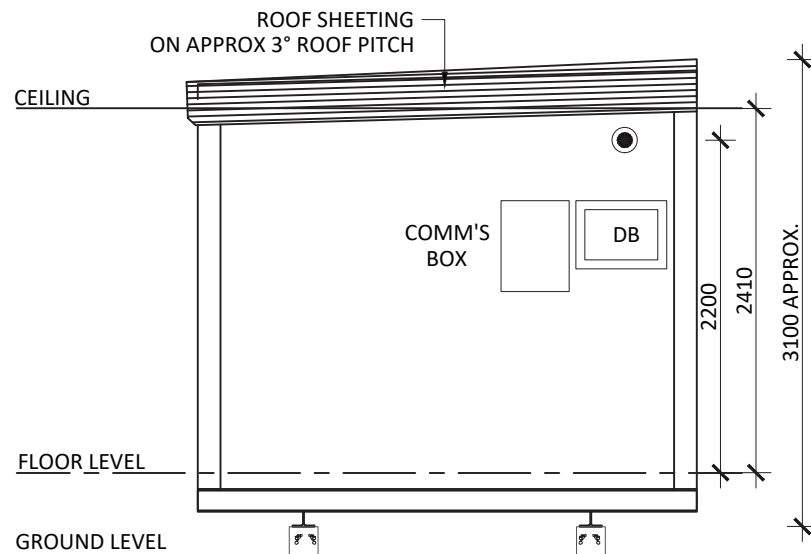
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LOCATION: PARKER RANGE	
TITLE: 14.4 x 3.3 MANAGERS RM & DISABLED PLAN	
DRAWING NUMBER 120234-PB3247-AR-01	REVISION 0



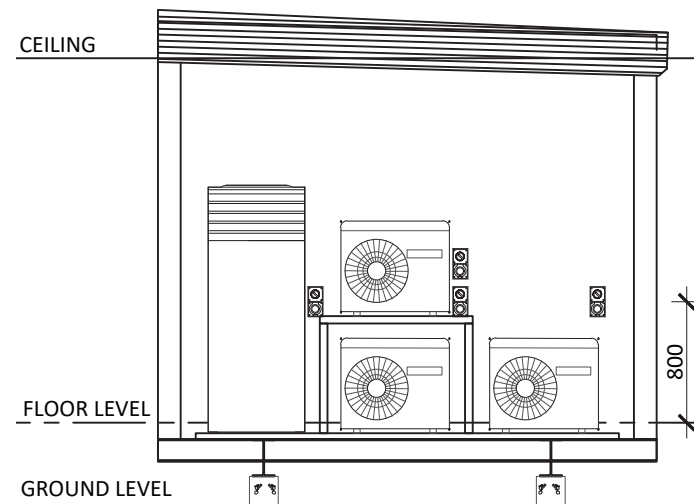
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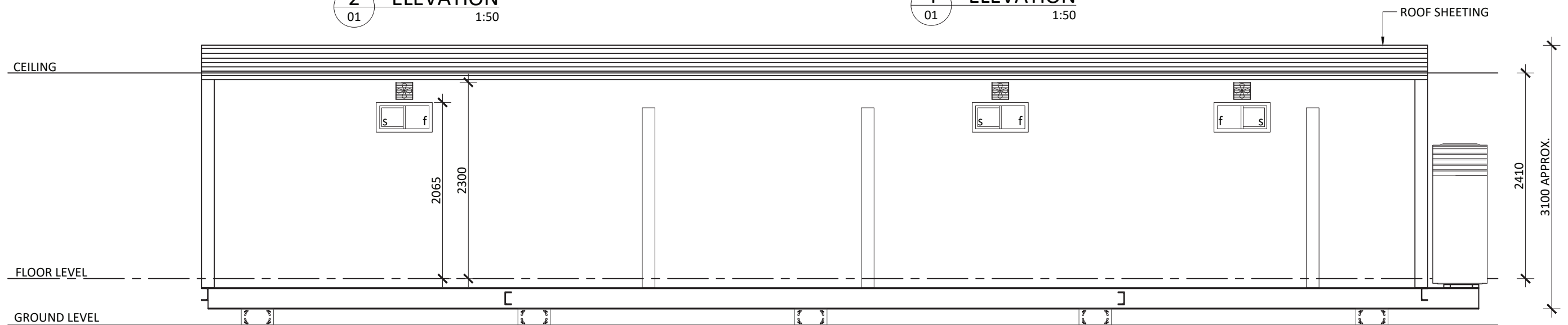
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2 ELEVATION  
01 1:50




4 ELEVATION  
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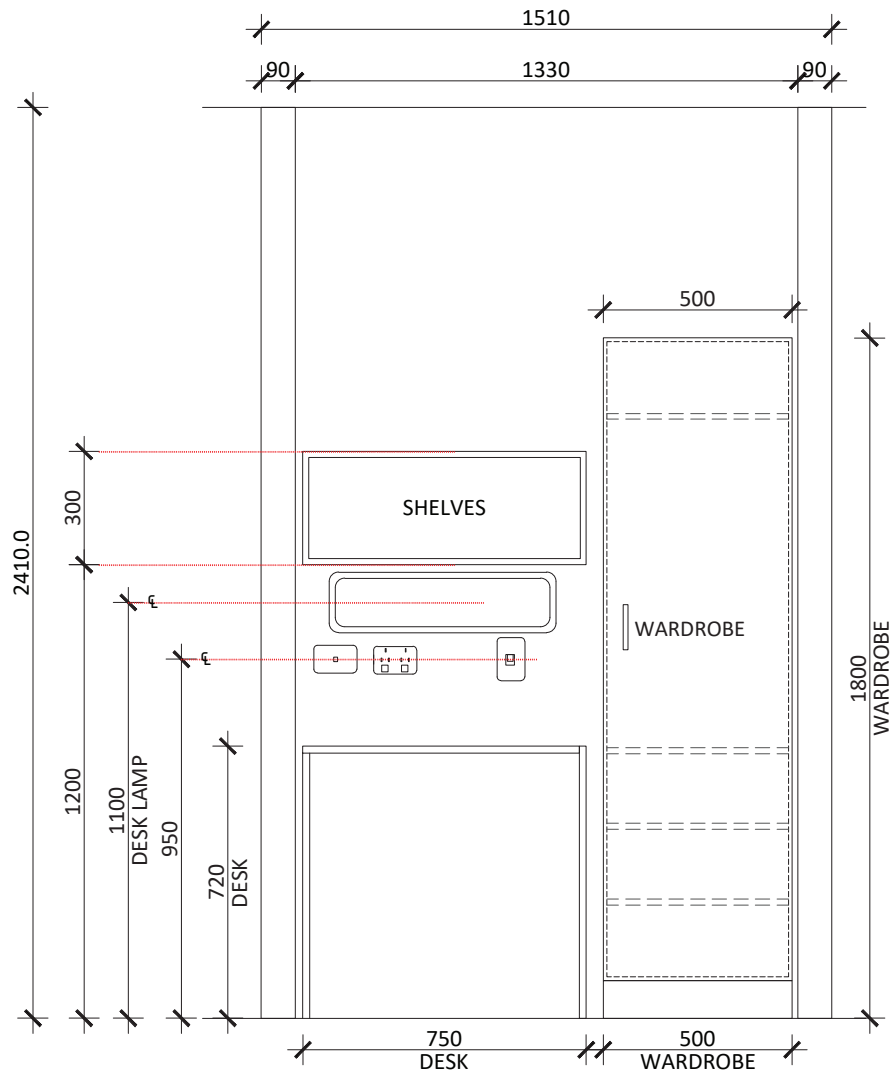


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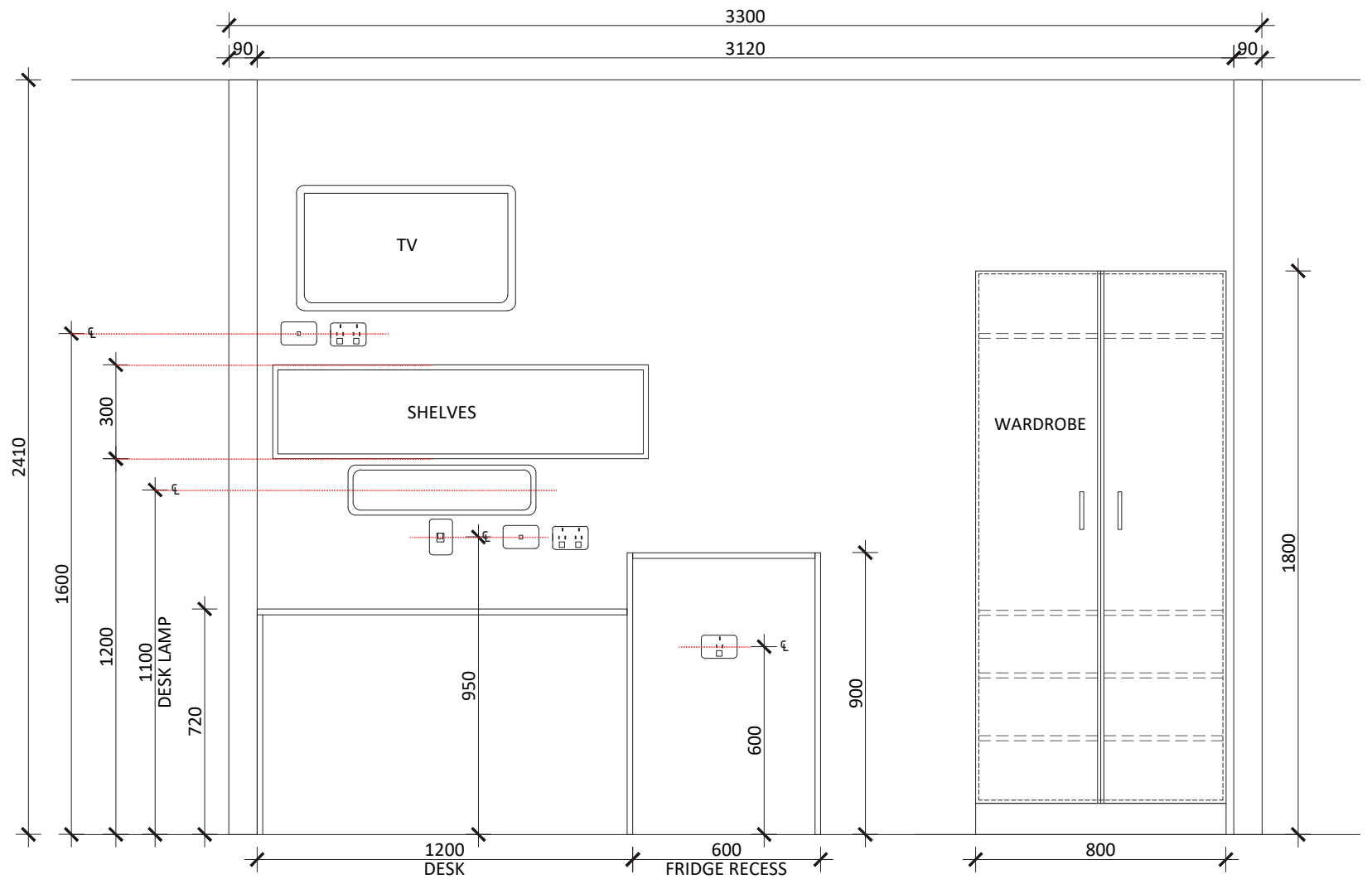
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														PLUMBING TO COMPLY WITH AS3500 & PLUMBING CODE OF AUSTRALIA.				
CLIENT SIGNATURE								DRAWN BY	DATE	CHECKED BY	DATE			ELECTRICAL TO COMPLY WITH AS3000-2007, AS3012-2003 & MECHANICAL WORKS TO COMPLY WITH RELEVANT STANDARDS.		TITLE: 14.4 x 3.3 M'GER. & DISAB. ELEVATION		
DATE								DP	13.05.20	-	-			DO NOT SCALE. REFER TO DIMENSIONS ONLY		DRAWING NUMBER		REVISION
NOTE: THESE DRAWINGS HAVE BEEN APPROVED FOR MANUFACTURING SHOULD ANY CHANGES BE MADE AFTER THE APPROVED DATE THE CONTRACT WILL NEED TO BE REVIEWED.				0	ISSUED FOR CONSTRUCTION		DP							20.06.20	120234-PB3247-AR-02		0	
				A	ISSUED FOR REVIEW		DP							13.05.20				
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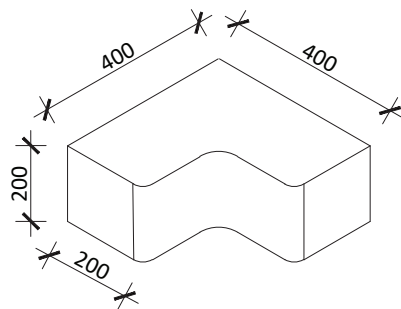
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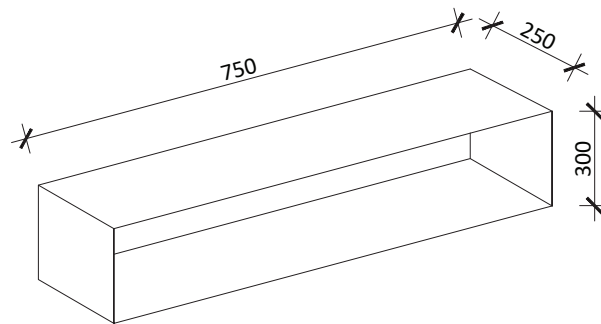
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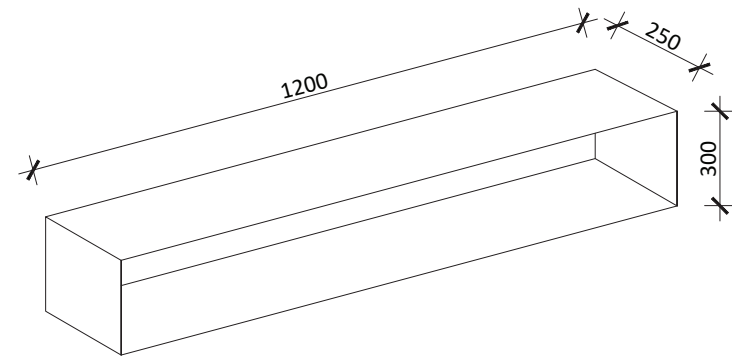
Y INTERNAL ELEVATION  
1:20



ITEM N0-2A  
400(L) x 400(W) x 200(H) BED SIDE SHELVES @ 1500mm




ITEM N0-6  
750(W) x 250(D) x 300(H) STORAGE SHELVES

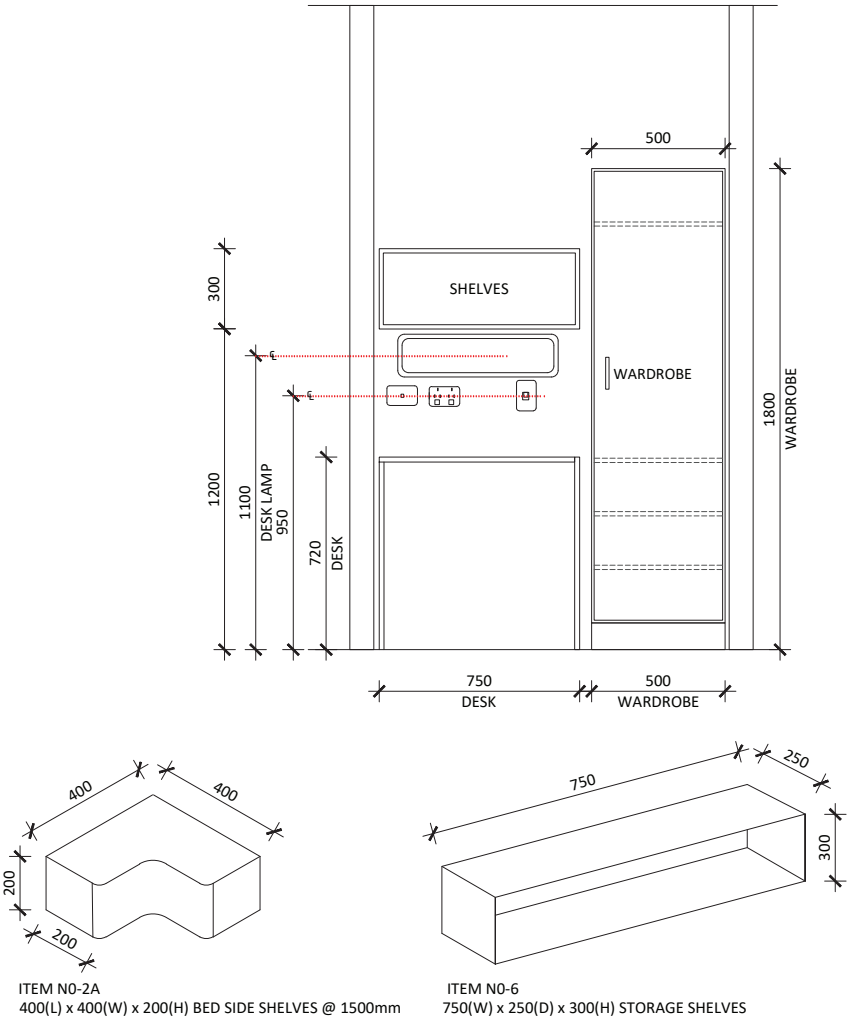
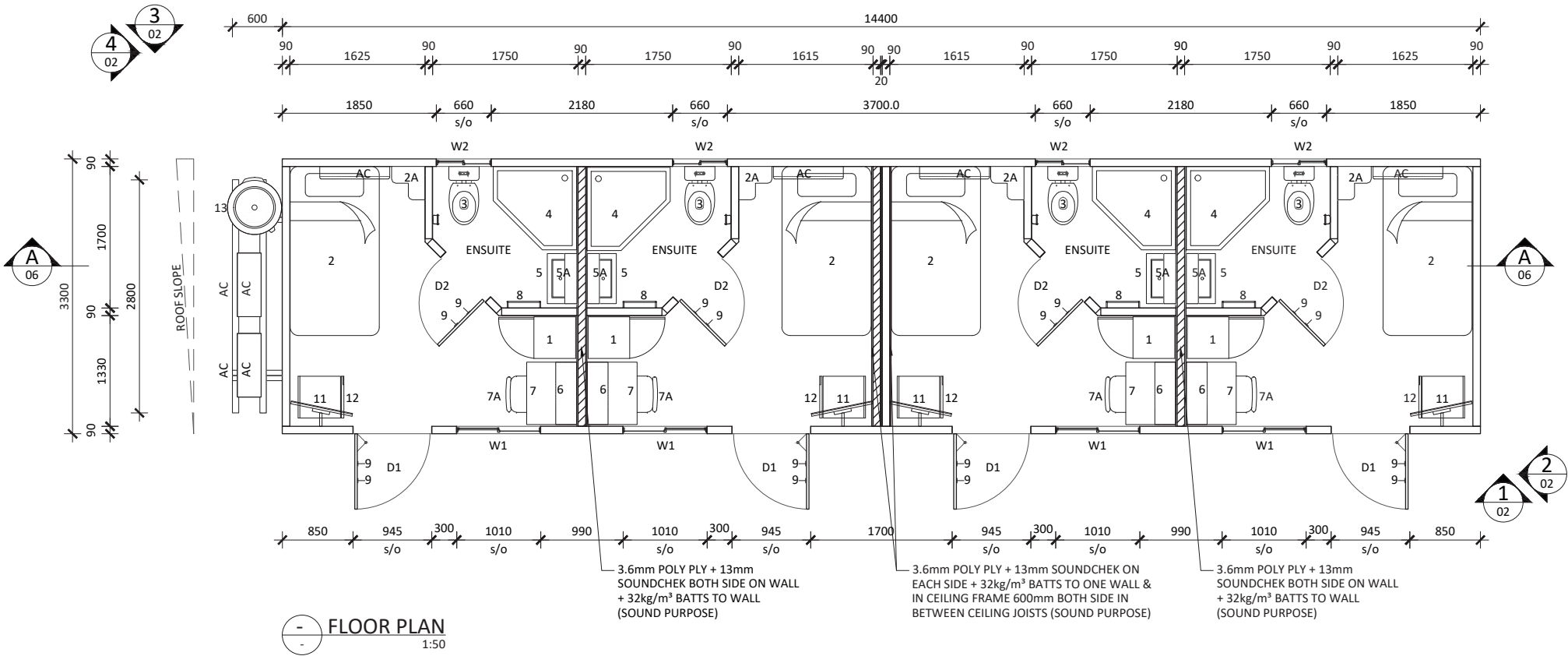


ITEM N0-15  
1200(W) x 250(D) x 300(H) STORAGE SHELVES

B897-V280-AR-MLR-0012\_0.pdf

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						A3		07		AS SHOWN		PLUMBING TO COMPLY WITH AS3500 & PLUMBING CODE OF AUSTRALIA.				LOCATION: PARKER RANGE			
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DATE						DP		15.05.20		-		-				DO NOT SCALE. REFER TO DIMENSIONS ONLY		DRAWING NUMBER	
NOTE: THESE DRAWINGS HAVE BEEN APPROVED FOR MANUFACTURING SHOULD ANY CHANGES BE MADE AFTER THE APPROVED DATE THE CONTRACT WILL NEED TO BE REVIEWED.		0	ISSUED FOR CONSTRUCTION		DP	20.06.20												REVISION	
		A	ISSUED FOR REVIEW		DP	15.05.20										120234-PB3247-AR-03			
		REV	DESCRIPTION		INIT	DATE										0			

BUILDING DESIGN CRITERIA Wind Load - in Accordance with AS.1170.2:2011 REGION A, TERRAIN CATEGORY 2 Annual Probability of Exceedance 1:500 REGIONAL WIND SPEED - V500 = 45 m/s Built To: BUILDING CLASS 1b	AREA - 47.52m <sup>2</sup> DIMENSIONS - 14.4m x 3.30m PERIMETER - 35.4lm CEILING HEIGHT - 2.4m  OVERALL HEIGHT - 3.10m
---	---



SHORT SPECIFICATION		COLOUR SPECIFICATION	
BASE	STEEL CHASSIS WITH G550 FLOOR JOISTS	BASE	RED OXIDE
FLOOR	18mm CFC SHEET FLOORING	ROOF CLADDING	ZINCALUME
FLOOR INSULATION	AIR-CELL PERMIFLOOR IN BETWEEN FLOOR JOIST AND FLOORING SHEET	ROOF FLASHING	DEEP OCEAN
FLOOR COVERING	2.0mm COMMERCIAL GRADE VINYL	EXTERNAL WALLS	WINDSPRAY / DEEP OCEAN
FLOOR COVERING (WET AREA)	2.0mm COMMERCIAL GRADE SLIP RESISTANCE VINYL	INTERNAL WALLS	WHITE
ROOF	STEEL FRAME c/w GRADED STEEL BUILD UPS	CEILING LINING	MIRAGE PEARL
ROOF LINING	TRIMDECK OR SIMILAR SHEETING	WINDOW FRAMES	WINDSPRAY
ROOF FLASHING	STANDARD FLASHING	EXT DOOR & FRAME	WINDSPRAY
ROOF INSULATION	R1.3 ANTICON + R3.0 CEILING BATTS	VINYL	KIMBERLEY / CARNARVON RED
CORNER FLASHING	150x150 CORNER FLASHING	CORNER FLASHING	WINDSPRAY / DEEPOCEAN
CEILING JOIST	STEEL STUD FRAME	CORNICE	BLACK
CEILING LINING	DECORATIVE PLY (3.6mm NOMINAL)	SKIRTING	BLACK / CARARVON RED
WALL INSULATION	R2.5 HIGH DENSITY BATTS + INSULBREAK 70	CABINET	BEECH ANTHRACITE
EXTERNAL LINING	COLORBOND CUSTOM ORB LAID HORIZONTALLY IN TWO TONE (BOTTOM SHEET DEEP OCEAN WITH WINDSPRAY ABOVE)		
EXTERNAL WALLS	90mm STEEL STUD WALL		
INTERNAL WALLS	90mm STEEL STUD WALL		
INTERNAL LINING	REFER AS PER SECTION DRAWING		
CORNICE	PVC SCOTIA		
SKIRTING	PVC SCOTIA / VINYL 150mm COVERED TO WALL		

CLIENT APPROVAL						PAGE SIZE	PAGE	SCALE
CLIENT SIGNATURE						A2	01	1:50
DATE						DRAWN BY	DATE	CHECKED BY
NOTE: THESE DRAWINGS HAVE BEEN APPROVED FOR MANUFACTURING SHOULD ANY CHANGES BE MADE AFTER THE APPROVED DATE THE CONTRACT WILL NEED TO BE REVIEWED.						DP	14.05.20	-
REV	DESCRIPTION	INIT	DATE					
0	ISSUED FOR CONSTRUCTION	DP	20.06.20					
A	ISSUED FOR REVIEW	DP	14.05.20					

**PB - NUMBERS**  
PB3220-01  
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PB3223-01  
PB3228-01  
PB3230-01  
PB3232-01  
PB3234-01  
PB3236-01  
PB3238-01  
PB3240-01

EQUIPMENT LIST		
No.	DESCRIPTION	QTY
D1	2040x920 METAL CLAD EXTERNAL DOOR c/w LEVER HANDLE ENTRANCE SET, DOOR STOP, CABIN HOOK & DOOR CLOSER	4
D2	2040x720 INTERNAL PAINTED HOLLOW CORE DOOR c/w LEVER HANDLE PASSAGE SET	4
W1	1050(H)x1000(W) POWDER COATED ALUMINUM FRAMED SLIDING WINDOW c/w FLY SCREEN & ENCASED BLOCK OUT ROLLER BLIND	4
W2	650(W)x350(H) ALUMINUM FRAMED SLIDING WINDOW c/w FLY SCREEN	4
AC	2.5kW SPLIT SYSTEM AIR CONDITIONER c/w REMOTE CONTROL & HOLDER	4

EQUIPMENT LIST		
No.	DESCRIPTION	QTY
1	1800(H) x 500(W) x 500(D) SINGLE DOOR WARDROBE	4
2	SEALY DIPLOMAT KING SINGLE ENSEMBLE BED WITH LOCKABLE CASTORS (LINEN / PILLOWS BY OTHERS)	4
2A	400(L) x 400(W) x 200(H) BED SIDE SHELVES @ 1000mm	4
3	TOILET WITH DUAL FLUSH CISTERN (TASMAN SNV EXPOSED PAN WH) & TOILET ROLL HOLDER (UDOTRH-C)	4
4	1000 x 1000 CORNER SHOWER, RAIL (BI51029), 1200mm CURTAIN c/w KORE 40 SHOWER MIXER	4
5	600W x 350D PVC VANITY (ALPVUJEGOP JESSICA) c/w KORE 40 BASIN MIXER (901301)	4
5A	600(W) x 600(H) SAVING CABINET c/w TWO DOOR MIRROR ABOVE VANITY (BI51020)	4
6	750(W) x 250(D) x 300(H) STORAGE SHELVES	4
7	750 x 600 WRITING DESK	4
7A	OFFICE REVOLVING CHAIR (WITHOUT ARM-REST)	4
8	TOWEL RAIL ROD SS UDO CP 45CM	4
9	SINGLE COAT HOOKS (UDOH-C)	16
10	N/A	-
11	32 INCH WALL MOUNTED TV WITH BRACKET	4
12	117 ltr TECO BAR FRIDGE	4
13	250ltr HEAT PUMP (DUXD2FHG4HWOC)	1

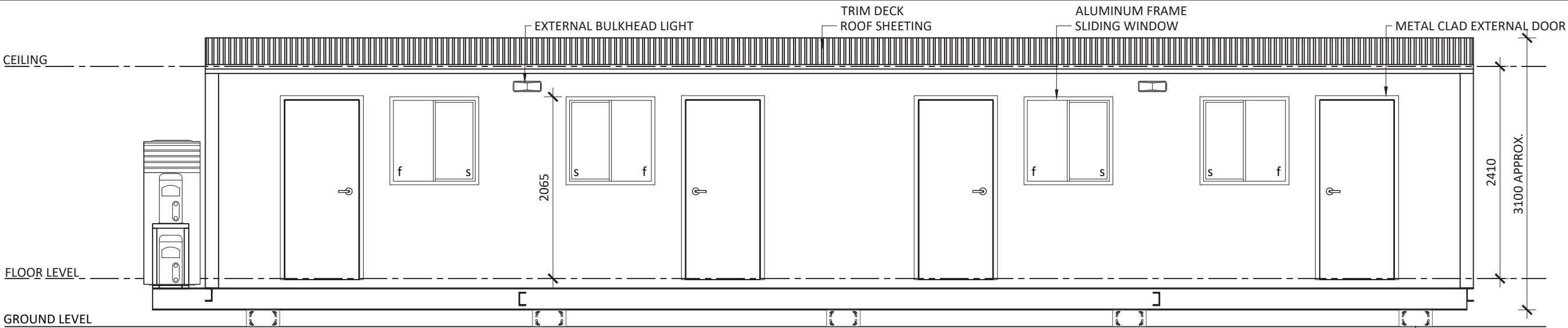
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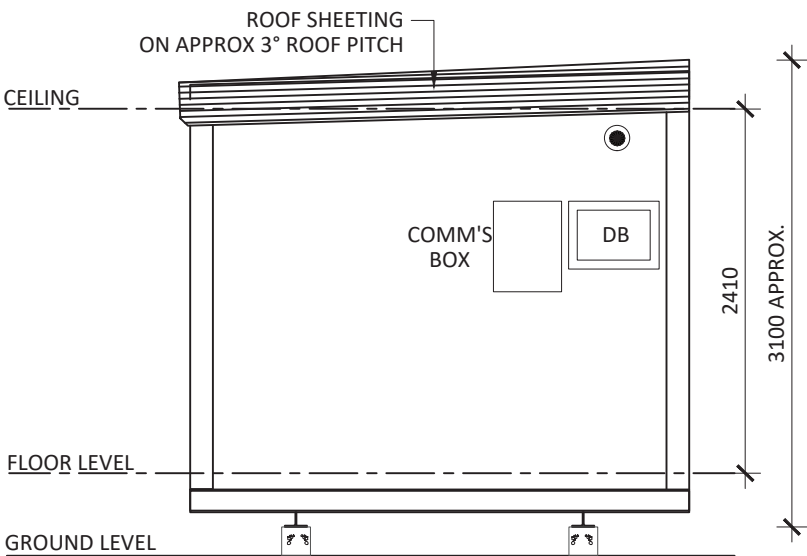
**COMPLETE SITE SERVICES**  
82 POWER AVENUE,  
WATTLEUP, WA  
(PHONE) 9410 7100

CLIENT: CSI INTERNATIONAL PTY LTD	
LOCATION: PARKER RANGE	
TITLE: 14.4 x 3.3m 4P LH SPQ FLOOR PLAN	
DRAWING NUMBER	REVISION
120234-LHSPQ-AR-01	0

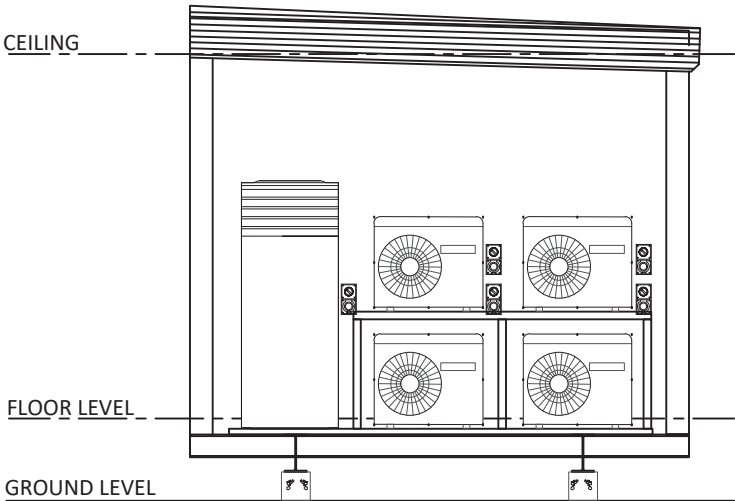
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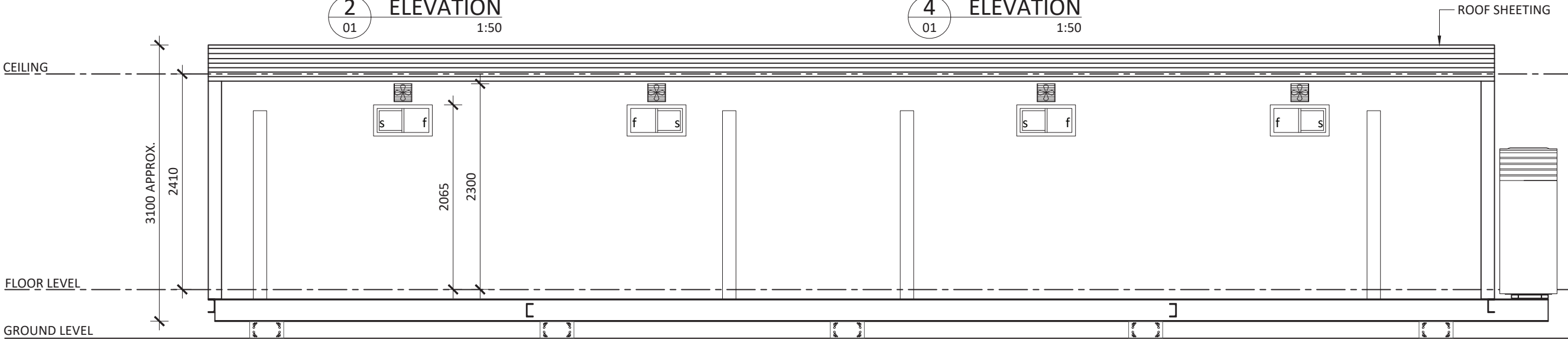
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PB - NUMBERS

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- PB3232-02
- PB3234-02
- PB3236-02
- PB3238-02
- PB3240-02

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DATE			
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A	ISSUED FOR REVIEW	DP	14.05.20
REV	DESCRIPTION	INIT	DATE

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DP	14.05.20	-	-		

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COMPLETE SITE SERVICES

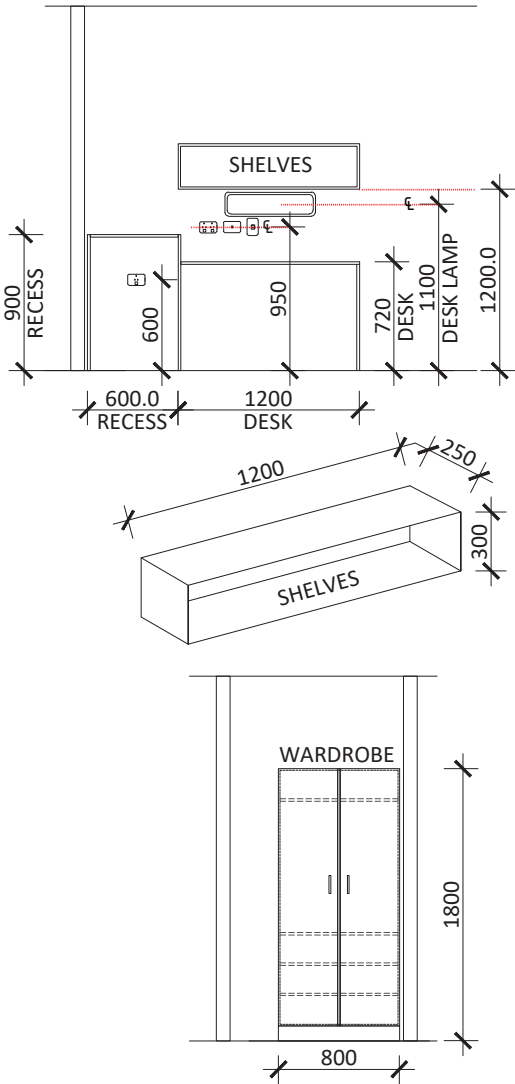
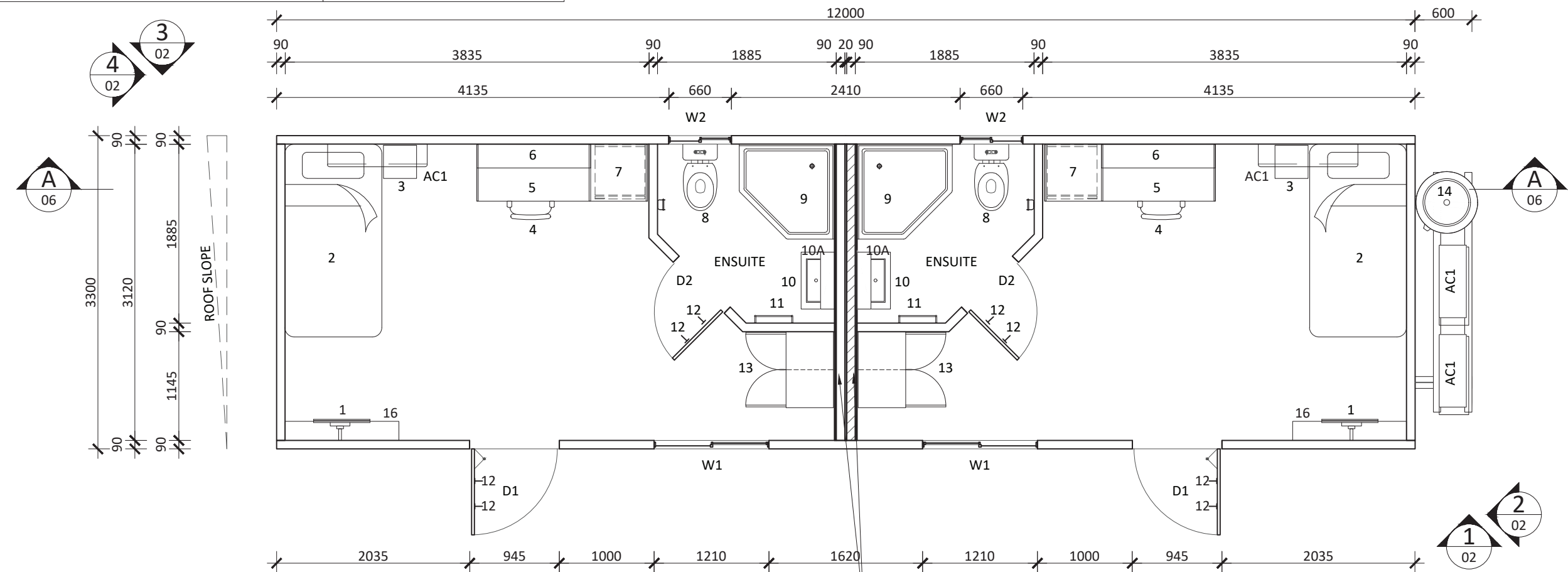
82 POWER AVENUE, WATTLEUP, WA (PHONE) 9410 7100

CLIENT: CSI INTERNATIONAL PTY LTD	
LOCATION: PARKER RANGE	
TITLE: 14.4 x 3.3m 4P LH SPQ ELEVATION	
DRAWING NUMBER	REVISION
120234-LHSPQ-AR-02	0



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BUILDING DESIGN CRITERIA	AREA - 39.6m²
Wind Load - in Accordance with AS.1170.2:2011	DIMENSIONS - 12.0m x 3.30m
REGION A, TERRAIN CATEGORY 2	PERIMETER - 30.6lm
Annual Probability of Exceedance 1:500	CEILING HEIGHT - 2.4m
REGIONAL WIND SPEED - V500 = 45 m/s	
Built To: BUILDING CLASS 1b	OVERALL HEIGHT - 3.10m



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SHORT SPECIFICATION	
BASE	STEEL CHASSIS WITH FLOOR JOISTS
FLOOR	18mm CFC SHEET FLOORING
FLOOR INSULATION	AIR-CELL PERMIFLOOR IN BETWEEN FLOOR JOIST AND FLOORING SHEET
FLOOR COVERING	2.0mm COMMERCIAL GRADE VINYL
FLOOR COVERING (WET AREA)	2.0mm COMMERCIAL GRADE SLIP RESISTANCE VINYL
ROOF	STEEL FRAME c/w GRADED STEEL BUILD UPS
ROOF LINING	TRIMDECK OR SIMILAR SHEETING
ROOF FLASHING	STANDARD FLASHING
ROOF INSULATION	R1.3 ANTICON + R3.0 CEILING BATTS
CORNER FLASHING	150x150 CORNER FLASHING
CEILING JOIST	STEEL STUD FRAME
CEILING LINING	DECORATIVE PLY (3.6mm NOMINAL)
WALL INSULATION	R2.5 HIGH DENSITY BATTS + INSULBREAK 70
EXTERNAL LINING	COLORBOND CUSTOM ORB LAID HORIZONTALLY IN TWO TONE (BOTTOM SHEET DEEP OCEAN WITH WINDSPRAY ABOVE)
EXTERNAL WALLS	90mm STEEL STUD WALL
INTERNAL WALLS	90mm STEEL STUD WALL
INTERNAL LINING	REFER AS PER SECTION DRAWING
CORNICE	PVC SCOTIA
SKIRTING	PVC SCOTIA / VINYL 150mm COVED TO WALL

COLOUR SPECIFICATION	
BASE	RED OXIDE
ROOF CLADDING	ZINCALUME
ROOF FLASHING	DEEP OCEAN
EXTERNAL WALLS	WINDSPRAY / DEEP OCEAN
INTERNAL WALLS	WHITE
CEILING LINING	MIRAGE PEARL
WINDOW FRAMES	WINDSPRAY
EXT DOOR & FRAME	WINDSPRAY
VINYL	KIMBERLEY / CARNARVON RED
CORNER FLASHING	WINDSPRAY / DEEPOCEAN
CORNICE	BLACK
SKIRTING	BLACK / CARARVON RED
CABINET	BEECH ANTHRACITE

EQUIPMENT LIST		
No.	DESCRIPTION	QTY
D1	2040 x 920 METAL CLAD EXTERNAL DOOR c/w LEVER HANDLE ENTRANCE SET & DOOR CLOSER	2
D2	2040x720 INTERNAL PAINTED HOLLOW CORE DOOR c/w LEVER HANDLE PASSAGE SET	2
W1	1050(H)x1200(W) POWDER COATED ALUMINUM FRAMED SLIDING WINDOW c/w FLY SCREEN & ENCASED BLOCK OUT ROLLER BLIND	2
W2	650(W)x350(H) ALUMINUM FRAMED SLIDING WINDOW c/w FLY SCREEN	2
AC1	5.0Kw SPLIT SYSTEM AIR CONDITIONER c/w REMOTE CONTROL	2
1	32 INCH WALL MOUNTED TV WITH BRACKET	2
2	SEALY DIPLOMAT KING SINGLE ENSEMBLE BED WITH LOCKABLE CASTORS (LINEN /PILLOWS BY OTHERS)	2
3	BED SIDE TABLE	2
4	OFFICE REVOLVING CHAIR (WITHOUT ARM-REST)	2

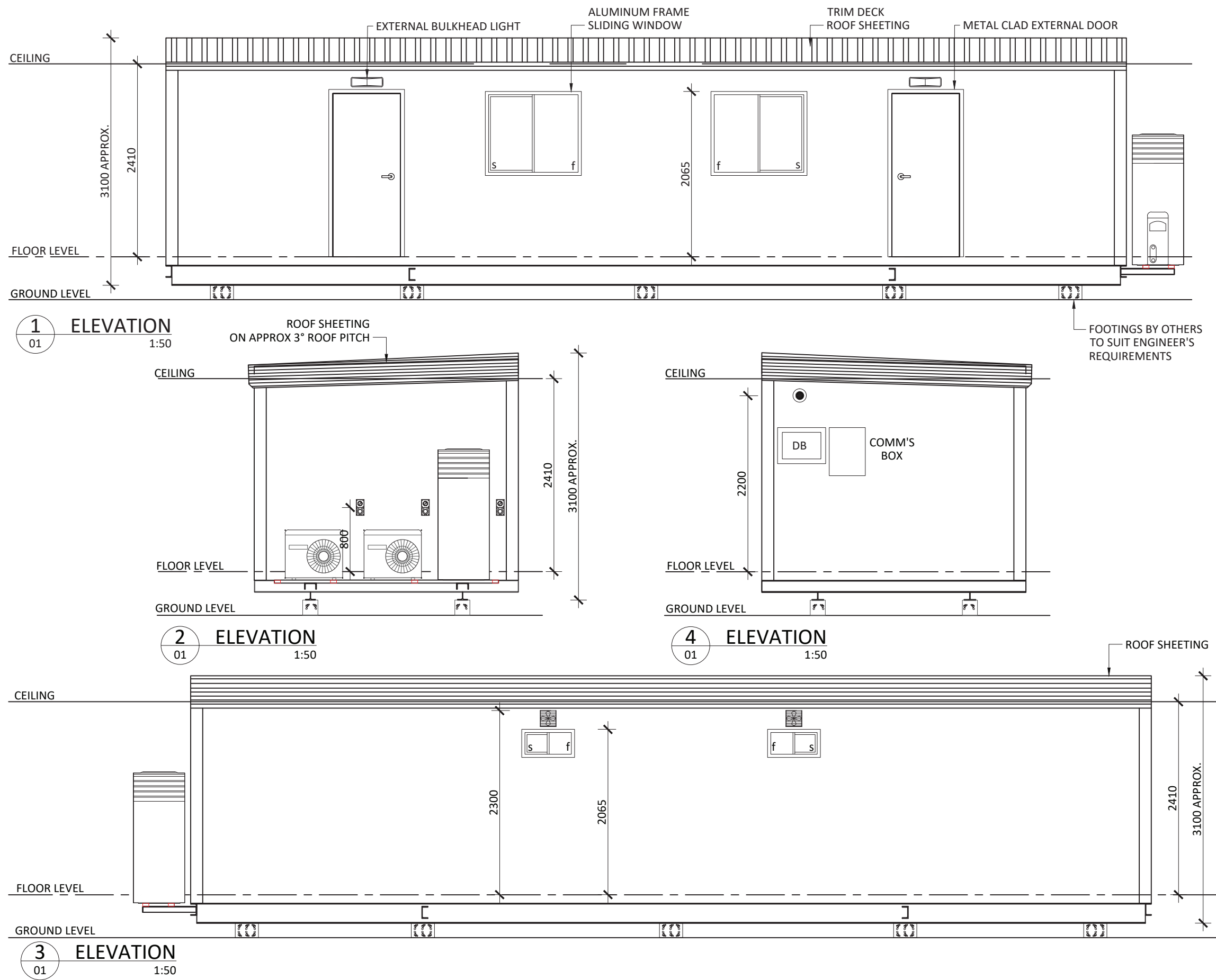
EQUIPMENT LIST		
No.	DESCRIPTION	QTY
5	1200 x 600 WRITING DECK AND 600(L) x 600(W) x 900(H) FRIDGE RECESS (REFER INTERNAL ELEVATION)	2
6	1200(W)x250(D)x300(H) STORAGE SHELVES OVER DESK	2
7	117 ltr TECO BAR FRIDGE	2
8	TOILET WITH DUAL FLUSH CISTERN (TASMAN SNV EXPOSED PAN WH) & TOILET ROLL HOLDER (UDOTRH-C)	2
9	1000 x 1000 CORNER SHOWER, RAIL (BI51029), 1200mm CURTAIN c/w KORE 40 SHOWER MIXER	2
10	600W x 350D PVC VANITY (ALPVUJE60P JESSICA) c/w KORE 40 BASIN MIXER (901301)	2
10A	600(W) x 600(H) SAVING CABINET c/w TWO DOOR MIRROR ABOVE VANITY (BI51020)	2
11	TOWEL RAIL ROD SS UDO CP 45CM	2
12	SINGLE COAT HOOKS (UDOCB-C)	8
13	1800(H) x 800(W) x 500(D) DOUBLE DOOR WARDROBE	2
14	250ltr HEAT PUMP (DUXD2FHG4HWOC)	1
15	N/A	-
16	1200(W)x250(D)x300(H) STORAGE SHELVES BELOW TV	2

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**COMPLETE SITE SERVICES**  
82 POWER AVENUE,  
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(PHONE) 9410 7100

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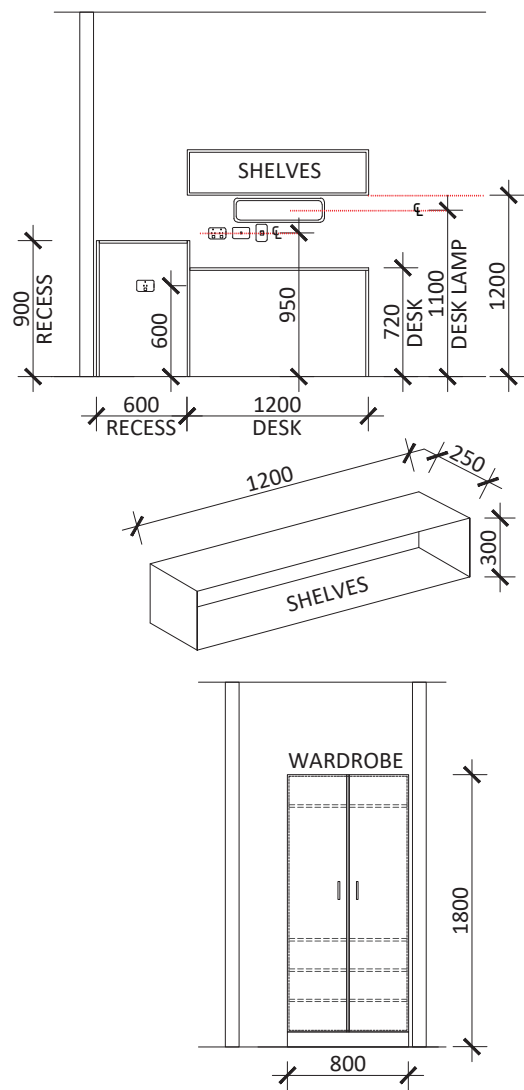
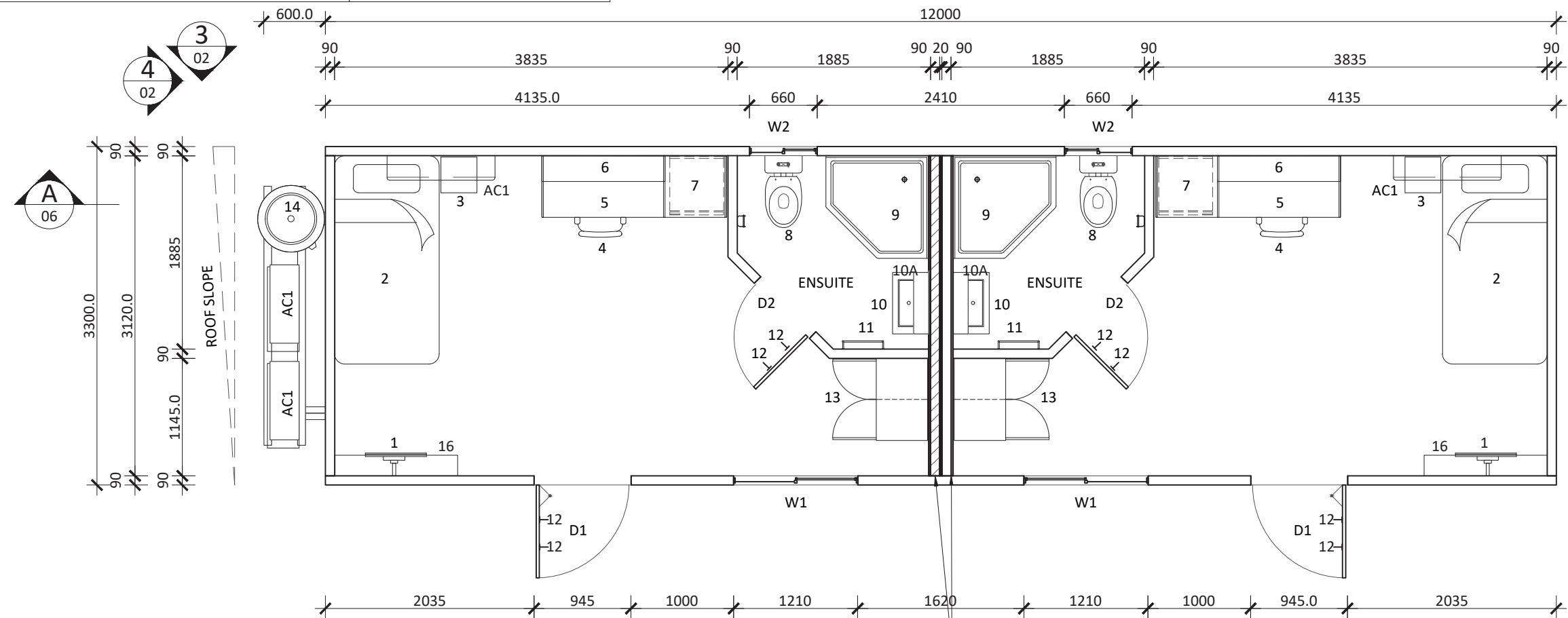


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BUILDING DESIGN CRITERIA	AREA - 39.6m²
Wind Load - in Accordance with AS.1170.2:2011	DIMENSIONS - 12.0m x 3.30m
REGION A, TERRAIN CATEGORY 2	PERIMETER - 30.6lm
Annual Probability of Exceedance 1:500	CEILING HEIGHT - 2.4m
REGIONAL WIND SPEED - V500 = 45 m/s	
Built To: BUILDING CLASS 1b	OVERALL HEIGHT - 3.10m



SHORT SPECIFICATION	
BASE	STEEL CHASSIS WITH FLOOR JOISTS
FLOOR	18mm CFC SHEET FLOORING
FLOOR INSULATION	AIR-CELL PERMIFLOOR IN BETWEEN FLOOR JOIST AND FLOORING SHEET
FLOOR COVERING	2.0mm COMMERCIAL GRADE VINYL
FLOOR COVERING (WET AREA)	2.0mm COMMERCIAL GRADE SLIP RESISTANCE VINYL
ROOF	STEEL FRAME c/w GRADED STEEL BUILD UPS
ROOF LINING	TRIMDECK OR SIMILAR SHEETING
ROOF FLASHING	STANDARD FLASHING
ROOF INSULATION	R1.3 ANTICON + R3.0 CEILING BATTS
CORNER FLASHING	150x150 CORNER FLASHING
CEILING JOIST	STEEL STUD FRAME
CEILING LINING	DECORATIVE PLY (3.6mm NOMINAL)
WALL INSULATION	R2.5 HIGH DENSITY BATTS + INSULBREAK 70
EXTERNAL LINING	COLORBOND CUSTOM ORB LAID HORIZONTALLY IN TWO TONE (BOTTOM SHEET DEEP OCEAN WITH WINDSPRAY ABOVE)
EXTERNAL WALLS	90mm STEEL STUD WALL
INTERNAL WALLS	90mm STEEL STUD WALL
INTERNAL LINING	REFER AS PER SECTION DRAWING
CORNICE	PVC SCOTIA
SKIRTING	PVC SCOTIA / VINYL 150mm COVED TO WALL

COLOUR SPECIFICATION	
BASE	RED OXIDE
ROOF CLADDING	ZINCALUME
ROOF FLASHING	DEEP OCEAN
EXTERNAL WALLS	WINDSPRAY / DEEP OCEAN
INTERNAL WALLS	WHITE
CEILING LINING	MIRAGE PEARL
WINDOW FRAMES	WINDSPRAY
EXT DOOR & FRAME	WINDSPRAY
VINYL	KIMBERLEY / CARNARVON RED
CORNER FLASHING	WINDSPRAY / DEEPOCEAN
CORNICE	BLACK
SKIRTING	BLACK / CARARVON RED
CABINET	BEECH ANTHRACITE

3.6mm POLY PLY + 13mm SOUNDCHEK ON EACH SIDE + 32kg/m³ BATTS TO ONE WALL & IN CEILING FRAME 600mm BOTH SIDE IN BETWEEN CEILING JOISTS (SOUND PURPOSE)

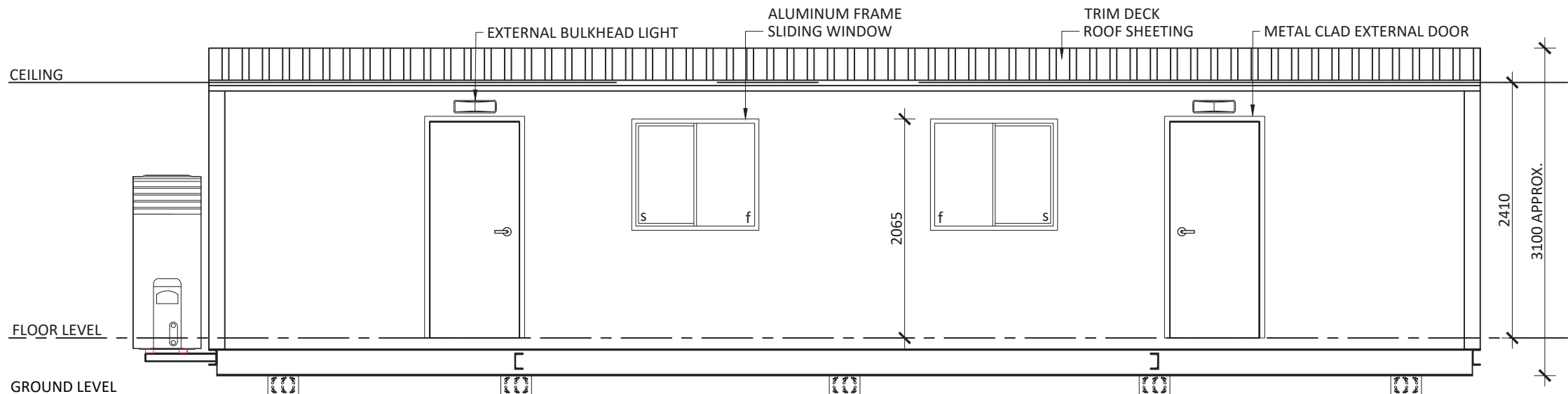
EQUIPMENT LIST		
No.	DESCRIPTION	QTY
D1	2040 x 920 METAL CLAD EXTERNAL DOOR c/w LEVER HANDLE ENTRANCE SET & DOOR CLOSER	2
D2	2040x720 INTERNAL PAINTED HOLLOW CORE DOOR c/w LEVER HANDLE PASSAGE SET	2
W1	1050(H)x1200(W) POWDER COATED ALUMINUM FRAMED SLIDING WINDOW c/w FLY SCREEN & ENCASED BLOCK OUT ROLLER BLIND	2
W2	650(W)x350(H) ALUMINUM FRAMED SLIDING WINDOW c/w FLY SCREEN	2
AC1	5.0Kw SPLIT SYSTEM AIR CONDITIONER c/w REMOTE CONTROL	2
1	32 INCH WALL MOUNTED TV WITH BRACKET	2
2	SEALY DIPLOMAT KING SINGLE ENSEMBLE BED WITH LOCKABLE CASTORS (LINEN /PILLOWS BY OTHERS)	2
3	BED SIDE TABLE	2
4	OFFICE REVOLVING CHAIR (WITHOUT ARM-REST)	2
EQUIPMENT LIST		
No.	DESCRIPTION	QTY
5	1200 x 600 WRITING DECK AND 600(L) x 600(W) x 900(H) FRIDGE RECESS (REFER INTERNAL ELEVATION)	2
6	1200(W)x250(D)x300(H) STORAGE SHELVES OVER DESK	2
7	117 ltr TECO BAR FRIDGE	2
8	TOILET WITH DUAL FLUSH CISTERN (TASMAN SNV EXPOSED PAN WH) & TOILET ROLL HOLDER (UDOTRH-C)	2
9	1000 x 1000 CORNER SHOWER, RAIL (BI51029), 1200mm CURTAIN c/w KORE 40 SHOWER MIXER	2
10	600W x 350D PVC VANITY (ALPVUJE60P JESSICA) c/w KORE 40 BASIN MIXER (901301)	2
10A	600(W) x 600(H) SAVING CABINET c/w TWO DOOR MIRROR ABOVE VANITY (BI51020)	2
11	TOWEL RAIL ROD SS UDO CP 45CM	2
12	SINGLE COAT HOOKS (UDOCB-C)	8
13	1800(H) x 800(W) x 500(D) DOUBLE DOOR WARDROBE	2
14	250ltr HEAT PUMP (DUXD2FHG4HWOC)	1
15	N/A	-
16	1200(W)x250(D)x300(H) STORAGE SHELVES BELOW TV	2

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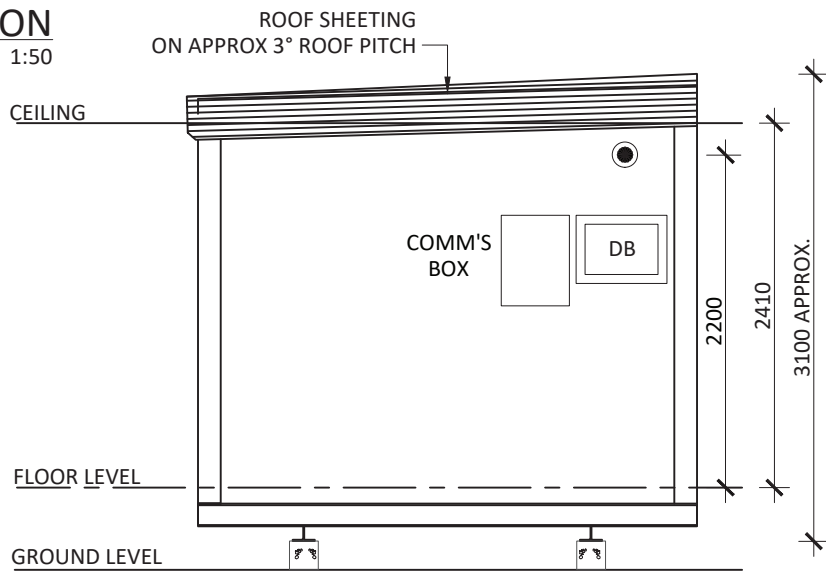


**COMPLETE SITE SERVICES**  
82 POWER AVENUE,  
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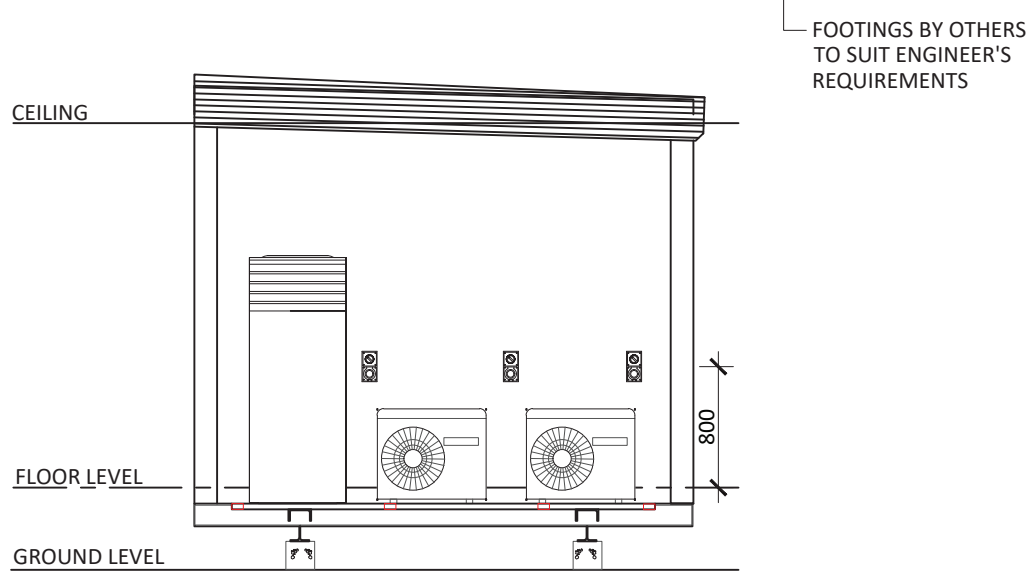
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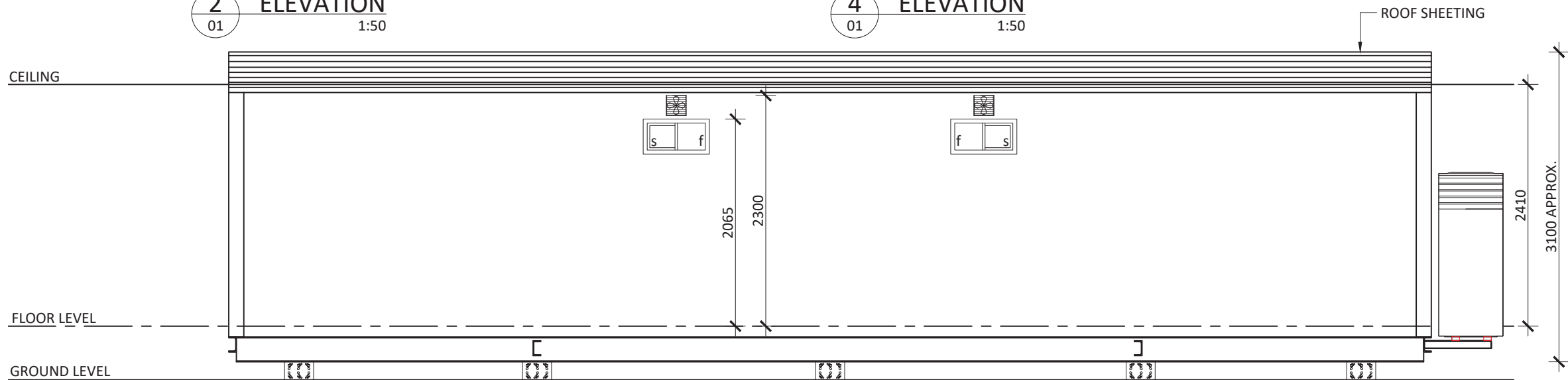
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DATE				DRAWN BY		DATE		CHECKED BY		DATE			DO NOT SCALE. REFER TO DIMENSIONS ONLY		120234-PB3246-AR-02			
NOTE: THESE DRAWINGS HAVE BEEN APPROVED FOR MANUFACTURING SHOULD ANY CHANGES BE MADE AFTER THE APPROVED DATE THE CONTRACT WILL NEED TO BE REVIEWED.				DP		12.05.20		-		-								
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				A		ISSUED FOR REVIEW		DP		12.05.20								




<p><b>BUILDING DESIGN CRITERIA</b></p> <p>Wind Load - in Accordance with AS.1170.2:2011          REGION A, TERRAIN CATEGORY 2          Annual Probability of Exceedance 1:500          REGIONAL WIND SPEED - V500 = 45 m/s          Built To: BUILDING CLASS 10a</p>	<p>AREA - 39.6m<sup>2</sup>          DIMENSIONS - 12.0m x 3.3m          PERIMETER - 30.6Lm          CEILING HEIGHT - 2.4m          OVERALL HEIGHT - 3.10 m</p>
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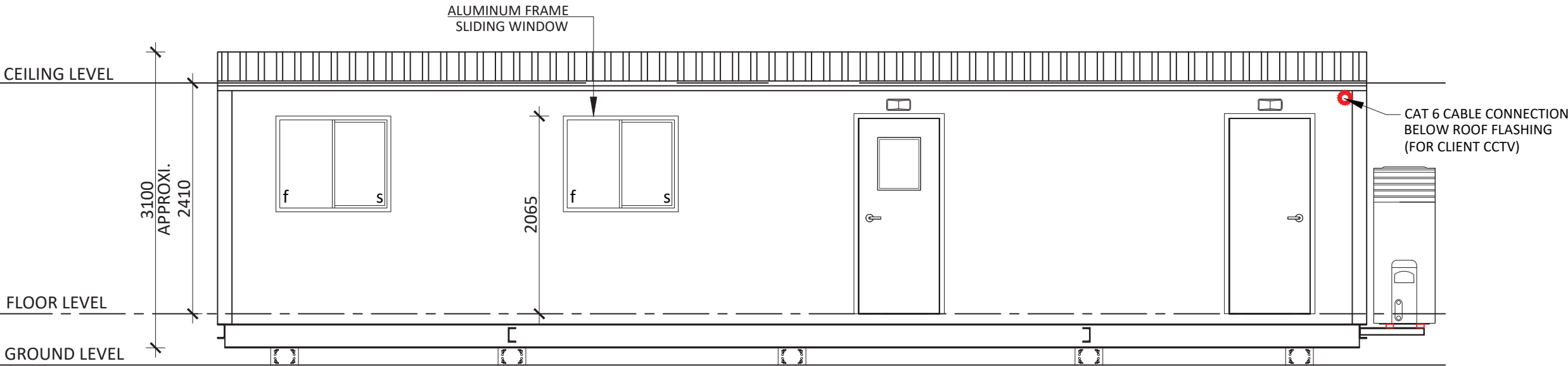


COLOUR SPECIFICATION	
BASE	RED OXIDE
ROOF CLADDING	ZINCALUME
ROOF FLASHING	DEEP OCEAN
EXTERNAL WALLS	WINDSPRAY/DEEP OCEAN
INTERNAL WALLS	WHITE
CEILING LINING	MIRAGE PEARL
WINDOW FRAMES	WINDSPRAY
EXT DOOR & FRAME	WINDSPRAY
VINYL	KIMBERLEY
VINYL WET AREA	CARNARVON RED
CORNER FLASHING	WINDSPRAY/DEEP OCEAN
CORNICE	BLACK
SKIRTING	BLACK
SKIRTING WET AREA	CARNARVON RED

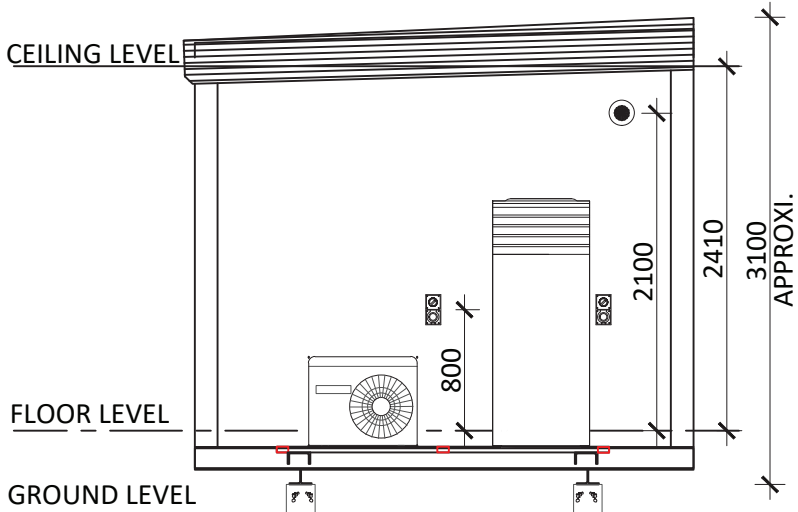
EQUIPMENT LIST		
No.	DESCRIPTION	QTY
D1	2040 x 920 METAL CLAD EXTERNAL DOOR c/w DOOR CLOSER , VIEWING PANEL & LEVER HANDLE ENTRANCE SET	1
D2	2040 x 920 METAL CLAD EXTERNAL DOOR c/w LEVER HANDLE ENTRANCE SET	1
W1	1050(H)x1200(W) ALUMINUM FRAMED SLIDING WINDOW c/w FLY SCREEN	2
AC1	3.5Kw SPLIT SYSTEM AIR CONDITIONER c/w REMOTE CONTROL & HOLDER	1
1	MLE22PN MAYTAG - COMMERCIAL FRONT LOAD WASHER AND STACKED DRYER	9
2	250LRT HEAT PUMP (DUXD2FHG4HWOC)	1
3	CLEANERS SINK (W-GRATE & LEGS) c/w HOT & COLD TAPS	1
4	45L STAINLESS-STEEL DOUBLE TROUGH c/w HOT & COLD TAPS & CABINET UNDER	1
5	FOLD AWAY IRONING STATION c/w IRONING BOARD, IRON & TIMER CONTROLLED POWER CUT OFF	1
6	1800(W) x 600(D) MELAMINE BENCH(CORNER ROUND EDGE)	2
7	1900(L) x 600(D) x 1800(H) 4 ROW SHELVING	1
8	2100(L) x 600(D) x 1800(H) 4 ROW SHELVING	1
9	1900(L) x 400(D) x 1800(H) 4 ROW SHELVING	1

CLIENT APPROVAL								PAGE SIZE		PAGE		SCALE		THIS DRAWING IS PROTECTED BY COPYRIGHT LAWS @ 2010			<b>COMPLETE SITE SERVICES</b> 82 POWER AVENUE, WATTLEUP, WA (PHONE) 9410 7100	CLIENT: CSI INTERNATIONAL PTY. LTD					
																		LOCATION: PARKER RANGE					
CLIENT SIGNATURE								A3		01		1:50		ALL WORKS DONE IN ACCORDANCE WITH RELEVANT AUSTRALIAN STANDARDS									
DATE								DRAWN BY		DATE		CHECKED BY		DATE				THESE DRAWINGS ARE NOT TO BE READ IN ISOLATION OF OTHER DRAWINGS					
NOTE: THESE DRAWINGS HAVE BEEN APPROVED FOR MANUFACTURING SHOULD ANY CHANGES BE MADE AFTER THE APPROVED DATE THE CONTRACT WILL NEED TO BE REVIEWED.				0		ISSUED FOR CONSTRUCTION		DP		20.06.20		DP		12.05.20		-		-		TITLE: 12.0 x 3.3 LAUNDRY & CLEANER RM 1 PLAN			
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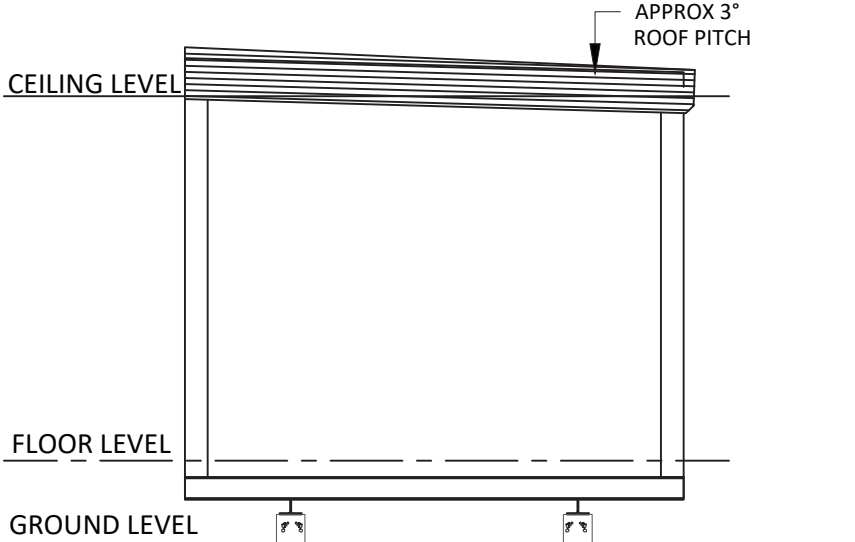
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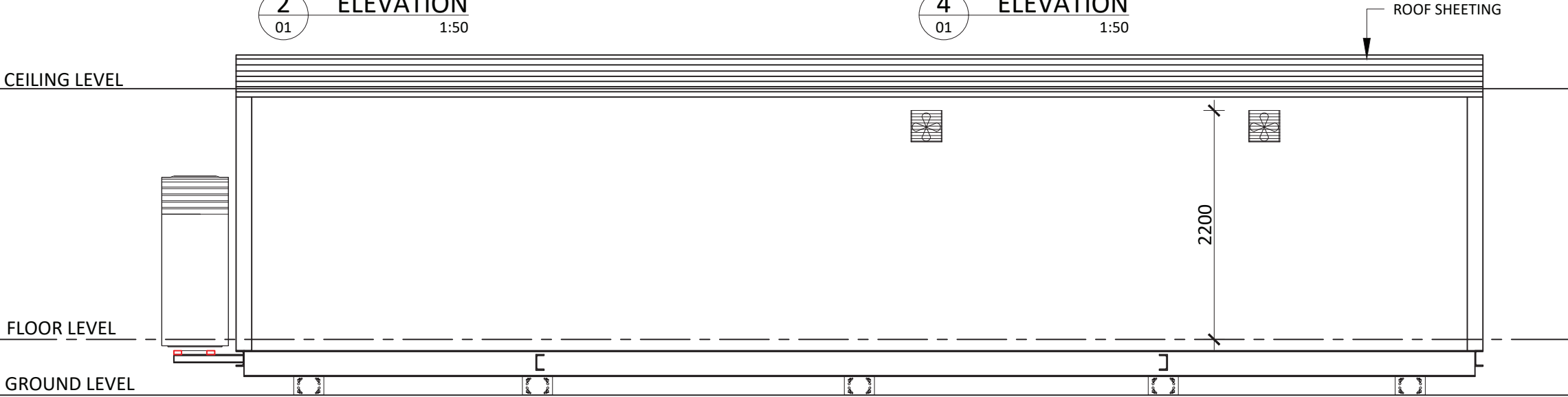
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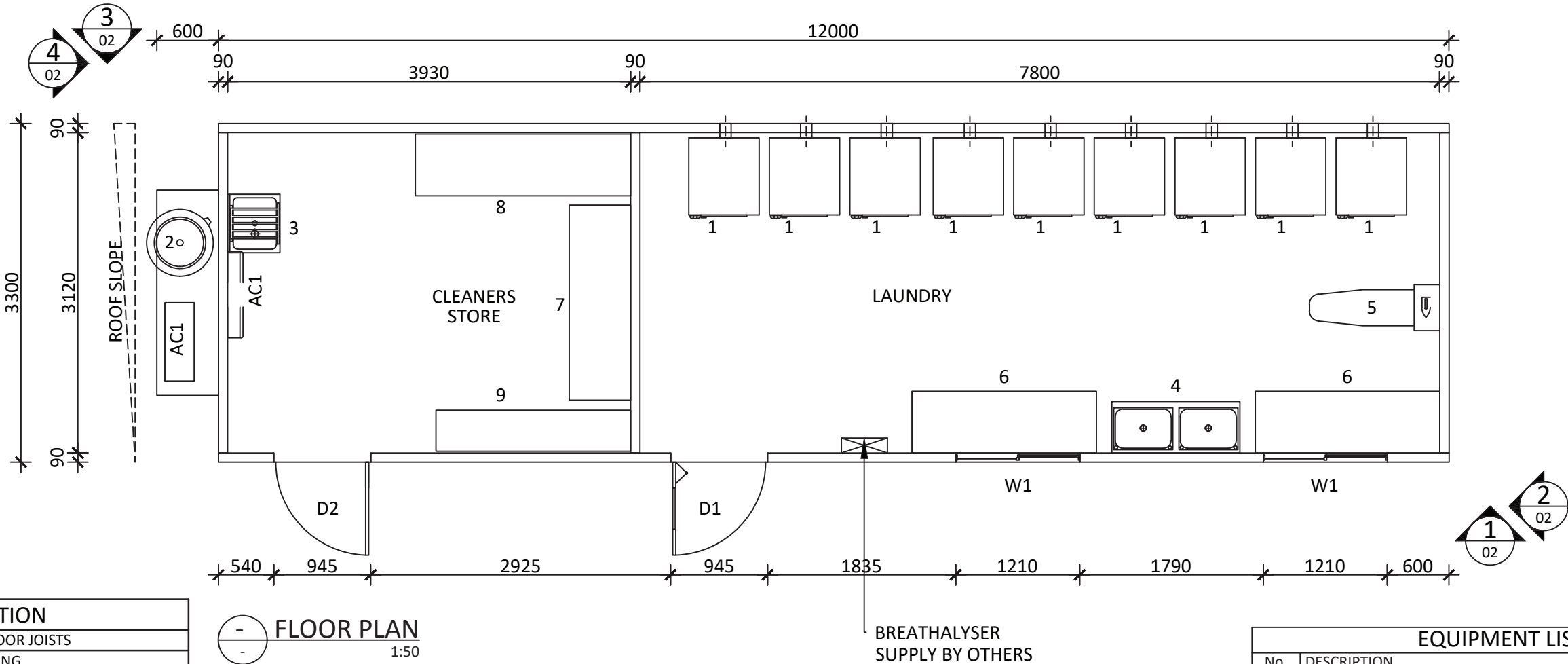
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				A ISSUED FOR REVIEW		DP		12.05.20												
				REV DESCRIPTION		INIT		DATE												



BUILDING DESIGN CRITERIA	AREA - 39.6m²
Wind Load - in Accordance with AS.1170.2:2011	DIMENSIONS - 12.0m x 3.3m
REGION A, TERRAIN CATEGORY 2	PERIMETER - 30.6Lm
Annual Probability of Exceedance 1:500	CEILING HEIGHT - 2.4m
REGIONAL WIND SPEED - V500 = 45 m/s	
Built To: BUILDING CLASS 10a	OVERALL HEIGHT - 3.10 m



SHORT SPECIFICATION	
BASE	STEEL CHASSIS WITH FLOOR JOISTS
FLOOR	18mm CFC SHEET FLOORING
FLOOR INSULATION IN CLEANERS STORE	AIR-CELL PERMIFLOOR IN BETWEEN FLOOR JOIST & FLOORING SHEET
FLOOR COVERING	2.0mm COMMERCIAL GRADE VINYL
FLOOR COVERING (WET AREA)	2.0mm COMMERCIAL GRADE SLIP RESISTANCE VINYL
ROOF	STEEL FRAME c/w GRADED STEEL BUILD UPS
ROOF LINING	TRIMDECK OR SIMILAR SHEETING
ROOF FLASHING	STANDARD FLASHING
ROOF INSULATION	R1.3 ANTICON + R3.0 CEILING BATTS
CORNER FLASHING	150x150 CORNER FLASHING
CEILING LINING	DECORATIVE PLY (3.6mm NOMINAL)
WALL INSULATION	R2.5 HIGH DENSITY BATTS + INSULBREAK 70
EXTERNAL LINING	COLORBOND CUSTOM ORB LAID HORIZONTALLY IN TWO TONE (BOTTOM SHEET DEEP OCEAN WITH WINDSPRAY ABOVE)
EXTERNAL WALLS	90mm STEEL STUD WALL
INTERNAL WALLS	90mm STEEL STUD WALL
INTERNAL LINING	POLY PLY (3.6mm NOMINAL)
CORNICE	PVC SCOTIA
SKIRTING	PVC SCOTIA / COVED VINYL TO WET AREA

COLOUR SPECIFICATION			
BASE	RED OXIDE		
ROOF CLADDING	ZINCALUME		
ROOF FLASHING	DEEP OCEAN		
EXTERNAL WALLS	WINDSPRAY/DEEP OCEAN		
INTERNAL WALLS	WHITE		
CEILING LINING	MIRAGE PEARL		
WINDOW FRAMES	WINDSPRAY		
EXT DOOR & FRAME	WINDSPRAY		
VINYL	KIMBERLEY		
VINYL WET AREA	CARNARVON RED		
CORNER FLASHING	WINDSPRAY/DEEP OCEAN		
CORNICE	BLACK		
SKIRTING	BLACK		
SKIRTING WET AREA	CARNARVON RED		

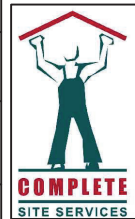
EQUIPMENT LIST		
No.	DESCRIPTION	QTY
D1	2040 x 920 METAL CLAD EXTERNAL DOOR c/w DOOR CLOSER , VIEWING PANEL & LEVER HANDLE ENTRANCE SET	1
D2	2040 x 920 METAL CLAD EXTERNAL DOOR c/w LEVER HANDLE ENTRANCE SET	1
W1	1050(H)x1200(W) ALUMINUM FRAMED SLIDING WINDOW c/w FLY SCREEN	2
AC1	3.5Kw SPLIT SYSTEM AIR CONDITIONER c/w REMOTE CONTROL & HOLDER	1
1	MLE22PN MAYTAG - COMMERCIAL FRONT LOAD WASHER AND STACKED DRYER	9
2	250LRT HEAT PUMP (DUXD2FHG4HWOC)	1
3	CLEANERS SINK (W-GRATE & LEGS) c/w HOT & COLD TAPS	1
4	45L STAINLESS-STEEL DOUBLE TROUGH c/w HOT & COLD TAPS & CABINET UNDER	1
5	FOLD AWAY IRONING STATION c/w IRONING BOARD, IRON & TIMER CONTROLLED POWER CUT OFF	1
6	1800(W) x 600(D) MELAMINE BENCH(CORNER ROUND EDGE)	2
7	1900(L) x 600(D) x 1800(H) 4 ROW SHELVING	1
8	2100(L) x 600(D) x 1800(H) 4 ROW SHELVING	1
9	1900(L) x 400(D) x 1800(H) 4 ROW SHELVING	1

CLIENT APPROVAL					
CLIENT SIGNATURE					
DATE					
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A	ISSUED FOR REVIEW	DP	12.05.20		
REV	DESCRIPTION	INIT	DATE		

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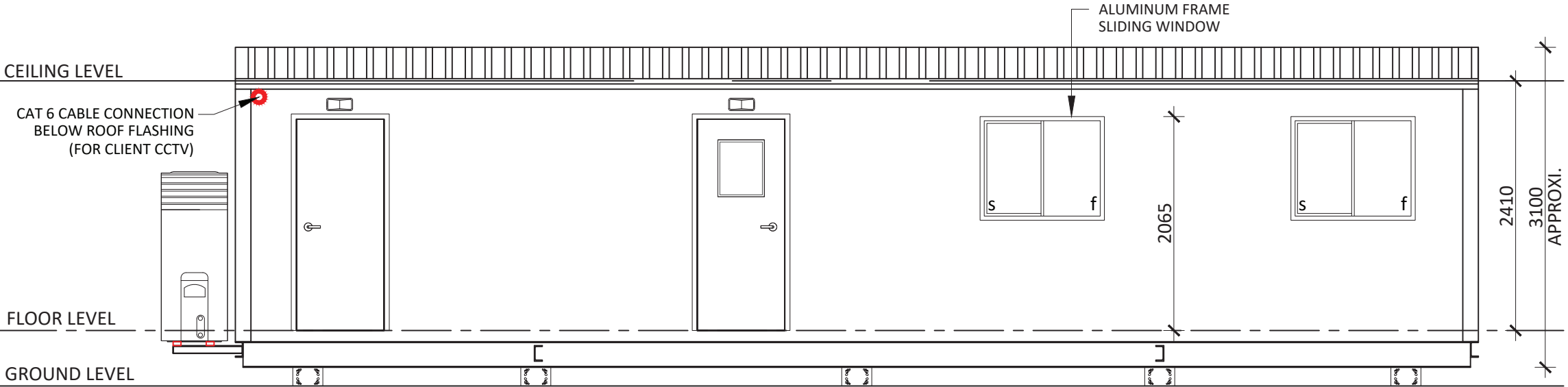
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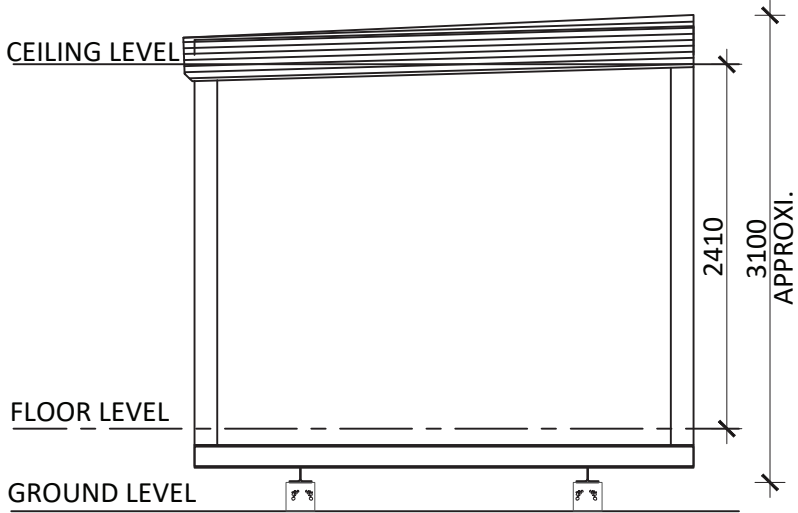
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82 POWER AVENUE,  
WATTLEUP, WA  
(PHONE) 9410 7100

CLIENT:	CSI INTERNATIONAL PTY. LTD
LOCATION:	PARKER RANGE
TITLE:	12.0 x 3.3 LAUNDRY & CLEANER RM 2 PLAN
DRAWING NUMBER	120234-PB3249-AR-01
REVISION	0

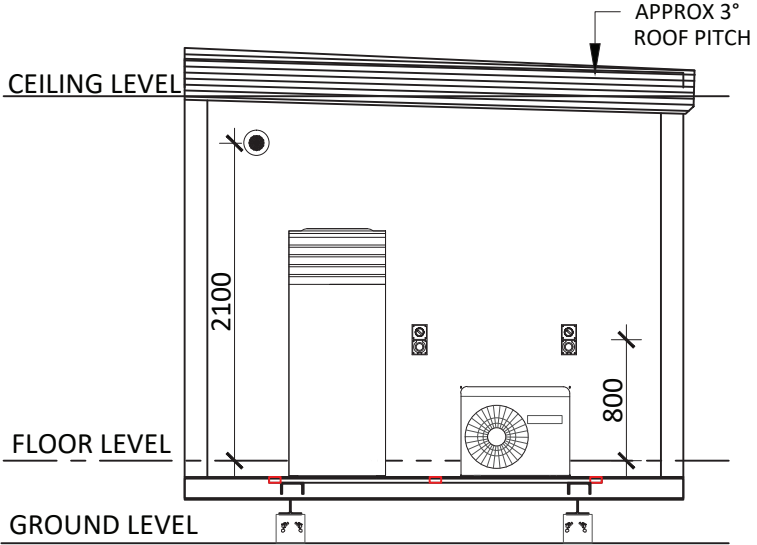
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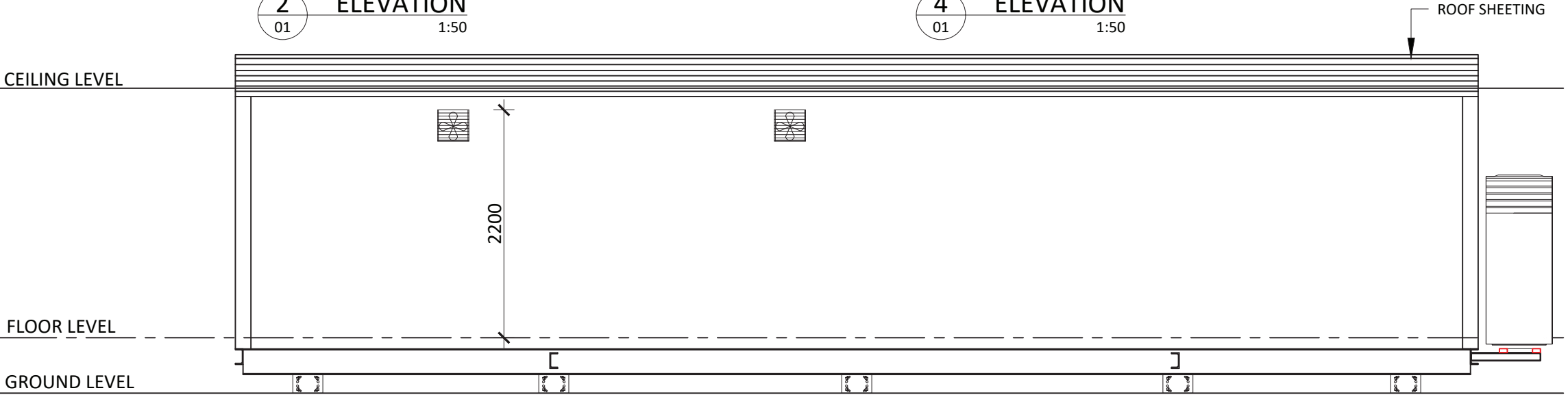
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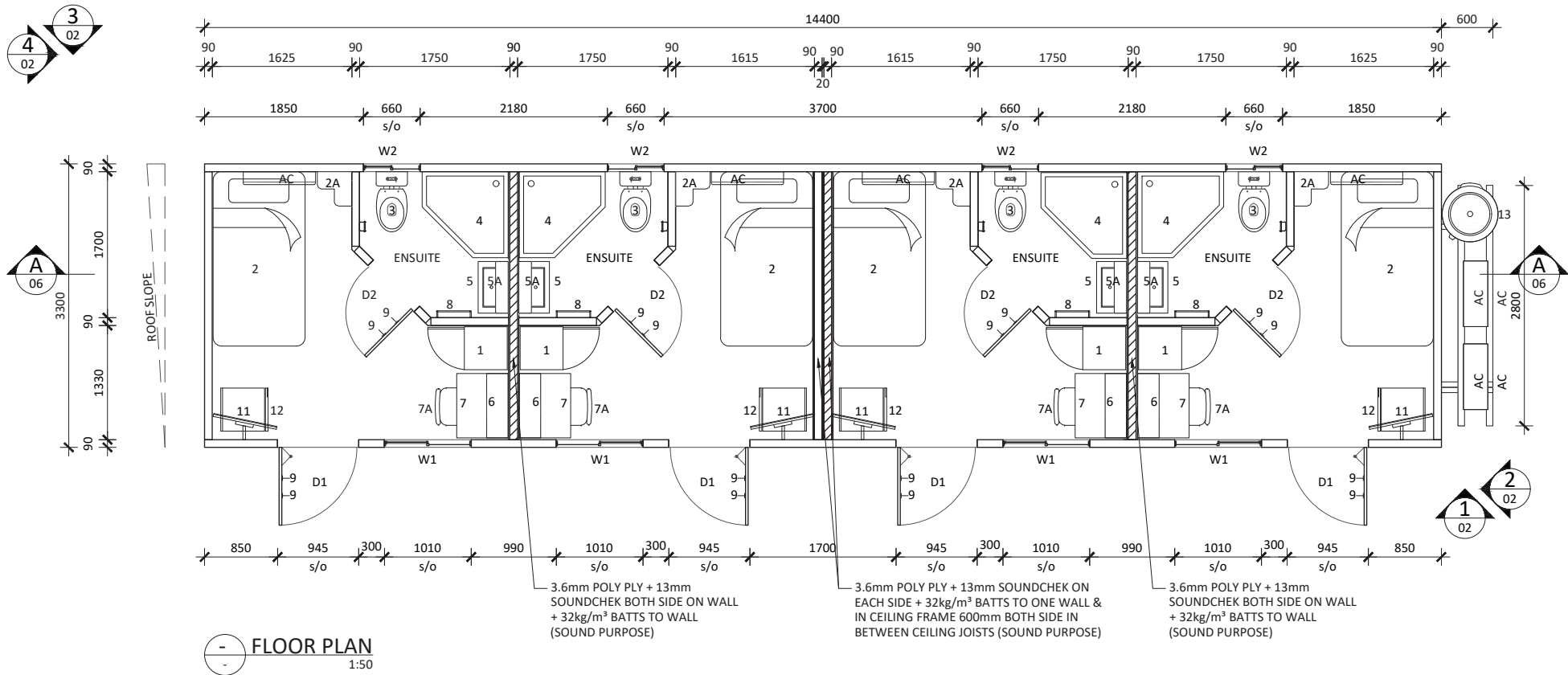


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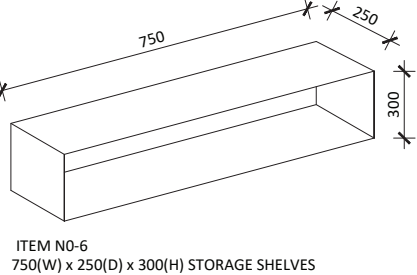
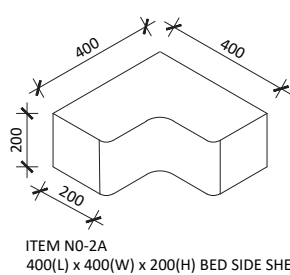
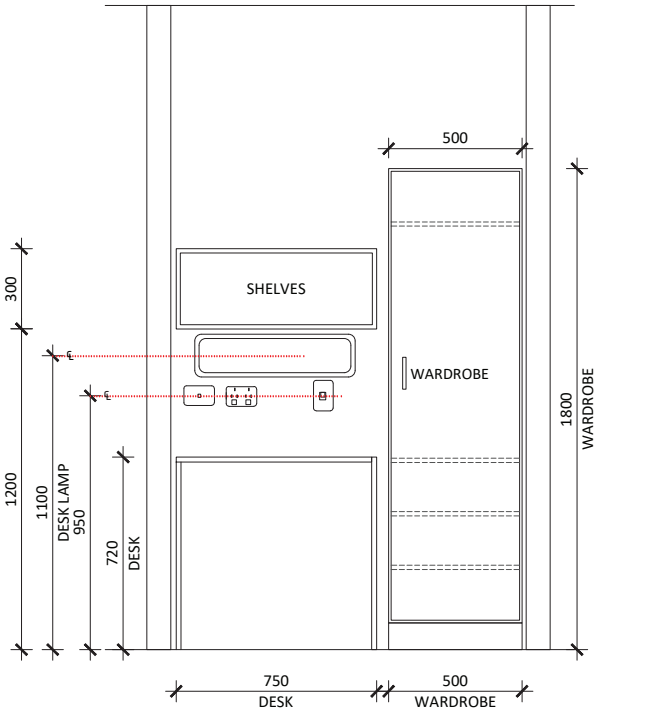
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<u>CLIENT SIGNATURE</u>										DRAWN BY					DATE		CHECKED BY		DATE
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				REV		DESCRIPTION		INIT		DATE									

BUILDING DESIGN CRITERIA Wind Load - in Accordance with AS.1170.2:2011 REGION A, TERRAIN CATEGORY 2 Annual Probability of Exceedance 1:500 REGIONAL WIND SPEED - V500 = 45 m/s Built To: BUILDING CLASS 1b	AREA - 47.52m <sup>2</sup> DIMENSIONS - 14.4m x 3.30m PERIMETER - 35.4lm CEILING HEIGHT - 2.4m  OVERALL HEIGHT - 3.10m
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FLOOR PLAN  
1:50



SHORT SPECIFICATION		COLOUR SPECIFICATION	
BASE	STEEL CHASSIS WITH G550 FLOOR JOISTS	BASE	RED OXIDE
FLOOR	18mm CFC SHEET FLOORING	ROOF CLADDING	ZINCALUME
FLOOR INSULATION	AIR-CELL PERMIFLOOR IN BETWEEN FLOOR JOIST AND FLOORING SHEET	ROOF FLASHING	DEEP OCEAN
		EXTERNAL WALLS	WINDSPRAY / DEEP OCEAN
FLOOR COVERING	2.0mm COMMERCIAL GRADE VINYL	INTERNAL WALLS	WHITE
FLOOR COVERING (WET AREA)	2.0mm COMMERCIAL GRADE SLIP RESISTANCE VINYL	CEILING LINING	MIRAGE PEARL
ROOF	STEEL FRAME c/w GRADED STEEL BUILD UPS	WINDOW FRAMES	WINDSPRAY
ROOF LINING	TRIMDECK OR SIMILAR SHEETING	EXT DOOR & FRAME	WINDSPRAY
ROOF FLASHING	STANDARD FLASHING	VINYL	KIMBERLEY / CARNARVON RED
ROOF INSULATION	R1.3 ANTICON + R3.0 CEILING BATTS		WINDSPRAY / DEEPOCEAN
CORNER FLASHING	150x150 CORNER FLASHING	CORNER FLASHING	WINDSPRAY / DEEPOCEAN
CEILING JOIST	STEEL STUD FRAME	CORNICE	BLACK
CEILING LINING	DECORATIVE PLY (3.6mm NOMINAL)	SKIRTING	BLACK / CARARVON RED
WALL INSULATION	R2.5 HIGH DENSITY BATTS + INSULBREAK 70		BEECH ANTHRACITE
EXTERNAL LINING	COLORBOND CUSTOM ORB LAID HORIZONTALLY IN TWO TONE (BOTTOM SHEET DEEP OCEAN WITH WINDSPRAY ABOVE)	CABINET	
EXTERNAL WALLS	90mm STEEL STUD WALL		
INTERNAL WALLS	90mm STEEL STUD WALL		
INTERNAL LINING	REFER AS PER SECTION DRAWING		
CORNICE	PVC SCOTIA		
SKIRTING	PVC SCOTIA / VINYL 150mm COVED TO WALL		

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A	ISSUED FOR REVIEW	DP	14.05.20							

PB - NUMBERS

PB3224-01  
PB3225-01  
PB3226-01  
PB3227-01  
PB3229-01  
PB3231-01  
PB3233-01  
PB3235-01  
PB3237-01  
PB3239-01  
PB3241-01  
PB3242-01

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EQUIPMENT LIST		
No.	DESCRIPTION	QTY
D1	2040x920 METAL CLAD EXTERNAL DOOR c/w LEVER HANDLE ENTRANCE SET, DOOR STOP, CABIN HOOK & DOOR CLOSER	4
D2	2040x720 INTERNAL PAINTED HOLLOW CORE DOOR c/w LEVER HANDLE PASSAGE SET	4
W1	1050(H)x1000(W) POWDER COATED ALUMINUM FRAMED SLIDING WINDOW c/w FLY SCREEN & ENCASED BLOCK OUT ROLLER BLIND	4
W2	650(W)x350(H) ALUMINUM FRAMED SLIDING WINDOW c/w FLY SCREEN	4
AC	2.5kw SPLIT SYSTEM AIR CONDITIONER c/w REMOTE CONTROL & HOLDER	4

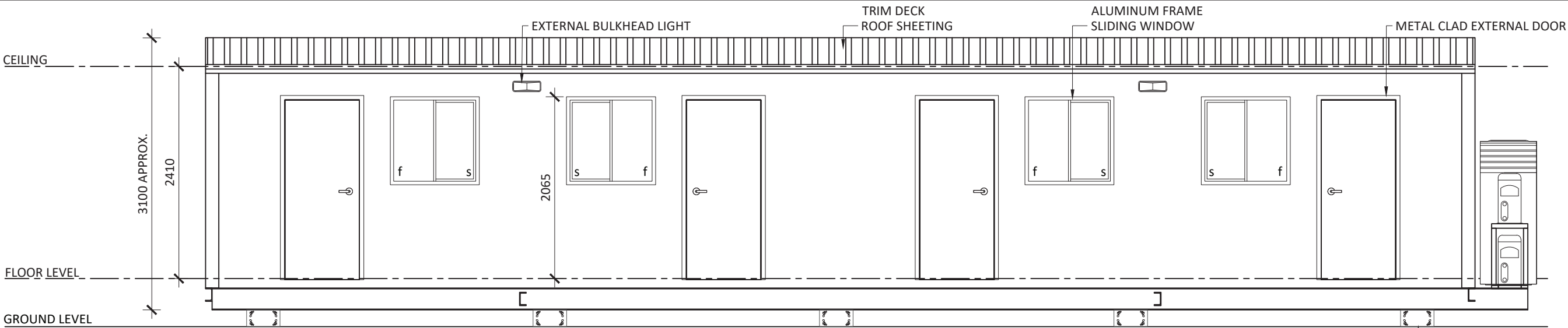
EQUIPMENT LIST		
No.	DESCRIPTION	QTY
1	1800(H) x 500(W) x 500(D) SINGLE DOOR WARDROBE	4
2	SEALY DIPLOMAT KING SINGLE ENSEMBLE BED WITH LOCKABLE CASTORS (LINEN / PILLOWS BY OTHERS)	4
2A	400(L) x 400(W) x 200(H) BED SIDE SHELVES @ 1000mm	4
3	TOILET WITH DUAL FLUSH CISTERN (TASMAN SNV EXPOSED PAN WH) & TOILET ROLL HOLDER (UDOTRH-C)	4
4	1000 x 1000 CORNER SHOWER, RAIL (BI51029), 1200mm CURTAIN c/w KORE 40 SHOWER MIXER	4
5	600W x 350D PVC VANITY (ALPVUJEG6P JESSICA) c/w KORE 40 BASIN MIXER (901301)	4
5A	600(W) x 600(H) SAVING CABINET c/w TWO DOOR MIRROR ABOVE VANITY (BI51020)	4
6	750(W) x 250(D) x 300(H) STORAGE SHELVES	4
7	750 x 600 WRITING DESK	4
7A	OFFICE REVOLVING CHAIR (WITHOUT ARM-REST)	4
8	TOWEL RAIL ROD SS UDO CP 45CM	4
9	SINGLE COAT HOOKS (UDOH-C)	16
10	N/A	-
11	32 INCH WALL MOUNTED TV WITH BRACKET	4
12	117 ltr TECO BAR FRIDGE	4
13	250ltr HEAT PUMP (DUXD2FHG4HWOC)	1

CLIENT: CSI INTERNATIONAL PTY LTD	
LOCATION: PARKER RANGE	
TITLE: 14.4 x 3.3m 4P RH SPQ FLOOR PLAN	
DRAWING NUMBER	REVISION
120234-RHSPQ-AR-01	0

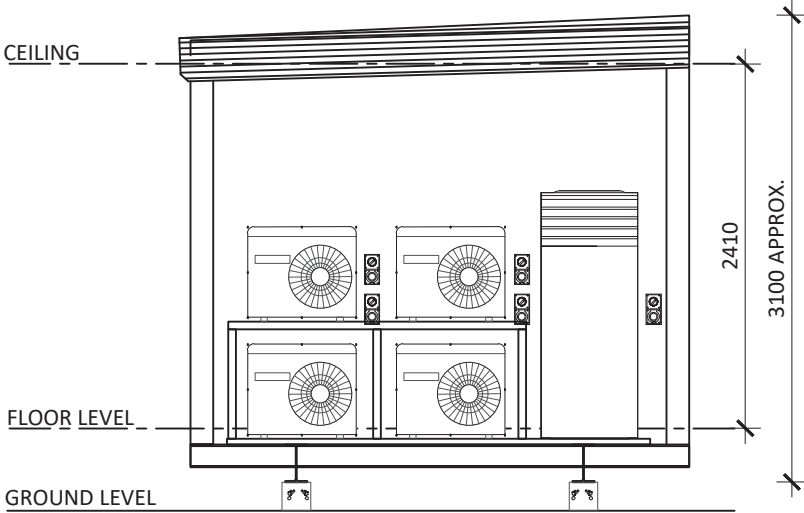


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WATTLEUP, WA  
(PHONE) 9410 7100

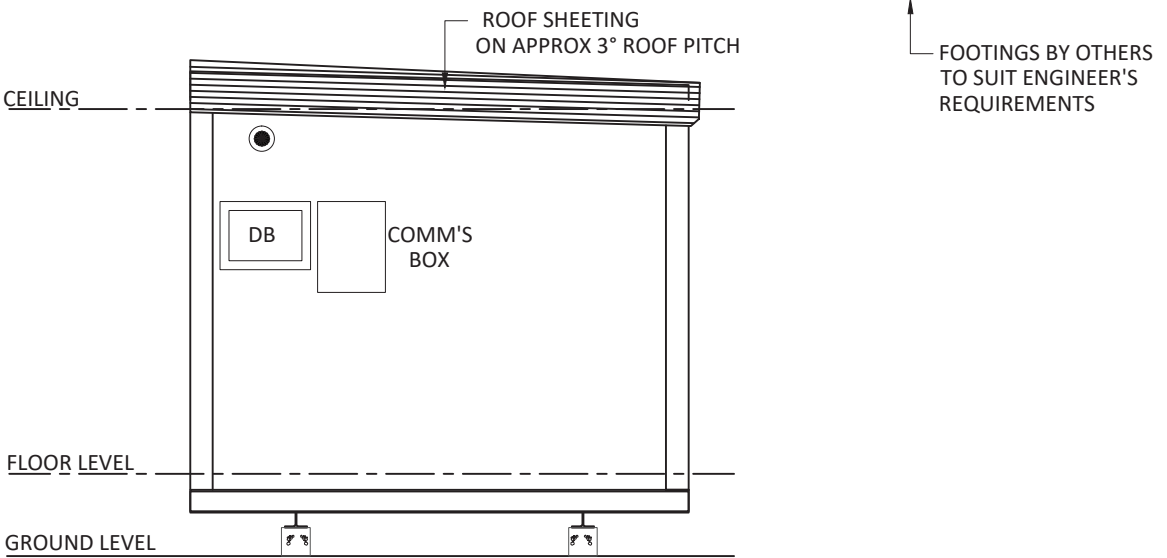
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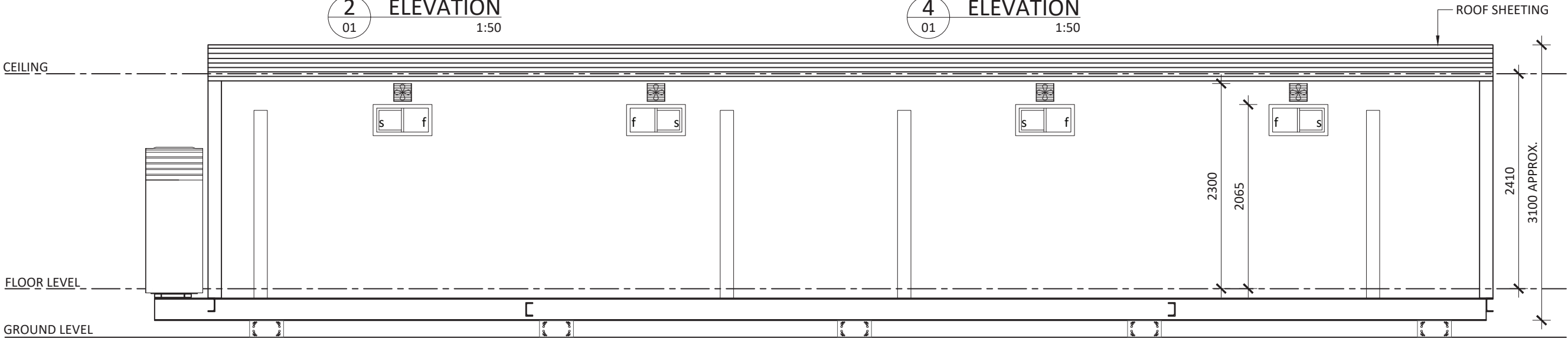
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PB - NUMBERS

- PB3224-02
- PB3225-02
- PB3226-02
- PB3227-02
- PB3229-02
- PB3231-02
- PB3233-02
- PB3235-02
- PB3237-02
- PB3239-02
- PB3241-02
- PB3242-02

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														DRAWING NUMBER	
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	A	ISSUED FOR REVIEW		DP	14.05.20										
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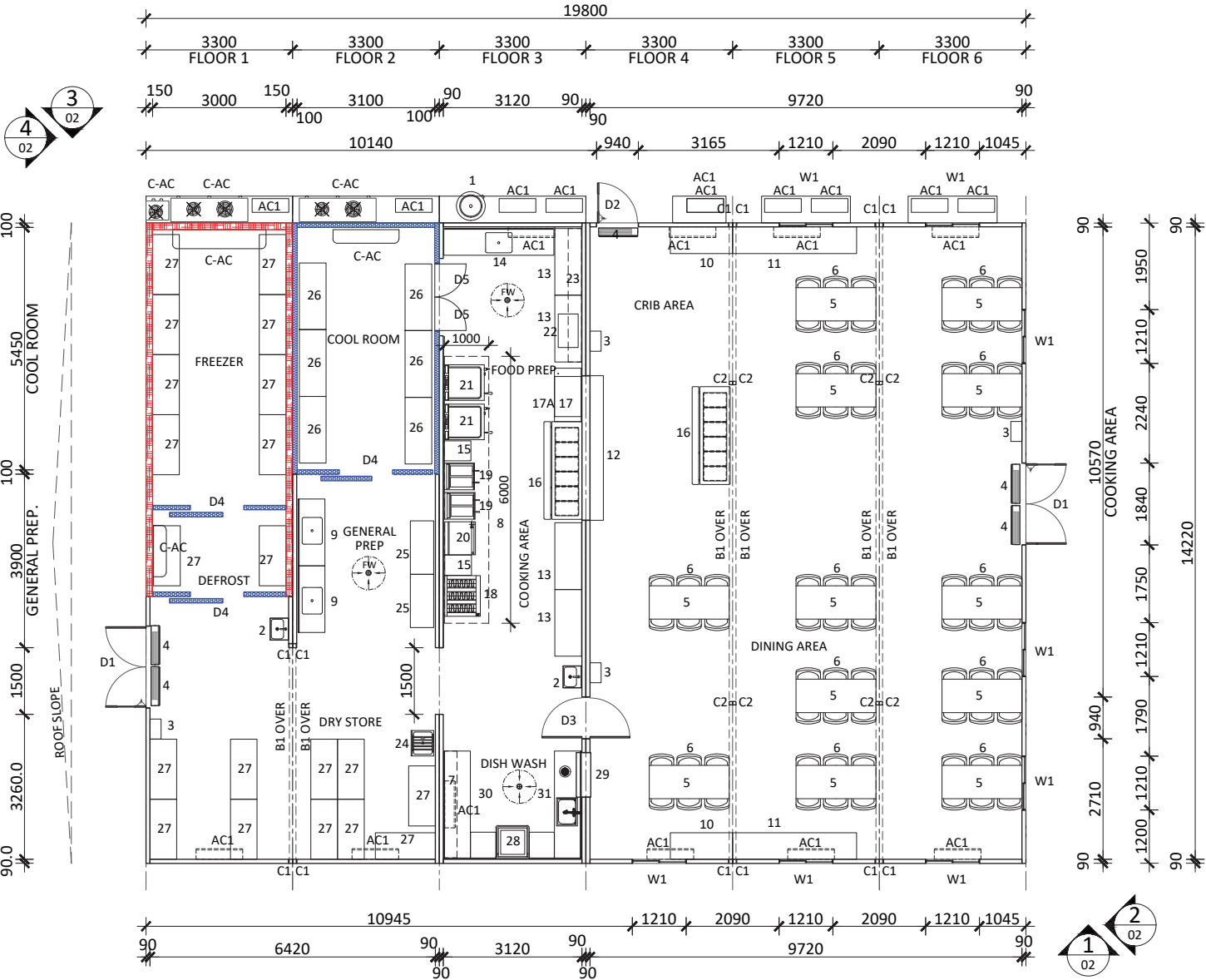


<b>BUILDING DESIGN CRITERIA</b> Wind Load - in Accordance with AS.1170.2:2011 REGION A, TERRAIN CATEGORY 2 Annual Probability of Exceedance 1:500 REGIONAL WIND SPEED - V500 = 45 m/s Built To: BUILDING CLASS 6 & 7b	AREA - 285.12m² DIMENSIONS - 19.8m x 14.4m PERIMETER - 68.4lm CEILING HEIGHT - 2.7m  OVERALL HEIGHT - 3.60m APPROX.
--	--

LEGEND		
	DESCRIPTION	
4	FLOOR WASTE	3

COLOUR SPECIFICATION	
BASE	RED OXIDE
ROOF CLADDING	ZINCALUME
ROOF FLASHING	DEEP OCEAN
EXTERNAL WALLS	WINDSPRAY/DEEP OCEAN
INTERNAL WALLS	WHITE
CEILING LINING	MIRAGE PEARL
WINDOW FRAMES	WINDSPRAY
EXT DOOR & FRAME	WINDSPRAY
VINYL	KIMBERLEY
VINYL WET AREA	CARNARVON RED
CORNER FLASHING	WINDSPRAY/DEEP OCEAN
CORNICE	BLACK
SKIRTING	BLACK
SKIRTING WET AREA	CARNARVON RED

SHORT SPECIFICATION	
BASE	STEEL CHASSIS WITH FLOOR JOISTS
BEAM	230mm PFC
COLUMN (C1)	89 x 89 x 3.5mm SHS
COLUMN (C2)	75 x 75 x 4.0mm SHS
FLOOR (DINING ROOM)	18mm CFC SHEET FLOORING
FLOOR COVERING (DINING ROOM)	2.0mm COMMERCIAL GRADE VINYL
FLOOR (KITCHEN & DRY STORE)	15mm CFC SHEET FLOORING
FLOOR COVERING (KITCHEN & DRY STORE)	2.0mm COMMERCIAL GRADE SLIP RESISTANCE VINYL
FLOOR (COOL RM, FREEZER & DEFROST AREA)	150mm INSULATED PANEL & 15mm CFC SHEET FLOORING TO COOL ROOM, FREEZER & DEFROST AREA
FLOOR COVERING	3mm CHECKERED PLATE TO COOL ROOM, FREEZER & DEFROST AREA
FLOOR INSULATION	AIR-CELL PERMIFLOR IN BETWEEN FLOOR JOIST AND FLOORING SHEET
ROOF	STEEL FRAME c/w GRADED STEEL BUILD UPS
ROOF LINING	MONOCLAD OR SIMILAR SHEETING
ROOF FLASHING	STANDARD FLASHING
ROOF INSULATION	R1.3 ANTICON + R3.0 CEILING BATTS
CORNER FLASHING	150x150 CORNER FLASHING
CEILING JOIST	STEEL STUD FRAME (EXCLUDE FREEZER, DEFROST & COOL ROOM)
CEILING LINING	DECORATIVE PLY (3.6mm NOMINAL)
CEILING	150mm INSULATED PANEL TO FREEZER, DEFROST AREA
CEILING	100mm INSULATED PANEL TO COOL ROOM AREA
WALL INSULATION	R2.5 HIGH DENSITY BATTS + INSULBREAK 70
EXTERNAL LINING	COLORBOND CUSTOM ORB LAID HORIZONTALLY IN TWO TONE (BOTTOM SHEET DEEP OCEAN WITH WINDSPRAY ABOVE)
EXTERNAL WALLS	90mm STEEL STUD WALL
INTERNAL WALLS	90mm STEEL STUD WALL & 150mm INSULATED PANEL WALL TO FREEZER, DEFROST & 100mm INSULATED PANEL WALL TO COOL ROOM AREA
INTERNAL LINING	POLY PLY (3.6mm NOMINAL)
SKIRTING	PVC SCOTIA / 150mm COVED VINYL



EQUIPMENT LIST		
No.	DESCRIPTION	QTY
1	250LRT HEAT PUMP (DUXD2FHG4HWOC)	1
2	S/S WALL MOUNT HAND BASIN c/w HANDS FREE FOOT / KNEE OPERATED LEVER TAP	2
3	INSECTOCUTOR	4
4	900w AIR CURTAIN	5
5	1800 x 750 DINING TABLE	12
6	STACKABLE CHAIRS	72
7	2400long x 300w x 300d S/S WALL MOUNT SHELF	1
8	EXHAUST CANOPY ABOVE COOKING EQUIPMENT (SIZE TBA)	1
9	1500w x 600d x 900h S/S BENCH c/w SINK INSET WITH SPRAY NOZZLE HOSE TAP	2
10	1400w x 600d x 900h LAMINATED BENCH TOP c/w CUPBOARDS UNDER	2
11	2800w x 600d x 900h LAMINATED BENCH TOP c/w CUPBOARDS UNDER	2
12	3250w x 300w S/S SERVERY SHELF	1
13	1500w x 600d x 900h S/S BENCH	4
14	2480w x 600d x 900h S/S BENCH c/w SINK INSET WITH SPRAY NOZZLE HOSE TAP	1
15	450w x 600d x 900h S/S INFILL BENCH	2
16	6 - MODULE BAIN MARIE c/w HEAT LAMPS & SNEEZEGUARD OVER, HOT CUPBOARDS BELOW	2
17	DECORATIVE CARVING STATION	1
17A	STAINLESS STEEL BENCH FOR CARVING STATION	1
18	6 - BURNER GAS COOKTOP c/w DECK OVEN	1
19	DEEP FRYER - DOUBLE BASKET	2
20	GRIDDLE PLATE ON 900 STAND	1
21	20 - TRAY COMBO OVEN	2
22	BENCH IOP SALAMANDER	1
23	3000long x 300w x 300d S/S WALL MOUNT SHELF	1
24	S/S CLEANER / MOP BUCKET SINK	1
25	525d x 1200w x 1800h POT RACK - (MANTOVA)	2
26	600d x 1500w x 1800h ZINC PLATED 4 TIER SHELVING (MANTOVA)	6
27	600d x 1350w x 1800h ZINC PLATED 4 TIER SHELVING (MANTOVA)	20
28	PASS THRU DISHWASHER c/w EXHAUST CANOPY OVER	1
29	200d x 1000w S/S SHELF - DISH RETURN	1
30	2400w x 500w x 600d x 900h S/S BENCH	1
31	2400w x 500w x 600d x 900h S/S BENCH c/w INSET SINK WITH SPRAY NOXXLE HOSE TAP & SCRAPE HOLE	1

EQUIPMENT LIST		
No.	DESCRIPTION	QTY
D1	2040 x 920 / 920 EXTERNAL DOUBLE DOOR c/w LEVER HANDLE ENTRANCE SET, DOOR CLOSER & VIEWING PANEL TO ACTIVE DOOR	2
D2	2040 x 920 EXTERNAL SINGLE DOOR c/w LEVER HANDLE ENTRANCE SET, DOOR CLOSER & VIEWING PANEL	1
D3	2040 x 920 SOLID CORE INTERNAL DOOR c/w VIEWING PANEL & DOUBLE SWING SPRING HINGE	1
D4	900W INSULATED PANEL SLIDING DOOR WITH SAFETY RELEASE & PLASTIC CURTAIN	3
D5	750 WIDE x 1800 HIGH DISPLAY DOOR	2
W1	1200(W)x1000(H) ALUMINUM FRAMED SLIDING WINDOW c/w FLY SCREEN & BLOCK OUT ROLLER BLIND	8
AC1	7.0kw SPLIT SYSTEM AIR CONDITIONER c/w REMOTE CONTROL	10
C-AC	CHILLER AIR CONDITIONER AS PER ROOM AREA FOR FREEZER, COOL ROOM & DEFROST (TBA)	-

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<b>CLIENT SIGNATURE</b>				DRAWN BY		DATE	CHECKED BY	DATE	ELECTRICAL TO COMPLY WITH AS3000-2007, AS3012-2003 & MECHANICAL WORKS TO COMPLY WITH RELEVANT STANDARDS.	
<b>DATE</b>				REV		DESCRIPTION	INIT	DATE	DO NOT SCALE. REFER TO DIMENSIONS ONLY	
NOTE: THESE DRAWINGS HAVE BEEN APPROVED FOR MANUFACTURING SHOULD ANY CHANGES BE MADE AFTER THE APPROVED DATE THE CONTRACT WILL NEED TO BE REVIEWED.				0		ISSUED FOR CONSTRUCTION	DP	14.07.20		
				B		RE ISSUED FOR REVIEW	DP	01.05.20		
				A		ISSUED FOR REVIEW	DP	20.04.20		

COMPLETE

SITE SERVICES

82 POWER AVENUE, WATTLEUP, WA (PHONE) 9410 7100

CLIENT: CSI INTERNATIONAL PTY. LTD

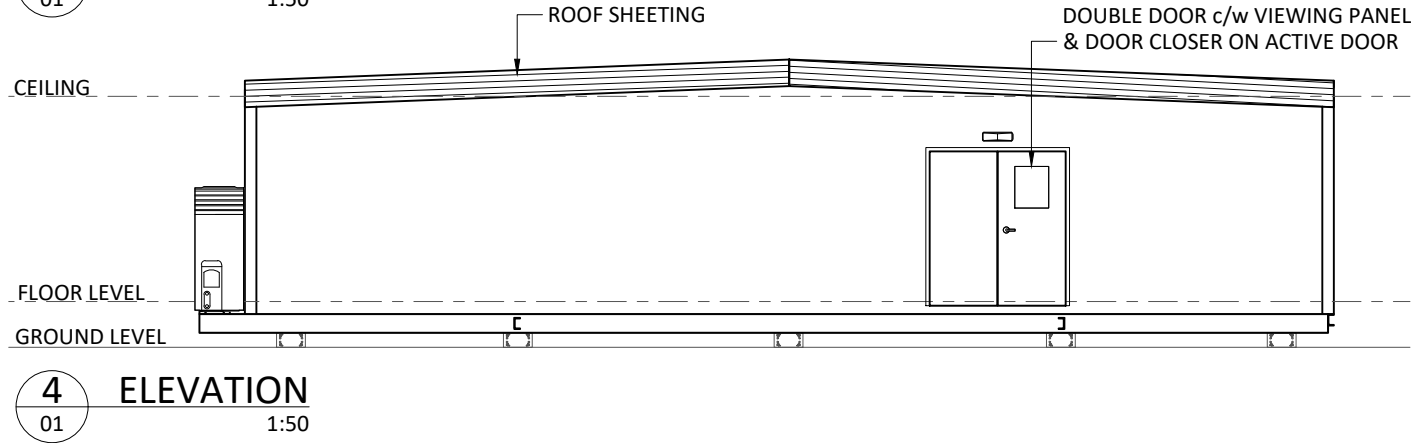
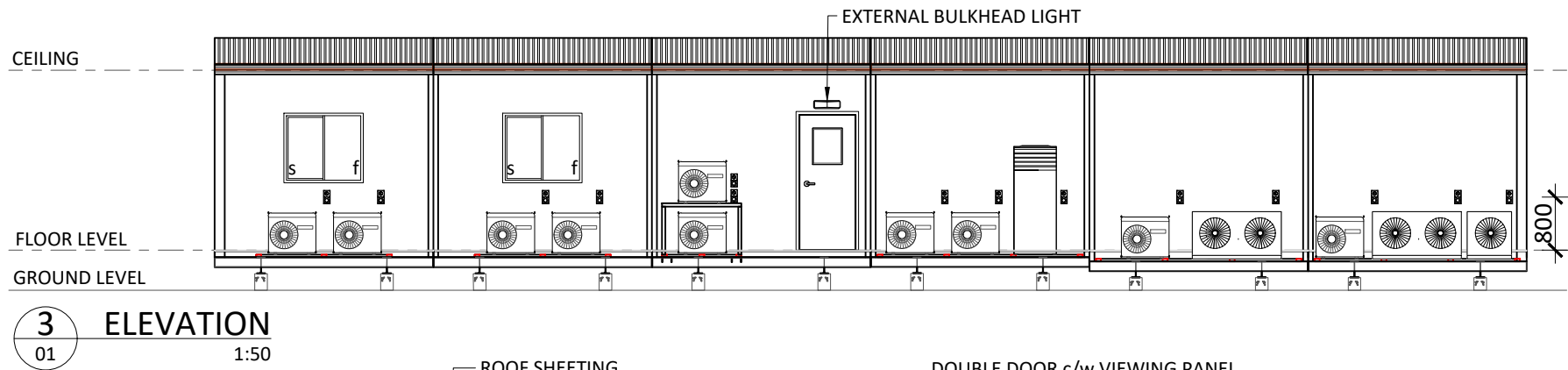
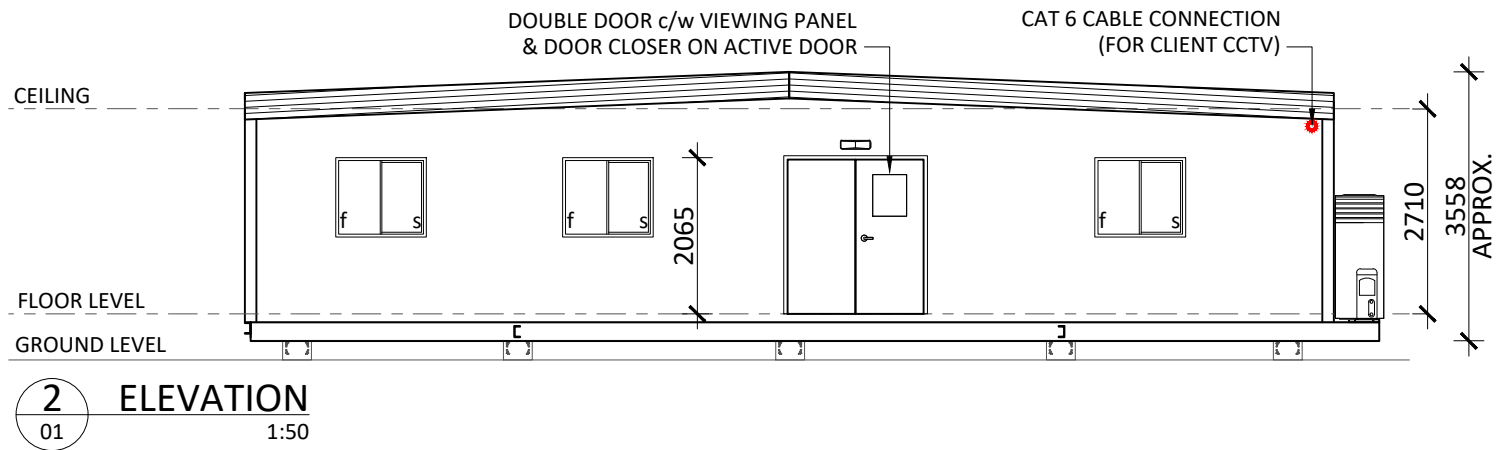
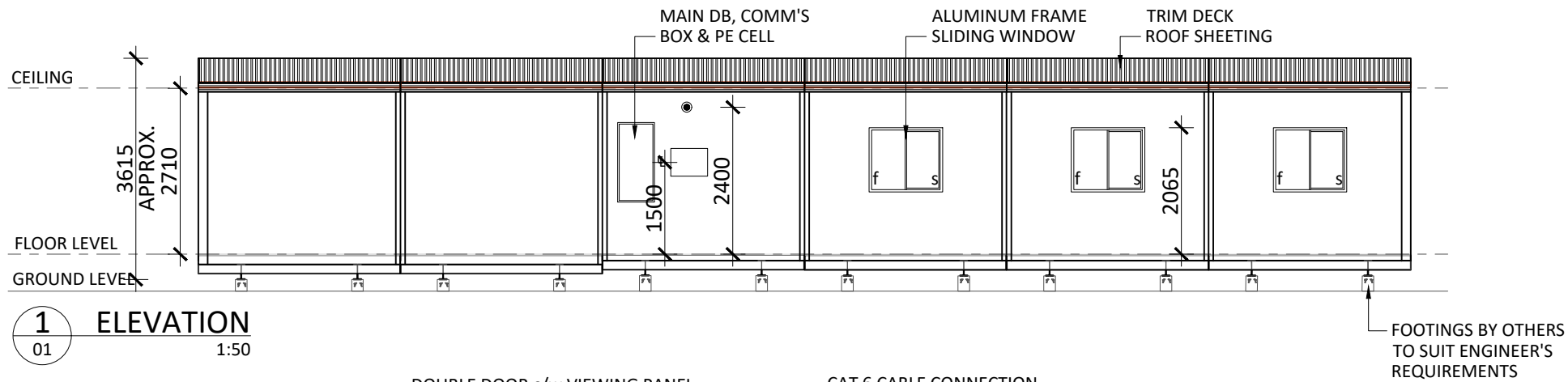
LOCATION: PARKER RANGE

TITLE: KITCHEN FLOOR PLAN


DRAWING NUMBER: 120234-PB3250-AR-01

REVISION: 0

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CLIENT APPROVAL								PAGE SIZE		PAGE		SCALE		THIS DRAWING IS PROTECTED BY COPYRIGHT LAWS @ 2010			<b>COMPLETE SITE SERVICES</b> 82 POWER AVENUE, WATTLEUP, WA (PHONE) 9410 7100		CLIENT: CSI INTERNATIONAL PTY. LTD		
								A3		02		1:100							LOCATION: PARKER RANGE		
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																			DRAWING NUMBER		REVISION
CLIENT SIGNATURE																			120234-PB3250-AR-02		0
DATE								DRAWN BY		DATE	CHECKED BY	DATE	ELECTRICAL TO COMPLY WITH AS3000-2007, AS3012-2003 & MECHANICAL WORKS TO COMPLY WITH RELEVANT STANDARDS.								
NOTE: THESE DRAWINGS HAVE BEEN APPROVED FOR MANUFACTURING SHOULD ANY CHANGES BE MADE AFTER THE APPROVED DATE THE CONTRACT WILL NEED TO BE REVIEWED.				0	ISSUED FOR CONSTRUCTION	DP	14.07.20	DP	19.05.20	-	-	DO NOT SCALE. REFER TO DIMENSIONS ONLY									
				A	ISSUED FOR REVIEW	DP	19.05.20														
				REV	DESCRIPTION	INIT	DATE														



# Attachment 9.2.1

## SHIRE OF YILGARN

### MONTHLY FINANCIAL STATEMENTS FOR THE MONTH ENDED 31 JULY 2023



# SHIRE OF YILGARN

## MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 July 2023

*LOCAL GOVERNMENT ACT 1995*

*LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

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**SHIRE OF YILGARN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JULY 2023**

		Adopted Budget Estimates	YTD Budget Estimates	YTD Actual	Variance* \$	Variance* %	Var.
	Supplement: Information	(a) \$	(b) \$	(c) \$	(c) - (b) \$	((c) - (b))/(b) %	
<b>OPERATING ACTIVITIES</b>							
<b>Revenue from operating activities</b>							
General rates		4,445,273	0	0	0	0.00%	
Grants, subsidies and contributions	13	517,278	60,708	46,028	(14,680)	(24.18%)	▼
Fees and charges		1,981,998	126,651	112,708	(13,943)	(11.01%)	▼
Interest revenue		614,324	51,193	54,546	3,353	6.55%	▲
Other revenue		716,810	59,354	49,974	(9,380)	(15.80%)	▼
Profit on asset disposals	6	16,275	43	0	(43)	(100.00%)	▼
		<b>8,291,958</b>	<b>297,949</b>	<b>263,256</b>	<b>(34,693)</b>	<b>(11.64%)</b>	
<b>Expenditure from operating activities</b>							
Employee costs		3,914,390	(349,766)	(167,048)	182,718	52.24%	▲
Materials and contracts		(1,681,179)	(293,912)	(75,484)	218,428	74.32%	▲
Utility charges		(873,180)	(72,746)	(73)	72,673	99.90%	▲
Depreciation		(4,830,700)	(402,551)	4,366	406,917	101.08%	▲
Finance costs		(12,662)	(1,055)	(4)	1,051	99.62%	▲
Insurance		(345,199)	(78,255)	(178,158)	(99,903)	(127.66%)	▼
Other expenditure		(853,840)	(72,078)	(105,358)	(33,280)	(46.17%)	▼
Loss on asset disposals	6	(286,154)	(106,097)	0	106,097	100.00%	▲
		<b>(4,968,524)</b>	<b>(1,376,460)</b>	<b>(521,759)</b>	<b>854,701</b>	<b>62.09%</b>	
Non-cash amounts excluded from operating activities	Note 2(b)	5,100,579	508,605	(4,779)	(513,384)	(100.94%)	▼
<b>Amount attributable to operating activities</b>		<b>8,424,013</b>	<b>(569,906)</b>	<b>(263,282)</b>	<b>306,624</b>	<b>53.80%</b>	
<b>INVESTING ACTIVITIES</b>							
<b>Inflows from investing activities</b>							
Proceeds from capital grants, subsidies and contributions	14	3,982,064	0	0	0	0.00%	
Proceeds from disposal of assets	6	563,500	0	0	0	0.00%	
		<b>4,545,564</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	
<b>Outflows from investing activities</b>							
Payments for property, plant and equipment	5	(4,818,574)	(190,265)	(2,020)	188,245	98.94%	▲
Payments for construction of infrastructure	5	(4,647,866)	(305,213)	(82,785)	222,428	72.88%	▲
		<b>(9,466,440)</b>	<b>(495,478)</b>	<b>(84,805)</b>	<b>410,673</b>	<b>82.88%</b>	
<b>Amount attributable to investing activities</b>		<b>(4,920,876)</b>	<b>(495,478)</b>	<b>(84,805)</b>	<b>410,673</b>	<b>82.88%</b>	
<b>FINANCING ACTIVITIES</b>							
<b>Outflows from financing activities</b>							
Repayment of borrowings	10	97,695	0	0	0	0.00%	
Payments for principal portion of lease liabilities	11	112	112	112	0	0.00%	
Transfer to reserves	4	(636,490)	0	(40,215)	(40,215)	0.00%	▼
		<b>(538,683)</b>	<b>112</b>	<b>(40,103)</b>	<b>(40,215)</b>	<b>(35905.86%)</b>	
<b>Amount attributable to financing activities</b>		<b>(538,683)</b>	<b>112</b>	<b>(40,103)</b>	<b>(40,215)</b>	<b>(35905.86%)</b>	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>							
<b>Surplus or deficit at the start of the financial year</b>		6,409,784	6,409,784	6,776,363	366,579	5.72%	▲
Amount attributable to operating activities		8,424,013	(569,906)	(263,282)	306,624	53.80%	▲
Amount attributable to investing activities		(4,920,876)	(495,478)	(84,805)	410,673	82.88%	▲
Amount attributable to financing activities		(538,683)	112	(40,103)	(40,215)	(35905.86%)	▼
<b>Surplus or deficit after imposition of general rates</b>		<b>9,374,238</b>	<b>5,344,512</b>	<b>6,388,173</b>	<b>1,043,661</b>	<b>19.53%</b>	▲

**KEY INFORMATION**

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

\* Refer to Note 3 for an explanation of the reasons for the variance.

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

**SHIRE OF YILGARN**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 31 JULY 2023**

		Supplementary Information	30 June 2022	31 July 2023
			\$	\$
<b>CURRENT ASSETS</b>				
Cash and cash equivalents	3		17,260,986	16,695,591
Trade and other receivables			690,833	550,611
Inventories	8		17,219	13,808
Contract assets	8		178,731	0
<b>TOTAL CURRENT ASSETS</b>			18,147,769	17,260,010
<b>NON-CURRENT ASSETS</b>				
Trade and other receivables			62,288	61,875
Other financial assets			77,804	77,804
Property, plant and equipment			30,882,279	25,672,012
Infrastructure			456,968,700	457,051,486
Right-of-use assets			4,424	4,312
<b>TOTAL NON-CURRENT ASSETS</b>			487,995,495	482,867,489
<b>TOTAL ASSETS</b>			506,143,264	500,127,499
<b>CURRENT LIABILITIES</b>				
Trade and other payables	9		(54,627)	15,253
Other liabilities	12		1,191,966	0
Lease liabilities	11		(2,749)	(3,742)
Borrowings	10		97,695	97,695
Employee related provisions	12		471,302	471,202
<b>TOTAL CURRENT LIABILITIES</b>			1,703,587	580,408
<b>NON-CURRENT LIABILITIES</b>				
Lease liabilities	11		7,054	7,054
Borrowings	10		760,578	760,578
Employee related provisions			210,685	210,685
<b>TOTAL NON-CURRENT LIABILITIES</b>			978,317	978,317
<b>TOTAL LIABILITIES</b>			2,681,904	1,558,725
<b>NET ASSETS</b>			<b>503,461,360</b>	<b>498,568,774</b>
<b>EQUITY</b>				
Retained surplus			62,425,958	65,454,296
Reserve accounts	4		9,762,765	9,802,978
Revaluation surplus			427,853,690	427,853,690
<b>TOTAL EQUITY</b>			<b>500,042,413</b>	<b>503,110,964</b>

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2023

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

**Local Government Act 1995 requirements**

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

*Local Government (Financial Management) Regulations 1996*, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 15 to these financial statements.

**Judgements and estimates**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

**SIGNIFICANT ACCOUNTING POLICIES**

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 00 January 1900

**SHIRE OF YILGARN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 JULY 2023**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

		Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 July 2023
<b>(a) Net current assets used in the Statement of Financial Activity</b>				
<b>Current assets</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>
Cash and cash equivalents	3	10,133,256	17,260,986	16,695,591
Trade and other receivables		765,788	690,833	550,611
Inventories	8	33,636	17,219	13,808
Contract assets	8	0	178,731	0
		10,932,680	18,147,769	17,260,010
<b>Less: current liabilities</b>				
Trade and other payables	9	(716,046)	54,627	(15,253)
Other liabilities	12	(261,821)	(1,191,966)	0
Lease liabilities	11		2,749	3,742
Borrowings	10	(97,140)	(97,695)	(97,695)
Employee related provisions	12	(495,945)	(471,302)	(471,202)
		(1,570,952)	(1,703,587)	(580,408)
<b>Net current assets</b>		<b>9,361,728</b>	<b>16,444,182</b>	<b>16,679,602</b>
<b>Less: Total adjustments to net current assets</b>	note 2(c)	(9,762,765)	(9,667,819)	(9,709,027)
<b>Closing funding surplus / (deficit)</b>		<b>(401,037)</b>	<b>6,776,363</b>	<b>6,970,575</b>

**(b) Non-cash amounts excluded from operating activities**

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

		Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash amounts excluded from operating activities</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	6	(16,275)	(43)	0
Add: Loss on asset disposals	6	286,154	106,097	0
Add: Depreciation		4,830,700	402,551	(4,366)
- Pensioner deferred rates				(413)
<b>Total non-cash amounts excluded from operating activities</b>		<b>5,100,579</b>	<b>508,605</b>	<b>(4,779)</b>

**(c) Current assets and liabilities excluded from budgeted deficiency**

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 July 2023
<b>Adjustments to net current assets</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>
Less: Reserve accounts	4	(9,762,765)	(9,762,765)	(9,802,980)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	10		97,695	97,695
- Current portion of lease liabilities	11		(2,749)	(3,742)
<b>Total adjustments to net current assets</b>	note 2(c)	<b>(9,762,765)</b>	<b>(9,667,819)</b>	<b>(9,709,027)</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.



SHIRE OF YILGARN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2023

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.  
The material variance adopted by Council for the 2023-24 year is \$10,000 or 5.00% whichever is the greater.

Description	Var. \$	Var. %	
Depreciation	406,917	101.08%	▲
Revaluation of land and buildings in progress			

**SHIRE OF YILGARN**  
**SUPPLEMENTARY INFORMATION**  
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**SHIRE OF YILGARN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JULY 2023**

**1 KEY INFORMATION**

**Funding Surplus or Deficit Components**

<b>Funding surplus / (deficit)</b>				
	<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>Opening</b>	<b>\$6.41 M</b>	<b>\$6.41 M</b>	<b>\$6.78 M</b>	<b>\$0.37 M</b>
<b>Closing</b>	<b>\$9.37 M</b>	<b>\$5.34 M</b>	<b>\$6.39 M</b>	<b>\$1.04 M</b>

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables		Receivables	
	\$16.70 M	% of total		\$0.02 M		\$0.24 M
Unrestricted Cash	\$6.89 M	41.3%	Trade Payables	\$0.00 M		Rates Receivable
Restricted Cash	\$9.80 M	58.7%	0 to 30 Days		100.0%	Trade Receivable
			Over 30 Days		0.0%	Over 30 Days
			Over 90 Days		0.0%	Over 90 Days
Refer to 3 - Cash and Financial Assets			Refer to 9 - Payables		Refer to 7 - Receivables	

Refer to 3 - Cash and Financial Assets

Refer to 9 - Payables

Refer to 7 - Receivables

**Key Operating Activities**

<b>Amount attributable to operating activities</b>			
<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>\$8.42 M</b>	<b>(\$0.57 M)</b>	<b>(\$0.26 M)</b>	<b>\$0.31 M</b>

Refer to Statement of Financial Activity

<b>Rates Revenue</b>			<b>Grants and Contributions</b>			<b>Fees and Charges</b>		
<b>YTD Actual</b>	<b>\$0.00 M</b>	<b>% Variance</b>	<b>YTD Actual</b>	<b>\$0.05 M</b>	<b>% Variance</b>	<b>YTD Actual</b>	<b>\$0.11 M</b>	<b>% Variance</b>
<b>YTD Budget</b>	<b>\$0.00 M</b>	<b>0.0%</b>	<b>YTD Budget</b>	<b>\$0.06 M</b>	<b>(24.2%)</b>	<b>YTD Budget</b>	<b>\$0.13 M</b>	<b>(11.0%)</b>

Refer to 13 - Grants and Contributions

Refer to Statement of Financial Activity

**Key Investing Activities**

<b>Amount attributable to investing activities</b>			
<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>(\$4.92 M)</b>	<b>(\$0.50 M)</b>	<b>(\$0.08 M)</b>	<b>\$0.41 M</b>

Refer to Statement of Financial Activity

<b>Proceeds on sale</b>			<b>Asset Acquisition</b>			<b>Capital Grants</b>		
<b>YTD Actual</b>	<b>\$0.00 M</b>	<b>%</b>	<b>YTD Actual</b>	<b>\$0.08 M</b>	<b>% Spent</b>	<b>YTD Actual</b>	<b>\$0.00 M</b>	<b>% Received</b>
<b>Adopted Budget</b>	<b>\$0.56 M</b>	<b>(100.0%)</b>	<b>Adopted Budget</b>	<b>\$4.65 M</b>	<b>(98.2%)</b>	<b>Adopted Budget</b>	<b>\$3.98 M</b>	<b>(100.0%)</b>

Refer to 6 - Disposal of Assets

Refer to 5 - Capital Acquisitions

Refer to 5 - Capital Acquisitions

**Key Financing Activities**

<b>Amount attributable to financing activities</b>			
<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>(\$0.54 M)</b>	<b>\$0.00 M</b>	<b>(\$0.04 M)</b>	<b>(\$0.04 M)</b>

Refer to Statement of Financial Activity

<b>Borrowings</b>		<b>Reserves</b>		<b>Lease Liability</b>	
<b>Principal repayments</b>	<b>\$0.00 M</b>	<b>Reserves balance</b>	<b>\$9.80 M</b>	<b>Principal repayments</b>	<b>\$0.00 M</b>
<b>Interest expense</b>	<b>\$0.00 M</b>	<b>Interest earned</b>	<b>\$0.04 M</b>	<b>Interest expense</b>	<b>\$0.00 M</b>
<b>Principal due</b>	<b>\$0.76 M</b>			<b>Principal due</b>	<b>\$0.00 M</b>

Refer to 10 - Borrowings

Refer to 4 - Cash Reserves

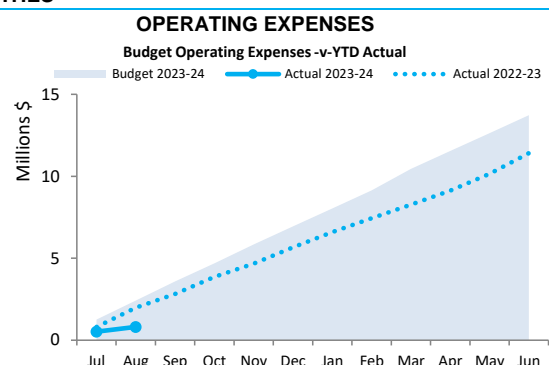
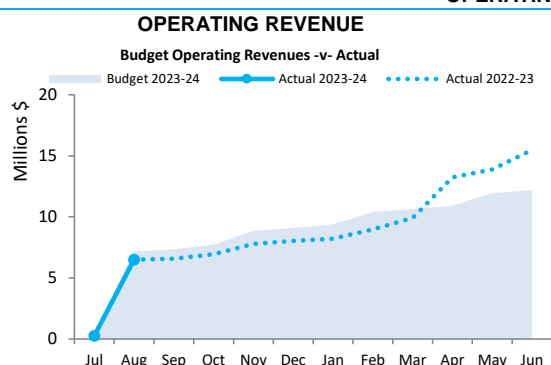
Refer to Note 11 - Lease Liabilities

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

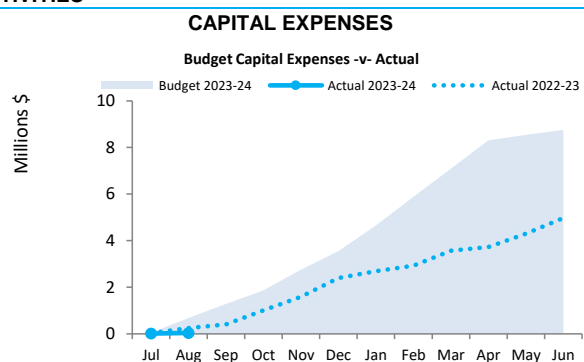
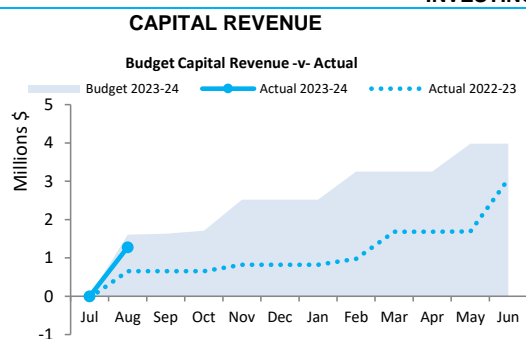
**SHIRE OF YILGARN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 JULY 2023**

**2 KEY INFORMATION - GRAPHICAL**

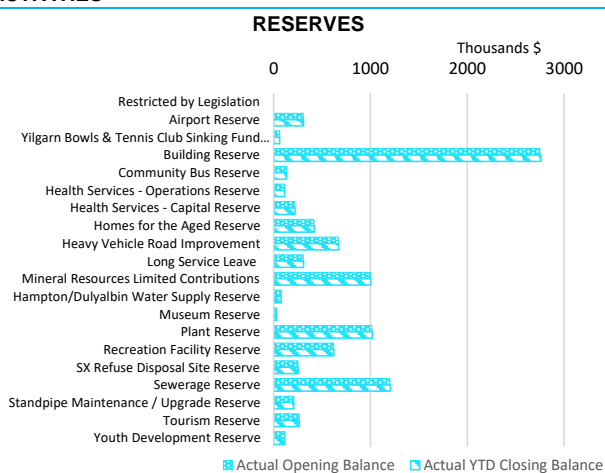
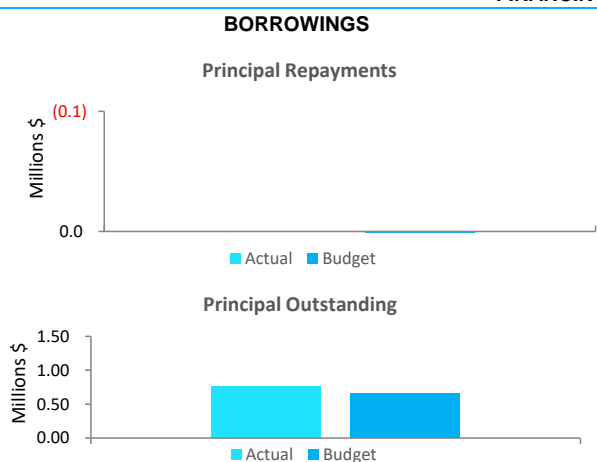
**OPERATING ACTIVITIES**



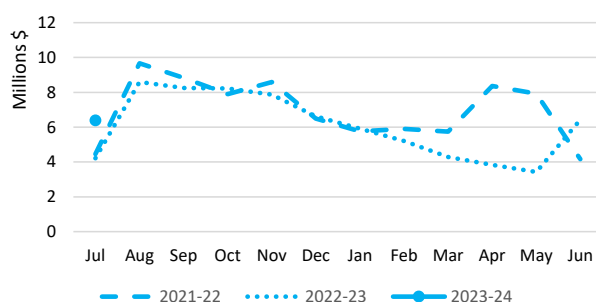
**INVESTING ACTIVITIES**



**FINANCING ACTIVITIES**



**Closing funding surplus / (deficit)**



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

### 3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
<b>Cash on hand</b>				1,350				
Muni funds - bank working acc	Cash and cash equivalents	59,817		59,817		WBC	0.00%	
Muni funds - at call account	Cash and cash equivalents	2,832,794		2,832,794		WBC	1.55%	
Muni funds - investment account (31 days)	Cash and cash equivalents	2,000,000		2,000,000		WBC	4.35%	(rolling 31 day)
Muni funds - investment account (60 days)	Cash and cash equivalents	2,000,000		2,000,000		WBC	4.50%	(rolling 60 day)
Reserve funds - investment account (90 days)	Cash and cash equivalents	0	9,802,980	9,802,980		WBC	4.85%	(rolling 90 day)
Trust Account	Cash and cash equivalents	0			62,459			
<b>Total</b>		<b>6,892,611</b>	<b>9,802,980</b>	<b>16,695,591</b>	<b>62,459</b>			
<b>Comprising</b>								
Cash and cash equivalents		6,892,611	9,802,980	16,695,591	62,459			
Financial assets at amortised cost		0	0	0	0			
		<b>6,892,611</b>	<b>9,802,980</b>	<b>16,695,591</b>	<b>62,459</b>			

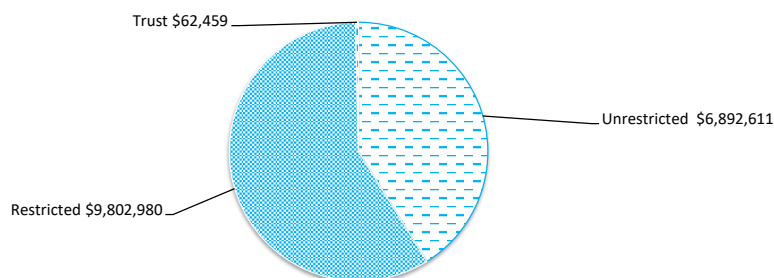
#### KEY INFORMATION

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

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

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

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**SHIRE OF YILGARN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 JULY 2023**

**4 RESERVE ACCOUNTS**

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfer s In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Interest Earned	Actual Transfer s In (+)	Actual Transfer s Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by Legislation</b>										
Airport Reserve	307,607		13,842		321,449	307,607	1,267	-	-	308,874
Yilgarn Bowls & Tennis Club Sinking Fund Reserve	62,776		9,491		72,267	62,776	259	-	-	63,035
Building Reserve	2,749,341		123,720		2,873,061	2,749,341	11,325	-	-	2,760,666
Community Bus Reserve	133,951		6,028		139,979	133,951	552	-	-	134,503
Health Services - Operations Reserve	113,082		5,089		118,171	113,082	466	-	-	113,548
Health Services - Capital Reserve	220,234		9,911		230,145	220,234	907	-	-	221,141
Homes for the Aged Reserve	417,066		18,768		435,834	417,066	1,718	-	-	418,784
Heavy Vehicle Road Improvement	668,379		210,077		878,456	668,379	2,753	-	-	671,132
Long Service Leave	308,330		13,875		322,205	308,330	1,270	-	-	309,600
Mineral Resources Limited Contributions	1,000,000		45,000		1,045,000	1,000,000	4,119	-	-	1,004,119
Hampton/Dulyalbin Water Supply Reserve	78,033		11,011		89,044	78,033	321	-	-	78,354
Museum Reserve	29,477		4,326		33,803	29,477	121	-	-	29,598
Plant Reserve	1,014,773		45,665		1,060,438	1,014,773	4,180	-	-	1,018,953
Recreation Facility Reserve	620,400		27,918		648,318	620,400	2,556	-	-	622,956
SX Refuse Disposal Site Reserve	252,089		11,344		263,433	252,089	1,038	-	-	253,127
Sewerage Reserve	1,200,327		54,015		1,254,342	1,200,327	4,944	-	-	1,205,271
Standpipe Maintenance / Upgrade Reserve	207,687		9,346		217,033	207,687	855	-	-	208,542
Tourism Reserve	263,472		11,856		275,328	263,472	1,085	-	-	264,557
Youth Development Reserve	115,741		5,208		120,949	115,741	477	-	-	116,218
	<b>9,762,765</b>	<b>0</b>	<b>636,490</b>	<b>0</b>	<b>10,399,255</b>	<b>9,762,765</b>	<b>40,215</b>	<b>0</b>	<b>0</b>	<b>9,802,980</b>



## 5 CAPITAL ACQUISITIONS

	Budget	Adopted YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
<b>Capital acquisitions</b>				
Buildings	2,546,999	171,665	171	(171,494)
Plant and equipment	2,211,575	18,600	1,849	(16,751)
Furniture	60,000		0	0
<b>Acquisition of property, plant and equipment</b>	<b>4,818,574</b>	<b>190,265</b>	<b>2,020</b>	<b>(188,245)</b>
Infrastructure - roads	3,662,815	305,213	82,785	(222,428)
Infrastructure - Other	985,051			0
<b>Acquisition of infrastructure</b>	<b>4,647,866</b>	<b>305,213</b>	<b>82,785</b>	<b>(598,918)</b>
<b>Total capital acquisitions</b>	<b>9,466,440</b>	<b>495,478</b>	<b>84,805</b>	<b>(787,163)</b>
<b>Capital Acquisitions Funded By:</b>				
Capital grants and contributions	3,982,064	0	0	0
Borrowings	0	0	0	0
Lease liabilities	0	0	0	0
Other (disposals & C/Fwd)	563,500	0	0	0
Contribution - operations	4,920,876	495,478	84,805	(410,673)
<b>Capital funding total</b>	<b>9,466,440</b>	<b>495,478</b>	<b>84,805</b>	<b>(410,673)</b>

### SIGNIFICANT ACCOUNTING POLICIES

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

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

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

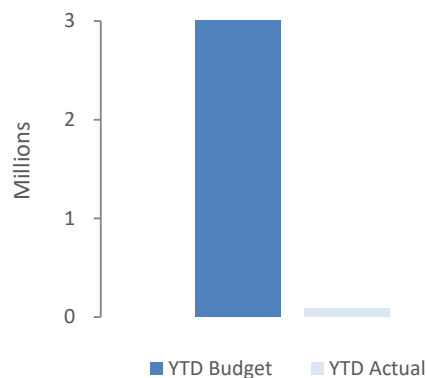
#### Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

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

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

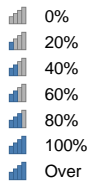
Payments for Capital Acquisitions



5 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total

Level of completion indicators



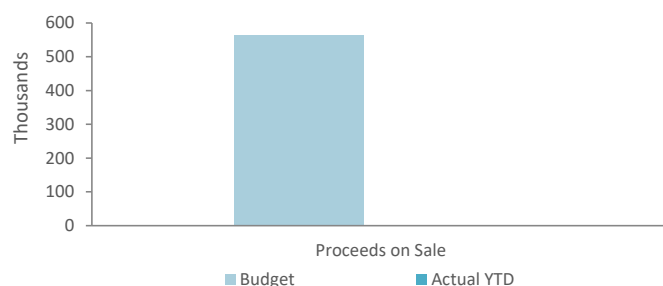
Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

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

		Adopted		Variance	
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over
		\$	\$	\$	\$
<b>Buildings</b>					
E08250	CHILD CARE CENTRE - LAND & BUILDINGS CAPITAL	45,000	-	-	-
E08350	SENIOR CITIZENS CENTRE - LAND & BUILDINGS CAPITAL	14,000	-	-	-
J08401	Homes For The Aged - Units 1 & 2 - Capital Works	21,454	-	-	-
J08402	Homes For The Aged - Units 3 & 4 - Capital Works	21,454	-	-	-
J08403	Homes For The Aged - Units 5 & 6 - Capital Works	21,454	-	-	-
J08404	Homes For The Aged - Units 7 & 8 - Capital Works	21,454	-	-	-
J08405	Homes For The Aged - Units 9 & 10 - Capital Works	21,454	-	-	-
J08406	Homes For The Aged - Units 11 & 12 - Capital Works	21,454	-	-	-
E09710	HOUSING CONSTRUCTION - LAND & BUILDINGS	626,477	-	-	-
J09750	37 Taurus St - Land & Buildings Capital	7,374	-	-	-
J09752	6 Libra Pl - Land & Buildings Capital	15,000	-	-	-
J09754	3 Libra Pl - Land & Buildings Capital	30,000	-	-	-
J09755	35 Taurus St - Land & Buildings Capital	11,181	-	-	-
J09760	1/50 Antares St - Land & Buildings Capital	8,681	-	-	-
J09764	2 Libra Place - Land & Buildings Capital	15,000	-	-	-
J11150	Sx Community Centre - Land & Buildings Capital	25,454	2,119	-	2119
J11155	Mt Hampton Hall - Land & Buildings Capital	20,000	1,666	-	1666
J11156	Masonic Lodge - Land & Buildings Capital	8,000	666	-	666
E11250	SWIMMING POOL - LAND & BUILDINGS CAPITAL	30,000	2,500	-	2500
E11351	SPORTS COMPLEX - LAND & BUILDINGS CAPITAL	1,237,044	103,087	171	102916.02
J11502	Yilgarn History Museum - Land & Buildings Capital	15,000	0	-	0
J13203	Caravan Park Improvements - Land & Buildings Capital	178,171	14,845	-	14845
J13207	Caravan Park Residence - Land & Buildings Capital	25,986	2,163	-	2163
J14602	Depot - Land & Buildings Capital	20,000	1,666	-	1666
J14603	11 Antares Street - Land & Buildings Capital	85,907	42,953	-	42953
<b>Furniture</b>					
E12352	DEPOT - FURNITURE & EQUIPMENT CAPITAL	20,000	0	-	-
E12353	DEPOT - PLANT & EQUIPMENT CAPITAL	40,000	0	-	-
<b>Plant and equipment</b>					
E05250	PURCHASE FIRE UNITS - PLANT & EQUIPMENT CAPITAL	450,000	0	-	-
E10151	SX REFUSE DISPOSAL SITE - PLANT & EQUIPMENT CAPITAL	277,350	0	-	-
E10353	SOUTHERN CROSS SEWERAGE SCHEME - PLANT & EQUIPMENT	72,500	6,041	-	6041
E10451	MARVEL LOCH SEWERAGE SCHEME - PLANT & EQUIPMENT	10,500	875	-	875
E11252	SWIMMING POOL - PLANT & EQUIPMENT CAPITAL	22,500	1,875	-	1875
E11357	PARKS & GARDENS - PLANT & EQUIPMENT CAPITAL	80,000	6,666	1,849	4817
E12350	PURCHASE OF PLANT AND EQUIPMENT	1,041,000	0	-	0
E12353	DEPOT - PLANT & EQUIPMENT CAPITAL	31,725	2,643	-	2643
E13257	CARAVAN PARK IMPROVEMENTS - PLANT & EQUIPMENT CA	6,000	500	-	500
E14656	SHIRE ADMINISTRATION - PLANT & EQUIPMENT	220,000	0	-	0
<b>Infrastructure - roads</b>					
RRG25	R2030 - Marvel Loch Forrestania Rd - Construct To 8 Metre Prime	1,167,632	97,300	-	97300
RRG26	R2030 - Koolyanobbing Rd - Reseal - Slk 37.02 - 41.00 (23/24)	243,955	20,328	-	20328
RRG27	R2030 - Moorine South Rd - Reseal - Slk 52.50 - 57.50 (23/24)	251,907	20,990	-	20990
R2R37	R2R - Bodallin South Rd - Gravel Sheet - Slk 11.80 - 17.00 (23/24)	265,148	22,093	-	22093
R2R38	R2R - Noongar North Rd - Gravel Overlay - Slk 11.14 - 17.66 (23/24)	315,919	26,325	-	26325
R2R39	R2R - Frog Rock Marvel Loch Rd - Reseal - Slk 17.99 - 22.10 (23/24)	321,331	26,775	-	26775
RRU33	Rru - Southern Cross South Rd - Gravel Overlay - Slk 30.60 - 36.00 (23/24)	281,557	23,462	7,497	15965.12
RRU34	Rru - Koorda Bullfinch Rd - Gravel Shoulders - Slk 9.00 - 14.00 (23/24)	195,100	16,255	2,378	13876.78
RRU35	Rru - Emu Fence Rd - Gravel Overlay - Slk 75.90 - 81.00 (23/24)	263,718	21,975	-	21975
RRU36	Rru - Dulyalbin Rd - Gravel Overlay - Slk 0.00 - 5.00 (23/24)	256,548	21,377	72,910	-51533.32
RRU37	Rru - Bodallin South Rd - Culvert Concrete Overlay - Slk 0.90 (23/24)	100,000	8,333	-	8333
<b>Infrastructure - Other</b>					
J12101	Concrete Footpath - Spica Street - Southern Cross	107,100	8,925	-	8925
J11343	Lrci Rnd 3 - Outlying Townsites Playground & Open Space Equipm	650,000	54,166	-	54166
J11344	Renewal Of Cricket Practice Nets & Surface	30,000	2,500	-	2500
J10107	Sx Refuse Disposal Site - Infrastructure Capital	15,000	1,250	-	1250
TRU13	Tru - Emu Park - Hard Stand For Electric Charging Station (22/23)	139,951	11,660	-	11660
E10350	SOUTHERN CROSS SEWERAGE SCHEME - INFRASTRUCTURE CAPITAL	17,500	1,458	-	1458
E10450	MARVEL LOCH SEWERAGE SCHEME - INFRASTRUCTURE CAPITAL	25,500	2,125	-	2125
		<b>9,466,440</b>	<b>577,562</b>	<b>84,805</b>	<b>492,757</b>

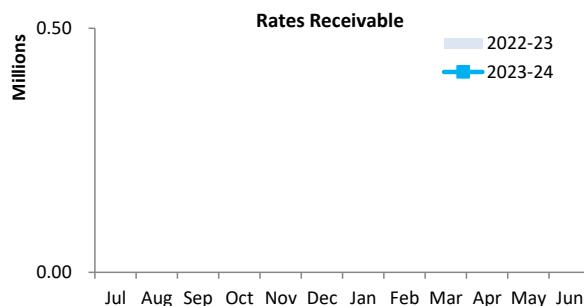
6 DISPOSAL OF ASSETS

		Budget				YTD Actual			
Asset Ref.	Asset description	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>								
	<b>Community Amenities</b>								
P5139	John Deere Backhoe	51,621	51,500	0	(121)	-	-	-	-
P5140	Rock Breaker - John Deere	9,965	0	0	(9,965)	-	-	-	-
	<b>Recreation &amp; Culture</b>			0	0	-	-	-	-
2052	Toyota Hilux Ute- YL121	29,476	30,000	524	0	-	-	-	-
	<b>Transport</b>								
2013	Freightliner Prime Mover	157,935	65,000	0	(92,935)	-	-	-	-
2053	CAT Skid Steer Loader	81,367	63,000	0	(18,367)	-	-	-	-
2043	Mazda BT-50 - Builder	25,639	30,000	4,361	0	-	-	-	-
1	Landcruiser LC70 (Mechanic)	59,128	50,000	0	(9,128)	-	-	-	-
1992	Bomac Multi Tyred Roller	82,463	45,000	0	(37,463)	-	-	-	-
1850	Cat 924H Loader - Landfill	72,610	84,000	11,390	0	-	-	-	-
	<b>Other Property &amp; Services</b>								
2062	Toyota Kluger - YL50	43,974	40,000	0	(3,974)	-	-	-	-
2099	Toyota Prado - YL1	63,670	55,000	0	(8,670)	-	-	-	-
PE0058	Ford Ranger Wildtrak - YL150	50,531	50,000	0	(531)	-	-	-	-
		728,379	563,500	16,275	(181,154)	0	0	0	0



## 7 RECEIVABLES

Rates receivable	30 Jun 2023	31 Jul 2023
	\$	\$
Opening arrears previous years	532,085	310,001
Levied this year	4,155,774	0
Less - collections to date	(4,377,858)	(3,983)
Gross rates collectable	310,001	306,018
<b>Net rates collectable</b>	<b>310,001</b>	<b>306,018</b>
% Collected	93.4%	1.3%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	44,197	146,111	10	12,726	203,044
Percentage	0.0%	21.8%	72.0%	0.0%	6.3%	
<b>Balance per trial balance</b>						
Trade receivables						203,044
Other receivables						46,001
GST receivable						(4,452)
<b>Total receivables general outstanding</b>						<b>244,593</b>

Amounts shown above include GST (where applicable)

### KEY INFORMATION

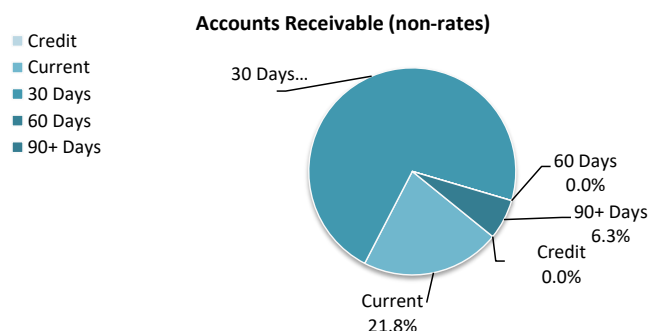
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods and services performed in the ordinary course of business.

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

### Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



## 8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 31 July 2023
	\$	\$	\$	\$
<b>Other current assets</b>				
<b>Inventory</b>				
Fuel	17,219	0	(3,411)	13,808
<b>Contract assets</b>				
Contract assets	178,731	0	0	178,731
<b>Total other current assets</b>	<b>195,950</b>	<b>0</b>	<b>(3,411)</b>	<b>192,539</b>
<b>Amounts shown above include GST (where applicable)</b>				

## KEY INFORMATION

### Inventory

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

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

### Contract assets

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

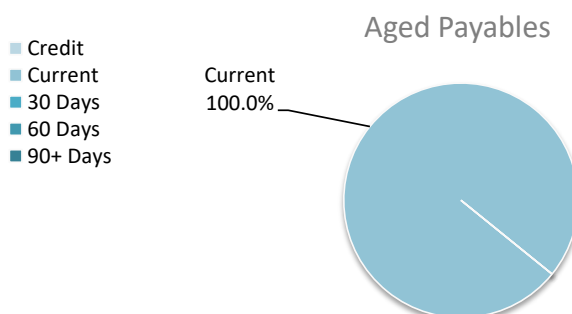
## 9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	2,703	0	0	0	2,703
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
<b>Balance per trial balance</b>						
ATO liabilities						15,253
<b>Total payables general outstanding</b>						<b>15,253</b>

Amounts shown above include GST (where applicable)

### KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.





## 10 BORROWINGS

### Repayments - borrowings

Information on borrowings		New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Community amenities</b>										
WA Treasury, Southern Cross swimming pool	0098	760,578	0	0	0	97,695	760,578	662,883	0	8,412
<b>Total</b>		<b>760,578</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>97,695</b>	<b>760,578</b>	<b>662,883</b>	<b>0</b>	<b>8,412</b>
Current borrowings		97,695					97,695			
Non-current borrowings		662,883					662,883			
		<b>760,578</b>					<b>760,578</b>			

All debenture repayments were financed by general purpose revenue.

### KEY INFORMATION

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

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

## 11 LEASE LIABILITIES

### Movement in carrying amounts

Information on leases		Lease No.	New Leases			Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars			1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$	\$	\$	\$
Canon Photocopier (back office)	0003		4,305	0	0	112	112	4,417	4,417	4	
<b>Total</b>			<b>4,305</b>	<b>0</b>	<b>0</b>	<b>112</b>	<b>112</b>	<b>4,417</b>	<b>4,417</b>	<b>4</b>	<b>0</b>
Current lease liabilities			-2,749					-3,742			
Non-current lease liabilities			7,054					7,054			
			<b>4,305</b>					<b>3,312</b>			

All lease repayments were financed by general purpose revenue.

### KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

## 12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 July 2023
		\$	\$	\$	\$	\$
<b>Other current liabilities</b>						
<b>Other liabilities</b>						
Contract liabilities		1,191,966	0	0	0	1,191,966
<b>Total other liabilities</b>		1,191,966	0	0	0	1,191,966
<b>Employee Related Provisions</b>						
Provision for annual leave		287,735	0	0	0	287,735
Provision for long service leave		183,567	0	0	0	183,567
<b>Total Provisions</b>		471,302	0	0	0	471,302
<b>Total other current liabilities</b>		<b>1,663,268</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,663,268</b>

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13

### KEY INFORMATION

#### Provisions

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

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

#### Employee Related Provisions

##### Short-term employee benefits

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

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

##### Other long-term employee benefits

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

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

#### Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

#### Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue					YTD Revenue Actual
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	
	1 July 2023			31 Jul 2023	31 Jul 2023						
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Grants and subsidies</b>											
<b>General purpose funding</b>					0					0	
Grants Commission - General	0	0	0	0	0	77,939	0	77,939	0	77,939	0
Grants Commission - Roads	0	0	0	0	0	54,378	0	54,378	0	54,378	0
<b>Law, order, public safety</b>					0					0	
ESL Operating Grant	0	0	0	0	0	73,718	18,429	73,718	0	73,718	16,909
<b>Education and welfare</b>					0					0	
DRD Grant - Community Resource Centre Operations	0	0	0	0	0	105,311	26,327	105,311	0	105,311	28,377
Centrelink Commissions	0	0	0	0	0	10,432	869	10,432	0	10,432	742
CRC Professional Development & Training	0	0	0	0	0	2,500	0	2,500	0	2,500	0
Senior Citizens Centre	0	0	0	0	0					0	0
<b>Community amenities</b>					0						
Grants - Various Community Development Programs	0	0	0	0	0	1,000	83	1,000	0	1,000	0
<b>Transport</b>					0					0	
Street Light Operations					0	12,000	0	12,000	0	12,000	0
Heavy Vehicle Road Improvement Charge					0	180,000	15,000	180,000	0	180,000	0
	0	0	0	0	0	0	0	0	0	0	0
<b>TOTALS</b>	0	0	0	0	0	517,278	60,708	517,278	0	517,278	46,028

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue					
	Liability 1 July 2023	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Jul 2023	Current Liability 31 Jul 2023	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Capital grants and subsidies</b>											
<b>Governance</b>				0							
Local Roads & Community Infrastructure				0		160,311	0	160,311		160,311	0
<b>Community amenities</b>				0							
Waste water reuse				0		23,000	0	23,000		23,000	0
<b>Transport</b>				0							
Grant Roads 2025				0		1,107,712	0	1,107,712		1,107,712	0
Main Roads Direct Grant				0		427,631	0	427,631		427,631	0
Roads To Recoveries (R2R)				0		1,813,410	0	1,813,410		1,813,410	0
	0	0	0	0	0	3,532,064	0	3,532,064	0	3,532,064	0
<b>Capital contributions</b>											
<b>Law, Order &amp; Public Service</b>				0							
Contribution- Fire Truck				0		450,000	0	450,000		450,000	0
	0	0	0	0	0	450,000	0	450,000	0	450,000	0
<b>TOTALS</b>	0	0	0	0	0	3,982,064	0	3,982,064	0	3,982,064	0

**SHIRE OF YILGARN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 JULY 2023**

**15 TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

<b>Description</b>	<b>Opening Balance 1 July 2023</b>	<b>Amount Received</b>	<b>Amount Paid</b>	<b>Closing Balance 31 Jul 2023</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Police Licensing	759	-	-	759
Builders Levy	16,673	907	(335)	17,245
Transwa Bookings	3,047	-	-	3,047
Staff Personal Dedns	(1)	-	-	(1)
Housing Tenancy Bonds	4,540	-	-	4,540
Hall Hire Bonds And Deposits	1,115	-	-	1,115
Security Key System - Key Bonds	1,830	-	-	1,830
Clubs & Groups	(110)	-	-	(110)
Third Party Contributions	6,338	-	-	6,338
Rates Overpaid	15,926	-	-	15,926
Retention Monies	20,000	-	(10,000)	10,000
	<b>70,117</b>	<b>907</b>	<b>(10,335)</b>	<b>60,689</b>



# Attachment 9.2.2

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st July 2023 to 31st July 2023  
Presented to Council, 17th August 2023

CHQ/EFT	Date	Payee	Description	Amount
<i>EFT</i>				
41230	14/07/2023	LGRCEU	PAYROLL DEDUCTIONS	\$ 20.50
41231	28/07/2023	LGRCEU	PAYROLL DEDUCTIONS	\$ 20.50
41232	28/07/2023	PUBLIC TRANSPORT AUTHORITY	TRANSWA TICKET SALES - JUNE 2023	\$ 650.30
TOTAL MUNICIPAL CHEQUES:				\$ 691.30

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st July 2023 to 31st July 2023  
Presented to Council, 17th August 2023

CHQ/EFT	Date	Payee	Description	Amount
<b>EFT</b>				
EFT14212	14/07/2023	STAFF	STAFF REIMBURSEMENT INTERNET ALLOWANCE - AUGUST 2023	\$ 79.99
EFT14213	14/07/2023	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT RECOVERY - JUNE 2023	\$ 1,228.80
EFT14214	14/07/2023	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LTD	MUSIC FOR COUNCILS - 1ST JULY 2023 - 30TH JUNE 2024	\$ 364.00
EFT14215	14/07/2023	AUSTRALIA POST	POSTAL CHARGES - JUNE 2023	\$ 138.83
EFT14216	14/07/2023	AUSTRALIA'S GOLDEN OUTBACK	AUSTRALIA'S GOLDEN OUTBACK ANNUAL MEMBERSHIP 2023/2024	\$ 350.00
EFT14217	14/07/2023	AUSWEST PLUMBING AND CIVIL (WA) PTY LTD	PLUMBING SERVICES - CARAVAN PARK HOT WATER SYSTEM	\$ 440.00
EFT14218	14/07/2023	TONY AVELING & ASSOCIATES PTY LTD	SAFETY REPRESENTATIVE COURSE - ADMIN OFFICE	\$ 1,089.00
EFT14219	14/07/2023	AVON WASTE	MONTHLY RUBBISH COLLECTION - JUNE 2023	\$ 17,797.68
EFT14220	14/07/2023	BOC GASES	GAS CONTAINER HIRE - JUNE 2023	\$ 170.66
EFT14221	14/07/2023	NARADA HOTEL INVESTMENTS PTY LTD	SAFETY TRAINING - ACCOMMODATION AND MEALS	\$ 2,847.00
EFT14222	14/07/2023	STAFF	STAFF REIMBURSEMENT PHONE - JUNE 2023	\$ 95.00
EFT14223	14/07/2023	AUST GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$ 717.04
EFT14224	14/07/2023	CARAVAN INDUSTRY ASSOCIATION WA	CARAVAN INDUSTRY ASSOCIATION - ANNUAL MEMBERSHIP - 2023-2024	\$ 550.00
EFT14225	14/07/2023	CIVIC LEGAL PTY LTD	COVALENT LITHIUM ROAD USER AGREEMENT REVIEW	\$ 10,304.03
EFT14226	14/07/2023	TEAM GLOBAL EXPRESS PTY LTD	TOLL FREIGHT	\$ 65.12
EFT14227	14/07/2023	FELGATE SAFETY TRAINING	WORK HEALTH AND SAFETY TRAINING - DEPOT STAFF	\$ 910.00
EFT14228	14/07/2023	HI-TEC ALARMS	QUARTERLY MONITORING SENOIRS CENTRE - 01/07/2023 TO 30/09/2023	\$ 171.60
EFT14229	14/07/2023	IT VISION USER GROUP (INC)	ITVISION USER GROUP - MEMBERSHIP SUBSCRIPTION 2023-2024	\$ 770.00
EFT14230	14/07/2023	LOCAL COMMUNITY INSURANCE SERVICES	PUBLIC AND PRODUCTS LIABILITY INSURANCE ON BEHALF OF STALLHOLDERS, BUSKERS AND PERFORMERS AT COUNCIL EVENTS - 30/06/2023 TO 30/06/2024	\$ 660.00
EFT14231	14/07/2023	JLT RISK SOLUTIONS PTY LTD	INSURANCE SALARY CONTINUANCE - 2023/2024	\$ 8,870.16
EFT14232	14/07/2023	WESFARMERS KLEENHEAT GAS PTY LTD	CARAVAN PARK GAS SUPPLY - INCLUDING BULK LPG AND SPORTS COMPLEX GAS	\$ 2,220.71
EFT14233	14/07/2023	LGIS LIABILITY	EMPLOYEE ASSISTANCE PROGRAM FY 2023/2024	\$ 7,078.50
EFT14234	14/07/2023	LGIS WA	LGIS INSURANCE FIRST INSTALMENT FY 2023/2024	\$ 177,825.15
EFT14235	14/07/2023	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	WALGA 2023 ANNUAL CONFERENCE REGISTRATION - STAFF AND COUNCILLORS	\$ 3,888.00
EFT14236	14/07/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA INCORPORATED	2023 - 2024 MEMBERSHIP - STAFF	\$ 1,062.00
EFT14237	14/07/2023	OFFICE NATIONAL	DEPOT STATIONERY - CHAIRS	\$ 420.80
EFT14238	14/07/2023	IXOM OPERATIONS PTY LTD	CHLORINE GAS BOTTLE RENTAL SWIMMING POOL AND SEWERAGE - 01.06.2023 TO 30.06.2023	\$ 450.12
EFT14239	14/07/2023	PAYWISE PTY LTD	PAYROLL DEDUCTIONS	\$ 483.21
EFT14240	14/07/2023	PERFECT COMPUTER SOLUTIONS PTY LTD	IT SUPPORT SERVICES - 2022/2023 - UPDATE DATABASE	\$ 255.00
EFT14241	14/07/2023	THINKPROJECT AUSTRALIA PTY LTD	RAMM TRANSPORT ASSET ANNUAL SUPPORT AND MAINTENANCE FEE - 2023/2024	\$ 10,346.96
EFT14242	14/07/2023	REDFISH TECHNOLOGIES	2023/2024 CCTV ANNUAL SERVICE & MAINTENANCE FEE	\$ 6,479.00
EFT14243	14/07/2023	ROYAL W.A. HISTORICAL SOCIETY INC	ANNUAL MEMBERSHIP - 2023/2024	\$ 75.00
EFT14244	14/07/2023	SHAC ELECTRICAL SERVICES	ELECTRICAL SERVICES - INCLUDING ADMIN BUILDING REPLACEMENT LIGHT	\$ 820.00

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st July 2023 to 31st July 2023  
Presented to Council, 17th August 2023

CHQ/EFT	Date	Payee	Description	Amount
<b>EFT</b>				
EFT14245	14/07/2023	YILGARN SHIRE SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 96.00
EFT14246	14/07/2023	FOODWORKS - SRI DEVESH PTY LTD	FOODWORKS PURCHASES - JUNE 2023 - ADMIN, CRC, DEPOT, MUSEUM, AND CARAVAN PARK	\$ 733.50
EFT14247	14/07/2023	SOUTHERN CROSS HARDWARE AND NEWS	HARDWARE PURCHASES - JUNE 2023 - INCLUDING CARAVAN PARK HOT WATER SYSTEM, AND SOUTHERN CROSS GOLF CLUB DOWNPIPES AND GUTTERS	\$ 17,099.04
EFT14248	14/07/2023	SOUTHERN CROSS MOTOR MART	MOTOR MART PURCHASES - JUNE 2023	\$ 52.50
EFT14249	14/07/2023	SOUTHERN CROSS TYRE & AUTO SERVICES	TYRE AND AUTO PURCHASES - JUNE 2023 - INCLUDING TYRE FITTING	\$ 2,898.12
EFT14250	14/07/2023	WATER CORPORATION	WATER - JUNE 2023 - INCLUDING GARRETT AND BODALLIN STANDPIPES	\$ 59,337.07
EFT14251	14/07/2023	WESTRAC EQUIPMENT PTY LTD	ROLLER PARTS	\$ 2,004.31
EFT14252	14/07/2023	WHEATBELT BUSINESS NETWORK INC	WHEATBELT BUSINESS NETWORK CRC MEMBERSHIP 2023/2024	\$ 2,000.00
EFT14253	14/07/2023	TELSTRA LIMITED	SMS SERVICE - JUNE 2023	\$ 1,292.40
EFT14254	14/07/2023	YILGARN AGENCIES	YILGARN AGENCIES PURCHASES - JUNE 2023	\$ 1,251.66
EFT14255	28/07/2023	EUROFINS ARL PTY LTD	WATER ANALYSIS	\$ 297.00
EFT14256	28/07/2023	AV-SEC	ALARM MONITORING - Q1 2023/2024 - SHIRE ADMIN, MEDICAL CENTRE, AND 35 TAURUS STREET	\$ 375.00
EFT14257	28/07/2023	BLACKMAN FABRICATIONS	FABRICATION OF BOLLARDS AND LOCKS/CHAIN TO DOVE TAIL TRUCK	\$ 4,886.16
EFT14258	28/07/2023	BROOKS HIRE SERVICES PTY LTD	WATER TRUCK HIRE - KOORDA BULLFINCH ROAD - FUEL CHARGE	\$ 359.70
EFT14259	28/07/2023	CENTRAL EAST ACCOMMODATION & CARE ALLIANCE INC	CEACA ANNUAL CONTRIBUTION - 2023/2024	\$ 16,500.00
EFT14260	28/07/2023	AUST. GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$ 717.04
EFT14261	28/07/2023	AUSTRALIAN TAXATION OFFICE	JUNE 2023 BAS	\$ 11,260.00
EFT14262	28/07/2023	COPIER SUPPORT	MONTHLY PHOTOCOPIER READINGS - JULY 2023 - ADMIN, CRC, TOURISM, AND CARAVAN PARK	\$ 2,866.00
EFT14263	28/07/2023	CORSIGN	TOURISM ENTRY SIGNAGE	\$ 12,893.10
EFT14264	28/07/2023	DUN DIRECT PTY LTD	BULK DIESEL	\$ 31,004.45
EFT14265	28/07/2023	E FIRE & SAFETY	FIRE SAFETY - INCLUDING EXTINGUISHERS FOR GOLF CLUB, AND MUSEUM	\$ 1,256.20
EFT14266	28/07/2023	GILBA DOWNS	ROAD TRAIN HIRE - KOORDA BULLFINCH ROAD	\$ 33,264.00
EFT14267	28/07/2023	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	WALGA ANNUAL SUBSCRIPTIONS - 2023/2024	\$ 36,005.77
EFT14268	28/07/2023	LOCAL HEALTH AUTH. ANALYTICAL COMMITTEE	LHAAC SAMPLING SCHEME - 2023/2024	\$ 509.30
EFT14269	28/07/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA INCORPORATED	LOCAL GOVERNMENT PROFESSIONALS - MEMBERSHIP - STAFF - 2023/2024	\$ 531.00
EFT14270	28/07/2023	MERREDIN GLAZING SERVICE	BUILDING SUPPLIES - 37 TAURUS STREET	\$ 462.00
EFT14271	28/07/2023	PAYWISE PTY LTD	PAYROLL DEDUCTIONS	\$ 483.21
EFT14272	28/07/2023	PERFECT COMPUTER SOLUTIONS PTY LTD	IT SUPPORT SERVICES - 2022/2023 - SHIRE AND DEPOT NETWORK	\$ 2,422.50
EFT14273	28/07/2023	PEDRIN BUILDING	BUILDING SERVICES - 11E ANTARES STREET BATHROOM, LAUNDRY, AND KITCHEN	\$ 14,740.00
EFT14274	28/07/2023	WA CONTRACT RANGER SERVICES	RANGER CONTRACT SERVICES - 04/07/2023, 11/07/2023, 18/07/2023, AND 25/07/2023	\$ 2,090.00
EFT14275	28/07/2023	RIKLAN EMERGENCY MANAGEMENT SERVICES PTY LTD	DRUG TESTING TRAINING KALGOORLIE - 25/07/2023 - STAFF	\$ 1,500.00

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st July 2023 to 31st July 2023  
Presented to Council, 17th August 2023

CHQ/EFT	Date	Payee	Description	Amount
<b>EFT</b>				
EFT14276	28/07/2023	SHAC ELECTRICAL SERVICES	ELECTRICAL SERVICES - CARAVAN PARK ROOMS, AND AERODROME TERMINAL TOILET	\$ 1,638.00
EFT14277	28/07/2023	YILGARN SHIRE SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 96.00
EFT14278	28/07/2023	SOUTHERN CROSS GENERAL PRACTICE	PRE EMPLOYMENY MEDICALS	\$ 807.40
EFT14279	28/07/2023	TOTALLY WORKWEAR	STAFF UNIFORMS - FY 2023/2024	\$ 18,596.56
EFT14280	28/07/2023	TOWN PLANNING INNOVATIONS PTY LTD	TOWN PLANNING CONSULTANCY - GENERAL PLANNING SERVICES	\$ 41.25
EFT14281	28/07/2023	WESTRAC EQUIPMENT PTY LTD	GRADER PARTS	\$ 1,029.73
EFT14282	28/07/2023	WHEATBELT EAST REGIONAL ORGANISATION OF COUNCILS INC	WHEATBELT EAST REGIONAL ORGANISATION OF COUNCILS INC - ANNUAL SUBSCRIPTION 2023/2024	\$ 13,200.00
EFT14283	28/07/2023	YILGARN PLUMBING AND GAS	PLUMBING SERVICES	\$ 148.50
EFT14284	31/07/2023	WESTRAC EQUIPMENT PTY LTD	GRADER PARTS	\$ 1,203.61
<b>TOTAL MUNICIPAL EFTS</b>				<b>\$ 556,971.44</b>

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st July 2023 to 31st July 2023  
Presented to Council, 17th August 2023

CHQ/EFT	Date	Payee	Description	Amount
<b>EFT</b>				
2196	24/07/2023	CANON FINANCE AUSTRALIA PTY LTD	BACK PHOTOCOPIER LEASE - JULY 2023	\$ 127.62
2197	17/07/2023	TELSTRA	PHONE - JUNE 2023 - SHIRE	\$ 988.92
2198	21/07/2023	TELSTRA	PHONE - JUNE 2023 - MANAGER MOBILES	\$ 713.82
2199	10/07/2023	TELSTRA	PHONE - JUNE 2023 - CCTV	\$ 3.60
2200	12/07/2023	TELSTRA	PHONE - JUNE 2023 - ALARMS	\$ 174.00
2201	14/07/2023	DEPARTMENT OF TRANSPORT	DOT LICENSING FROM 10/07/2023 TO 14/07/2023	\$ 4,762.80
2202	18/07/2023	TELCO CHOICE - COMMANDER CENTRE NORTH PERTH	COMMANDER TELEPHONE FEES - DATA, EQUIPMENT, VOICE - JUNE 2023	\$ 1,363.63
2203	12/07/2023	TELCO CHOICE - COMMANDER CENTRE NORTH PERTH	COMMANDER TELEPHONE FEES - BONDER HIRE JULY 2023	\$ 250.00
2204	05/07/2023	SHIRE OF YILGARN - PAYROLL	NET PAYROLL PPE - 04/07/2023	\$ 84,105.17
2205	05/07/2023	SHIRE OF YILGARN - PAYROLL	NET PAYROLL PPE - 04/07/2023	\$ 22,255.09
2206	11/07/2023	DEPARTMENT OF TRANSPORT	DOT LICENSING FROM 03/07/2023 TO 07/07/2023	\$ 14,944.65
2207	07/07/2023	MOTORCHARGE LIMITED	FUEL CARD - JUNE 2023	\$ 1,428.81
2208	21/07/2023	DEPARTMENT OF TRANSPORT	DOT LICENSING FROM 17/07/2023 TO 21/07/2023	\$ 13,230.85
2209	19/07/2023	SHIRE OF YILGARN - PAYROLL	NET PAYROLL PPE - 18/07/2023	\$ 104,360.14
2210	03/07/2023	SOUTHERN CROSS GENERAL PRACTICE	MONTHLY PAYMENT TO THE DOCTOR - JULY 2023	\$ 8,800.00
2211	14/07/2023	WESTPAC BANKING CORPORATION	CEO CREDIT CARD - JUNE 2023	\$ 481.55
2212	28/07/2023	DEPARTMENT OF TRANSPORT	DOT LICENSING FROM 24/07/2023 TO 28/07/2023	\$ 4,689.60
2213	31/07/2023	DEPARTMENT OF TRANSPORT	DOT LICENSING - 31/07/2023	\$ 530.80
2214	14/07/2023	WESTPAC BANKING CORPORATION	EMCS CREDIT CARD - JUNE 2023	\$ 1,789.77
<b>TOTAL MUNICIPAL CHEQUES:</b>				<b>\$ 265,000.82</b>

Shire of Yilgarn

Payments made from the Municipal Account for the Period 1st July 2023 to 31st July 2023  
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CHQ/EFT	Date	Payee	Description	Amount
<b>CORPORATE CREDIT CARDS</b>				
CEOCC-JUN23	14/07/2023	AUSTRALIA POST	DOMESTIC REGISTERED POST - CAVEAT WITHDRAWAL	\$ 5.90
CEOCC-JUN23	14/07/2023	QUALITY HOTEL BAYSWATER	STAFF TRAINING ACCOMMODATION	\$ 189.00
CEOCC-JUN23	14/07/2023	DEPARTMENT OF TRANSPORT	PLATE CHANGE	\$ 30.50
CEOCC-JUN23	14/07/2023	DEPARTMENT OF TRANSPORT	DUPLICATE COPY OF LICENCE PAPERS	\$ 5.30
CEOCC-JUN23	14/07/2023	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION	\$ 250.85
<b>TOTAL CEO CREDIT CARD:</b>				<b>\$ 481.55</b>
EMCSCC-JUN23	14/07/2023	DEPARTMENT OF TRANSPORT	1 YEAR LICENCE RENEWAL	\$ 20.40
EMCSCC-JUN23	14/07/2023	DEPARTMENT OF TRANSPORT	DUPLICATE COPY OF LICENCE PAPERS	\$ 5.30
EMCSCC-JUN23	14/07/2023	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION	\$ 254.40
EMCSCC-JUN23	14/07/2023	DEPARTMENT OF TRANSPORT	PLATE REMAKE	\$ 44.50
EMCSCC-JUN23	14/07/2023	MWAVE	IT HARDWARE	\$ 214.75
EMCSCC-JUN23	14/07/2023	DEPARTMENT OF TRANSPORT	PLATE CHANGE	\$ 30.50
EMCSCC-JUN23	14/07/2023	DEPARTMENT OF TRANSPORT	DUPLICATE COPY OF LICENCE PAPERS	\$ 5.30
EMCSCC-JUN23	14/07/2023	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION	\$ 249.70
EMCSCC-JUN23	14/07/2023	IINET/WESTNET	MONTHLY CHARGES FOR BUSINESS NBN - JUNE 2023	\$ 79.99
EMCSCC-JUN23	14/07/2023	SAFETYCULTURE PTY LTD	IAUDITOR SUBSCRIPTION FOR PERFORMING WORKPLACE INSPECTIONS - JUNE 2023	\$ 26.40
EMCSCC-JUN23	14/07/2023	KMART	ART SUPPLIES	\$ 388.50
EMCSCC-JUN23	14/07/2023	HYDRECO HYDRAULICS PTY LTD	TIP TRUCK PART	\$ 70.33
EMCSCC-JUN23	14/07/2023	DEPARTMENT OF TRANSPORT	PLATE CHANGE	\$ 30.50
EMCSCC-JUN23	14/07/2023	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION	\$ 257.85
EMCSCC-JUN23	14/07/2023	DEPARTMENT OF TRANSPORT	DUPLICATE COPY OF LICENCE PAPERS	\$ 5.30
EMCSCC-JUN23	14/07/2023	PENSKE AUSTRALIA	GRADER PART	\$ 75.55
EMCSCC-JUN23	14/07/2023	DEPARTMENT OF TRANSPORT	PLATE CHANGE	\$ 30.50
<b>TOTAL EMCS CREDIT CARD:</b>				<b>\$ 1,789.77</b>
<b>TOTAL CREDIT CARD:</b>				<b>\$ 2,271.32</b>



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Payments made from the Municipal Account for the Period 1st July 2023 to 31st July 2023  
Presented to Council, 17th August 2023

CHQ/EFT	Date	Payee	Description	Amount
<b>DIRECT DEBITS</b>				
DD18030.1	04/07/2023	THE TRUSTEE FOR AWARE SUPER	PAYROLL DEDUCTIONS	\$ 2,706.50
DD18030.2	04/07/2023	BT PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 119.85
DD18030.3	04/07/2023	HESTA SUPER FUND	PAYROLL DEDUCTIONS	\$ 243.82
DD18030.4	04/07/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 7.87
DD18030.5	04/07/2023	HSTPLUS EXECUTIVE SUPERANNUATION FUND	PAYROLL DEDUCTIONS	\$ 110.72
DD18030.6	04/07/2023	PRIME SUPER	PAYROLL DEDUCTIONS	\$ 117.36
DD18030.7	04/07/2023	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	PAYROLL DEDUCTIONS	\$ 210.58
DD18030.8	04/07/2023	BEATON FARMING CO SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 154.42
DD18030.9	04/07/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 540.72
DD18030.10	04/07/2023	CBUS	SUPERANNUATION CONTRIBUTIONS	\$ 147.31
DD18030.11	04/07/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 107.71
DD18030.12	04/07/2023	THE TRUSTEE FOR MACQUARIE SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 128.49
DD18030.13	04/07/2023	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 163.71
DD18030.14	04/07/2023	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 206.13
<b>TOTAL DIRECT DEBIT 18030:</b>				<b>\$ 4,965.19</b>
DD18031.1	04/07/2023	THE TRUSTEE FOR AWARE SUPER	PAYROLL DEDUCTIONS	\$ 10,296.81
DD18031.2	04/07/2023	BT PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 458.13
DD18031.3	04/07/2023	HESTA SUPER FUND	PAYROLL DEDUCTIONS	\$ 349.37
DD18031.4	04/07/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 97.53
DD18031.5	04/07/2023	HSTPLUS EXECUTIVE SUPERANNUATION FUND	PAYROLL DEDUCTIONS	\$ 424.96
DD18031.6	04/07/2023	PRIME SUPER	PAYROLL DEDUCTIONS	\$ 446.11
DD18031.7	04/07/2023	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	PAYROLL DEDUCTIONS	\$ 1,092.06
DD18031.8	04/07/2023	BEATON FARMING CO SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 599.36
DD18031.9	04/07/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 2,335.56
DD18031.10	04/07/2023	CBUS	SUPERANNUATION CONTRIBUTIONS	\$ 563.72
DD18031.11	04/07/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 412.43
DD18031.12	04/07/2023	THE TRUSTEE FOR MACQUARIE SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 492.03
DD18031.13	04/07/2023	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 633.63
DD18031.14	04/07/2023	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 797.92
<b>TOTAL DIRECT DEBIT 18031:</b>				<b>\$ 18,999.62</b>

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Payments made from the Municipal Account for the Period 1st July 2023 to 31st July 2023  
Presented to Council, 17th August 2023

CHQ/EFT	Date	Payee	Description	Amount
<b>DIRECT DEBITS</b>				
DD18060.1	18/07/2023	THE TRUSTEE FOR AWARE SUPER	PAYROLL DEDUCTIONS	\$ 13,246.04
DD18060.2	18/07/2023	BT PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 604.23
DD18060.3	18/07/2023	HESTA SUPER FUND	PAYROLL DEDUCTIONS	\$ 609.55
DD18060.4	18/07/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 108.15
DD18060.5	18/07/2023	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	PAYROLL DEDUCTIONS	\$ 553.59
DD18060.6	18/07/2023	PRIME SUPER	PAYROLL DEDUCTIONS	\$ 581.03
DD18060.7	18/07/2023	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	PAYROLL DEDUCTIONS	\$ 1,331.72
DD18060.8	18/07/2023	BEATON FARMING CO SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 810.48
DD18060.9	18/07/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 2,783.18
DD18060.10	18/07/2023	CBUS	SUPERANNUATION CONTRIBUTIONS	\$ 735.75
DD18060.11	18/07/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 538.59
DD18060.12	18/07/2023	THE TRUSTEE FOR MACQUARIE SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 642.46
DD18060.13	18/07/2023	MERCER SUPER TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 819.87
DD18060.14	18/07/2023	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 1,030.91
<b>TOTAL DIRECT DEBIT 18060:</b>				<b>\$ 24,395.55</b>
<b>TOTAL DIRECT DEBITS:</b>				<b>\$ 48,360.36</b>

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Payments made from the Municipal Account for the Period 1st July 2023 to 31st July 2023  
Presented to Council, 17th August 2023

CHQ/EFT	Date	Payee	Description	Amount
<b>BANK</b>				
<b>CHARGES</b>				
	01/07/2023	WESTPAC BANK	BANK CHARGES	\$ 20.00
	01/07/2023	WESTPAC BANK	BANK CHARGES	\$ 136.84
	01/07/2023	WESTPAC BANK	BANK CHARGES	\$ 758.12
TOTAL BANK CHARGES:				\$ 914.96

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Payments made from the Trust Account for the Period 1st July 2023 to 31st July 2023  
Presented to Council, 17th August 2023

CHQ/EFT	Date	Payee	Description	Amount
<b>EFT</b>				
EFT14210	14/07/2023	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY - BUILDING COMMISSION	BUILDING SERVICES LEVY 12/04/2023 - 29/05/2023	\$ 335.30
EFT14211	14/07/2023	HIGHWAY CONSTRUCTION PTY LTD	WATER TANK DEPOSIT REFUND	\$ 10,000.00
<b>TOTAL TRUST EFTS:</b>				<b>\$ 10,335.30</b>